

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 November 7 2017 at 475 Deerfield Village Drive, Deerfield Village, Shepherdstown, WV. The following directors were present: Mike Bass, Kirk Bottner, Erdem Ergin, Susan Hall-West, Mike Keefe, Sidney Lewis, Janie McSwain, and Mike Vaeth. Clint Chiplinski was absent. Paul Wilmoth was present as developer. Association members in attendance were Joan Ergin, Lindy Keefe, and Pattie Wilmoth. Bill Sturtevant also attended.

President Mike Vaeth called the meeting to order. Janie read the minutes from the October meeting. They were approved as amended.

During the committee reports, Mike K. stated that he and Erdem had met concerning the 2018 budget that will be presented under New Business. Kirk reported that he is ready to send a certified letter to the owners of Lot 19 concerning the poor condition of their fence and a window in need of repair. Susan reported that there had been successful resolutions to several issues with homeowners. However, client issues with the driveway plans for Lot 40 have come to our attention and are unresolved as of this meeting. Susan provided copies of the Bowers' letter to the Board, reporting that the Bowers planned to attend the meeting but did not because of illness, and that Jamie Davis had a prior commitment. The Board worked from the letter and emails from Jamie to seek agreeable options. Jamie submitted two new plans on the Bowers' behalf. The two plans do not address the original requirement of maximum 26-foot width at the street as the original Board-approved plan did. Susan stated that in the builder's new proposals, the volume of concrete is not the issue; it is the 35.33-foot-width at the street, which would be concrete or concrete and filler. The Board read and discussed the Bowers' letter, and Susan will send a response addressing their concerns. Susan will include in this letter Jamie's original plan for the driveway and the new plan the Board endorsed in discussion tonight: ease of backing a trailer straight into the left bay and ease of exit for vehicles from any of the three bays. It is anticipated that the Bowers will choose one of the two plans and inform Jamie, who will inform the Board of the choice. These items were noted, and the Board voted not to approve the builder's two new proposals based on these items. Sidney reported that Tanner from the Cacapon Institute had done a walk through to check on the progress of our new trees. He was very pleased with the growth. Sidney has done more work to protect the tree trunks from the deer that have been aggressive in their scraping against the bark. Sidney will continue to monitor this. Sidney also stated that per Nova Pennington, more dead trees would be removed in large areas as opposed to scattered selections. Mike B. said that no social activity has been planned for the rest of the year.

As part of the officers' reports, Erdem reviewed the financial report (attached) and reported that he felt that we are still in good shape for the year.

During Old Business, Mike K. shared that the only snow removal bid that he received was from Morgan Lawn & Services. Several contractors had been contacted but submitted no bids. After some discussion, the bid was approved pending several slight contract changes. Mike K. will contact Justin Morgan with these changes for his approval and signature. Kirk then read the certified letter he is sending to the owner's of Lot 19 and will keep us updated on any progress he makes.

Under the New Business section, Mike K. and Erdem presented the preliminary budget for 2018. After a lengthy discussion, some changes were made. A 5% increase in yearly dues was approved. A motion to approve the amended budget was made, seconded and unanimously carried. A copy of the 2018 budget will be included in the dues letter that goes out in December. The letter will address the need to accumulate enough money to be able to repair our roads which are private and for which we receive no State or County funding for repair. Janie will compose the letter and send it to the board for any changes before it is mailed to the property owners. A sign as well as an email will be used to alert Villagers that there is to be absolutely no overnight parking on common ground or within 15 feet either side of the fire hydrants. Very short term parking for guests on common ground is acceptable if there is no driveway space. Non-resident use of the trail was addressed. A letter about this, the Jefferson County leash law, and owner responsibility to clean up after pets will be sent. The Village power saw, which has resided in Paul's business shop, will now be in Susan Hall-West's garage. A reminder of the recycling parameters was discussed. This and the parking issue will be included in an email to all residents.

Under Good and Welfare section, Susan Hall-West offered to have the December 5th 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
