

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 6, 2018 at 28 Field Crest Drive, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Debbie Crouse, Ian Gibson-Smith, Mike Keefe, Jane McSwain, Lisa Vaeth, and Mike Vaeth. Mike Bass and Sidney Lewis were absent. Association members in attendance were: Susan Hall-West, Lindy Keefe, and Pattie Wilmoth. Bill Sturtevant was also present.

The meeting was called to order by the president Mike Vaeth at 7PM. The October minutes were approved as distributed.

During committee reports, Mike Keefe (Finance) presented the proposed 2019 budget. A discussion followed and Ian moved we accept the option 2, which was presented. Mike Keefe seconded and the motion was approved. The approved budget will be included in the dues letter to be sent out in December. Kirk (Rules & Policy) reported that he had received no complaints. Lisa (Streets & Grounds) reported she had received 2 requests for tree placements and 1 for deck refurbishment. All were approved as submitted. Ian (Social) reported that a Village Holiday Party will be held at his home on November 30<sup>th</sup> at 7PM. He will send out a blast email. Sidney (Arborist) was absent; however, all agreed that the tree planting on October 27<sup>th</sup> went well and even though it was raining, we had many volunteers. Lisa reported that she had received the house plans for Lot 1. ARC and Board approval with restrictions will be submitted back to the builder.

During the reports of officers, Janie (Secretary) presented a draft of the dues letter to be sent out in December. It was approved. Mike K. (Treasurer) reported the October financials(attached).

Under old business or unfinished business, Debbie distributed the updated Fencing Guideline. Lisa made a motion to approve, Ian seconded it, and the motion carried. Janie will have the new guidelines placed on the web site.

Under new business, Janie said that Jimmy Williamson has overseen our web site for many years. We are so grateful for his service; however, he has asked that someone replace him. Various options were discussed. A comprehensive circle improvement for Deerfield Village Drive was submitted and all improvements were heartily approved. A letter from the owners on Lot 24 was circulated. A walk around of the development with the PSD to determine their upkeep responsibilities was suggested. Mike V. will contact them and set up such a meeting. Bill S. reported that there is no electrical hookup for an emergency generator at the Jefferson Utilities building. A letter will be sent to them requesting that this be done. It was also reported that there is deep erosion in at least four places on the walking trail. Two bids for asphalt have been gotten; however, the contractors suggested waiting until spring to proceed with any repair. It was suggested that Jason Hall might take a look at the situation and offer his expertise for trail maintenance with his Boy Scouts.

Mike and Lisa offered to have the December 4<sup>th</sup> meeting at their house (21 Blossom View Court). It was suggested that the January meeting be held on the second Tuesday (January 8<sup>th</sup>) as the first Tuesday is New Year's Day-approved. There being no further business to come before the board, the meeting was adjourned at 8:20PM.!

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Janie McSwain, Secretary