

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 at 7PM on December 5, 2017 at 43 Blossom View Court, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Clint Chiplinski, Erdem Ergin, Susan Hall-West, Janie McSwain, and Mike Vaeth. Mike Bass, Mike Keefe, and Sidney Lewis were absent. Paul Wilmoth was present as developer. Association members in attendance were Brian Blusius, Joan Ergin, Jim West, and Pattie Wilmoth. Bill Sturtevant also attended.

President Mike Vaeth called the meeting to order. Janie read the minutes from the November meeting. They were approved as amended. It was suggested that in the future, draft minutes be emailed to all Board members prior to the meeting. If this is done, the minutes don't have to actually be read at the meeting unless a board member insists.

During the committee reports, Kirk reported no new complaints had been gotten but that cars continue to speed in the Village. Susan said that there had been two requests for home improvements/landscaping that were approved. A third request was received but the proper forms were not submitted. Susan will contact them to ensure they are aware of what is required. Susan will edit the Property Improvement and Landscaping Approval Form to include: Neighbors have been informed of this plan and \_\_\_\_approve \_\_\_\_disapprove.

It was brought to the Board's attention that an unapproved driveway foundation is under construction on Lot 40. The design does not comply with the Board-approved plan from May 2017. The Board is following up.

As part of the officers' reports, Erdem presented the November financial report (attached) and reported that he felt that we are still in good shape for the year. Janie requested approval of the dues letter that will be mailed to property owners in December. The 2018 budget will be included.

During Old Business, Kirk summarized the response from the owners of Lot 19 to the certified letter they received. They will be addressing all issues in a timely manner. Mike V. will contact them by phone to follow up.

Under the New Business section, Paul will be sending the Association lawn mower to be serviced. It was noted that the mower has not been properly cleaned after use. In the spring, a meeting of the volunteers will be scheduled to address proper handling of the mower. Paul also contacted the builder for Lot 33 about the construction trash. The builder had the trash picked up and he again reminded his crew to police trash daily. This issue will continue to be monitored and the builder asked that we contact him immediately should this occur again. The Board received a complaint about dogs being loose in the Village and the owners not cleaning up after their dogs. An email is to be sent to the dog owners from the Board.

Under Good and Welfare section, Mike Vaeth offered to have the January 2nd meeting at his home. There being no further business to come before the Board, the meeting was adjourned.

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Janie McSwain, Secretary