

Minutes of Meeting of Board of Directors
of
Deerfield Village Property Owners' Association, Inc.

A meeting of the board of directors of Deerfield Village Property Owners' Association, Inc. was held on September 5, 2017 at 49 Rolling Green Court, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Clint Chiplinski, Erdem Ergin, Susan Hall-West, Mike Keefe, Sidney Lewis, Janie McSwain, and Mike Vaeth. Mike Bass was absent. Association members in attendance were Joan Ergin, Lindy Keefe and Carol Robitaille. Bill Sturtevant also attended.

President Mike Vaeth called the meeting to order. Janie read the August minutes that were approved as read.

During the committee reports, Mike K. reported that he would be looking over the yearly expenses and start formulating a future financial plan. He and Erdem will meet to discuss the 2018 budget. There still has been no response from the owners of Lot 19 concerning the condition of their fence. Kirk will write another letter stating a time limit for addressing their fence. Susan presented her report for August. Three homeowners have presented Property Improvement /Landscaping forms which have been signed and approved. One homeowner has submitted an update form. Three other forms have been submitted for approval for planting in the common areas. Susan will keep track of how many applications we have for the Arboreal Policy as we are limited to 10 per year. She will write letters of acknowledgement and gratitude to those who have done mowing in the common areas: Brian Blusius, Steve Campbell, Clint Chiplinski, Scott Lewis, Sidney Lewis, Bill Sturtevant, Jim West, Jimmy Williamson, and Paul Wilmoth. Susan also reported that Jefferson PSD quickly responded to the request to fix the drain covers and that has been completed.

As part of the officers' reports, Erdem presented the financial report for August (attached) and reported that we are in good shape unless we have a large expense for snow removal.

During Old or Unfinished Business, no cats have been seen for months so Kirk hopes that the feral cat issue is solved. Susan has been in contact with the owners of Lot 18 regarding their fence. She will continue to monitor this. Kirk will write another letter to the owners of Lot 19 about the condition of their fence. It must be removed or repaired.

Under the New Business section, Mike Keefe stated on August 30 when his moving van tried to deliver to his new house, the contractors for Lot 40 completely blocked the road. Also trash has not been policed everyday at the site. Mike V. will email Jamie Davis concerning these violations of his contract with the POA. After a lengthy discussion, Clint offered to be the contact for the Jefferson Utilities regarding the test pipe installed in Mossy Oak Court. No knowledge of its installation or its placement was conveyed to the Board prior to the fact. Clint will contact Jeff Tipple, Chief Water Officer, again and discuss a better solution to this.

Under Good and Welfare section, Pattie Wilmoth has offered to hold the October meeting at her home. There being no further business to come before the Board, upon a motion made, seconded and unanimously carried, it was adjourned.

Janie McSwain, Secretary