

Minutes of Meeting of Board of Directors  
of  
Deerfield Village Property Owners' Association

A meeting of the board of directors of Deerfield Village Property Owners' Association was held on October 7, 2008, at 24 Pathfinder Court, Deerfield Village, Shepherdstown. There were present the directors as follows: Steve Campbell, Debbie Crouse, Andrea Longnecker (late), Tom Miller, Jimmy Williamson, Paul Wilmoth, and Pattie Wilmoth. Jim Bauer and Charlene McCray were absent. Betinna Maher was also in attendance.

Debbie called the meeting to order. Pattie read the minutes for the September meeting. On the subject of the petition brought to the September meeting, one sentence was added by Steve to report research Jim had done on the Board's past decisions involving mowing. The minutes were approved with the addition. There were no reports from the Finance Committee or the Rules and Policy Committee. Debbie reported that the Streets and Grounds Committee had received five (5) requests for changes with no foreseen difficulties. She was happy to report that an Adopt-A-Spot clean-up had taken place in September. During the Social Committee report, it was noted that the movie night was a success. Since no social committee member was present at the time, Steve reported on the committee's plans for a Halloween celebration on the 25th of October. The children will participate in different activities on different cul-de-sacs.

During the officers' report, Debbie stated that she was pleased that our neighborhood included the winner of the United States Riffle Association .22 benchrest competition for 2008 and displayed the article about Paul Wilmoth's win from the front of The Journal sports page for that morning.

Pattie reported that she had received a return phone call from the regional director of the WV Department of Highways. He stated that a correction would be made to the spotty gravel installation on the sides of the new paving on Rt. 480.

Jimmy presented the financial report (attached) which stated that we had \$29.70 in the regular account and \$6,173.16 in the money market account at United Bank. The petty cash fund was at \$158.99. He emphasized that money for gas for the mower had been the largest expense for the month. The quarterly report demonstrated that gas money was the only item not in line with the projected budget. Paul thanked Jimmy for his dedication to mowing this summer and presented him with a John Deere hat in appreciation of his outstanding service to Deerfield Village. The board members agreed that Jimmy had been a tremendous help to the neighborhood.

During Old or Unfinished Business, Steve reported that Pete Appignni had volunteered to provide the Deerfield Village community with a briefing concerning the status of the Jefferson Utilities, Inc. Rate case at 61 Pathfinder Court on October 15th.

Jimmy led the discussion of the adoption of the policy resolution process (document attached). There will be two types of resolutions - Policy Resolutions which relate to actions affecting members and Administrative Resolutions which relate to the operation of the property owners' association including the directors' business. Directors will sign a resolution document

and indicated approval or disapproval. Tom moved and Steve seconded the motion that was unanimously approved to adopt the creation of the resolution process.

Debbie shared that she had received several comments from property owners in support of the rain barrel guidelines that she had sent out last month. Steve offered to draft the changes he would like to recommend and forward them to other board members to review. Debbie wanted all suggestions to be made before the next meeting in order to have a final resolution on which to vote.

Jimmy announced that the new website address was [www.deerfieldvillagewv.org](http://www.deerfieldvillagewv.org) effective immediately. This address will be posted at the mailboxe/bus shelter and e-mailed to property owners.

Debbie asked the board members if they felt that Lot 19 had complied with the specifications the Board had made for the chimney extension shed that had been completed. Pattie moved and Steve seconded the motion that passed unanimously that all criteria had been met.

Jim asked Paul the night before the meeting to report in his absence that the dog pen that was a concern at Lot 3 may be leaving soon. The Board decided to wait to see what happens before proceeding with dealing with the possible violation due to an increase in size without requesting approval for a change.

Under New Business, Debbie presented a list of twelve (12) items she wanted to encourage property owners to do to help Deerfield Village to be its best. The list included items like mowing, sweeping gravel, cleaning the mail/bus shelter, and maintaining the trail. Pattie offered a familiar, classic picture of Uncle Sam to use with the list. The list will be posted.

Debbie introduced and welcomed Betinna Maher to the Board. She appointed her to be the new Streets and Grounds Committee chairperson for the remainder of the year. Debbie will continue to be the contact person with the WV Department of Highways for the Adopt-A-Spot program.

A budget meeting for 2009 was set for 7:00 p.m. Wednesday, October 22nd at Debbie's home. Board of director members were invited to attend.

Tom and Paul offered to contact different companies for snow removal bids. They will report at the next meeting.

The next meeting will be held at 7:00 p.m. On Tuesday, November 4th at Andrea's home.

There being no further business to come before the meeting, upon a motion made, seconded, and unanimously carried, it was adjourned.

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Patricia Wilmoth, Secretary