

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 April 3, 2018 at 28 Field Crest Court, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Debbie Crouse, Ian Gibson-Smith, Mike Keefe, Janie McSwain, Sidney Lewis and Lisa Vaeth. Absent were: Mike Bass and Mike Vaeth. Association members in attendance were: Jim West, Susan Hall-West, Pattie Wilmoth and Paul Wilmoth. Bill Sturtevant also attended.

Kirk Bottner chaired the meeting and called it to order at 7:00 p.m. The minutes from the previous meeting were approved as distributed.

Committee Reports: None

Mike Keefe presented the financials for March (see attached). There are still some outstanding dues. Kirk did visit each family and Mike will check with Erdem to see if all are now paid.

Old Business: Debbie thought that the issue of the Jefferson Utilities faucet on Mossy Oak is on going. It will probably be on May's agenda.

New Business: Janie had emailed the responsibilities of committee chairs as well as the officer's duties from the By-Laws to all new board members for review. Following a discussion, the following people were selected for positions:

President- Mike Vaeth
Vice Pres.- Debbie Crouse
Secretary- Janie McSwain
Treasurer- Mike Keefe
Finance Comm. Chair- Mike Keefe
Rules & Policy Chair- Kirk Bottner
Social Comm. Chair- Ian Gibson-Smith
Streets & Grounds Chair- Lisa Vaeth
Trees- Sidney Lewis
Architectural Review Comm.- Amy Campbell, Clint Chiplinski, Susan Hall-West & Paul Wilmoth

There followed a discussion about redoing the current Fencing Guidelines. Debbie offered to rewrite them and present them at May's meeting.

Sidney reported that we should have a 2018 contract with Nova Pennington. He will verify this. He will also contact them when the trees bloom so the dead ones can be identified for removal. The application for the Fall Tree Grant has a July 1 deadline and will be completed and submitted by Sidney. He will obtain input from the Board and Tanner Haid at the Cacapon Institute for a planting plan for those trees should we get the Grant.

Janie offered to call Jefferson County PSD concerning the downed trees in the drip fields.

Despite numerous assurances that the construction debris left on Lot 41 from the building on Lot 40, the debris remains. Lisa will draft a letter to both parties concerning removal in two weeks or the Board will contract with someone to remove it and bill the two parties involved.

Paul and Pattie addressed the recent loss of water in the Village due to a car hitting the power pole for the wells. The Board gratefully thanked both of them for contacting Jefferson Utilities and for keeping all of us informed about the situation. Paul received an email from the owner, Lee Snyder (attached). Jefferson Utilities plans to "install a manual transfer switch and a generator plug in order to speed up the provision of power from a portable generator owned by " Snyder Environmental Services.

Good and Welfare: Kirk expressed the importance of attendance at the Board meetings and urged all board members to make a concerted effort to attend.

Since there was no further business, the meeting was adjourned at 8:00 p.m.

Next meeting will be on Tuesday, May 1, 2018 at Debbie Crouse's home, 37 Mossy Oak Court.

Janie McSwain (Secretary)