

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 April 2, 2019 at 475 Deerfield Village Drive, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Debbie Crouse, Amy Hall, Mike Keefe, Jane McSwain, Lisa Vaeth, Mike Vaeth, and Ryan Wilgor. Ian Gibson-Smith was absent. Association members in attendance were: Susan Hall-West, and Lindy Keefe. Bill Sturtevant was also present.

The meeting was called to order by the president Mike Vaeth at 7:00PM. The February minutes were approved as distributed.

During committee reports, Mike Keefe (Finance) went over the 2019 lawn maintenance contract and he will contact Shepherdstown Lawns, LLC to ask if weekly mowings are required for the contract or could we request skipping a week due to weather conditions. Mike requested that members of the board be on the Finance Committee to propose a plan for the expenditure for road repair/replacement. Debbie Crouse and Ian Gibson-Smith will be added to the committee with Mike. He will send out an email asking if any other property owner wished to serve on the committee. Kirk (Rules & Policy) reported that all was quiet. Lisa (Streets & Grounds) scheduled the Adopt a Spot for Saturday, 27 April. Lisa reported that recently there was a small brush fire in Deerfield Village. All residents will be reminded that there is no unauthorized open burning allowed at any time in the Village. Lisa will send out an email about both of these issues.

Under the reports of officers, Mike K. (Treasurer) reviewed the March financials (attached) and noted that we are in good shape. He also reported that one property owner has not paid their dues. He will try again to contact them. If unsuccessful, he will send a certified letter restricted delivery along with a copy via first class. The letter will detail the amount due plus costs of mailing and a date certain that if not paid, the board will have counsel file a lien at which time the board would be seeking reimbursement of attorneys fees.

Under old business or unfinished business, Debbie explained, for the two new board members, the proposal Stormy Bennett had presented at the February meeting. After discussion, Lisa V. moved that we accept his proposal at a cost of \$1000 to submit a landscaping plan for areas to be addressed within the Village. Mike V. seconded the motion and it was unanimously approved. Bill S. will contact Stormy to verify contract.

Under new business, the following officers were selected: Mike Vaeth, President; Debbie Crouse, Vice President; Janie McSwain, Secretary; and Mike Keefe, Treasurer. The committee chairs will be: Finance, Mike Keefe; Rules &

Policies, Kirk Bottner; Streets & Grounds, Lisa Vaeth; and Social, Amy Hall and Ryan Wilgor.

Under Good and Welfare, Bill S. reported that the trees for Saturday's planting will be picked up this week. Signs have been posted to remind Villagers that planting will begin at 9AM on April 6th in the area of the mailboxes. Volunteers are needed in order for the trees to be free!

Mike Keefe offered to have the next meeting at his house (475 Deerfield Village Drive). There being no further business to come before the board, the meeting was adjourned at 7:40 PM.

Janie McSwain, Secretary