

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 May 5, 2020 via Zoom, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Debbie Crouse, Amy Hall, Mike Keefe, Jane McSwain, Heather Thorn, Teresa Scott, and Mike Vaeth. Ryan Wilgor was absent. Bill Sturtevant was also present.

V. Pres. Debbie Crouse called the meeting to order at 7:01PM as Pres. Mike Vaeth had not signed into the meeting yet. The April minutes were approved as distributed.

During committee reports, Mike Keefe (Finance and website) reported nothing for Finance Committee. He will continue to update the website until after the virus restrictions are lifted and he and Heather can meet. Kirk had received no complaints; however, speeding and cigarette butts continue to be issues. Teresa (Streets & Grounds) reported three requests: Lot 47 for putting a seal coating on their porch and deck, Lot 17 to put knockout roses and tall grasses along their screened porch, and Lot 38 to plant a kousa dogwood in the front yard, put large river rock under back deck and add small concrete extension to existing pad at bottom of deck stairs. All were approved.

Under the reports of officers, Janie reported that the annual filing for Deerfield Village has been done with the Secretary of State. Mike K. (Treasurer) reported the April financials (see attached) and stated that all bills are being paid. He also reported that all property owners have paid the 2020 dues, two with penalties and one with a lower rate due to overpayment last year. Mike V. continued the meeting and he reported that a resident was upset to not have been notified about two Villagers contracting Covid-19. Mike explained that such a notification would be a violation of their medical privacy and was also not a board responsibility.

Under old business, Janie asked if she and Bill should continue to cut up and remove downed trees and prune the dead limbs from standing trees. The Board would like this to continue; however, Bill will contact Nova Pennington again to ask about his cutting down standing dead trees. We would hope to remove those trees behind the mailboxes or on right side of entrance beside the trail. The Board does want the existing trees along Deerfield Village Drive to be mulched. Bill and Janie will ask about prices per bag and report back. Debbie and Bill asked if the CommuniTree and BMP tree planting should be delayed until Fall. The trees would be cared for by the Forestry through the summer. The Board agreed to delay until Fall 2020. Debbie and Bill will pass on this to the coordinators of these programs. Bill will also ask if there will be a Fall Grant.

Under new business, a policy for non-residents on grounds was discussed. Deerfield Village is a private community for residents and their guests only. Issues have occurred with non-residents accessing the property unaccompanied by a resident and picking mushrooms, using the walking trail, etc. Kirk will compose something for the website to alert residents of the concern. Bill reported that the trail has been sprayed. He asked that all be careful when

riding bikes on the trail as bike skid marks have been noticed which displaces the new gravel. Jefferson Utilities has not repaired the broken pipe and cover at the end of Rolling Green Court. Janie has been in contact with them and will follow up. Bag worms are in about 50 of the evergreens. A bid for spraying was presented; however, it was expensive. Teresa offered to ask her pest control contacts for advice. She and Bill will coordinate possibility of our spraying as our trees are not tall. Charles Town Utilities are going to spray their trees around the waste water plant on May 6th.

Under Good and Welfare, the location of the June 2nd meeting will be determined closer to the date. There being no further business to come before the board, upon a motion made, seconded and unanimously approved, the meeting was adjourned at 7:55PM.

Janie McSwain, Secretary