

# **Deerfield Village Property Owners' Association, Inc.**

## **2021 Annual Meeting Minutes**

The annual meeting of Deerfield Village Property Owners' Association, Inc. was held at 7:00 p.m. on Monday, March 1, 2021 via Zoom. President Mike Vaeth called the meeting to order at 7:01PM.

Secretary Janie McSwain read the minutes of last year's annual meeting that were approved as read.

As part of the annual reports, Mike Vaeth gave a brief overview of this past year's activities as President. During the pandemic, the Board continued to meet monthly via Zoom. Mike thanked the board, the volunteers who mow and care for the mower, those who do trail maintenance, and ones who see to the removal of downed trees. This is all done by those in the Village who volunteer their time and talent.

The Treasurer monitors the monthly income and expenditures of the association. Treasurer Mike Keefe went over the income and expenses for the past year, noting that the large expenditures continue to be common area mowing, mower repair and gas. He reported that the board hopes to put more into our Money Market and build towards the future road paving when needed. The association income was \$21,199.92 with expenditures of \$17,216.80. Our reserves are \$63,850.68 as of December 31, 2020.

The Finance Committee meets when needed and makes recommendations for financial planning. Finance Chairman Mike Keefe reported that we were in firm financial standing through out the fiscal year 2020. Discussion was held at several past meetings regarding the future condition of the asphalt road in the development including the individual streets. The roads were projected to last 15-20 years and a projected repair cost was about \$162,000. Due to the Covid issues, the committee recommended the dues remain the same for the coming year.

Rules and Policy Chairperson Kirk Bottner reported that the few complaints he received had all been resolved by informal methods. Kirk reminded all Villagers of the posted 20 mph speed limit on our streets and asked that we stay within that limit and remind any visitors to slow down. He also addressed the large amount of litter by the road and along the trail. There are lots of cigarette butts as well as dog waste. He asked that we all be diligent in keeping our Village neat and tidy. All houses have been completed now and he hopes the trash and discarded cigarette butt issues will decrease as construction crews will not be present. Kirk also reported that a property owner's compliance review was done in the spring 2020 and will be done again this spring. The issues were resolved by the residents. All of this helps to keep our neighborhood looking its best!

Head of Streets and Grounds Committee Teresa Scott reported that 18 home/landscaping improvement requests were submitted and approved. These requests ranged from new flower beds to installing a patio! The request process has been upgraded to allow a speedy response and approval. Once a request is submitted, it is scanned, emailed to the board for discussion and/or approval. Signatures can now be done electronically. A hard copy is kept in the files. New Guidelines for canopies in

the Village are now on the website. The Adopt a Spot cleanup was done by a board member and his daughter.

Social Committee Chairperson Amy Hall and Ryan Wilgor reported that 6 new families had been welcomed. There were no social activities offered this year due to Covid restrictions.

There was nothing under old and unfinished business.

Under New Business, no roll call was necessary as Debbie had instituted electronic balloting via Google Forms. A total of 33 households voted. Lindy Keefe and her committee of Patti Wilmoth and Bill Sturtevant confirmed the election results. The results of the vote (attached) elected members for a one-year term. The new members are: Kirk Bottner, Debbie Crouse, Amy Hall, Mike Keefe, Jane McSwain, Teresa Scott, Ryan Wilgor, Paul Wilmoth, and Mike Vaeth. The next board meeting will be at 7:00pm Tuesday, April 2nd via Zoom.

Debbie Crouse gave a presentation about the 2020 YourBMP project which she headed last year. Due to Covid, the BMP trees were planted with the Communitree planting in the fall of 2020. It was a success!

Bill Sturtevant gave an overview of the CommuniTree Program in which we partner with The Cacapon Institute. In 2020, we applied for and received a Spring and a Fall grant. Due to Covid, the Spring planting was delayed and was combined with the Fall planting in October. This was an usually large planting as 52 trees were planted, making it the largest biomass single planting in the CommuniTree program. This year we will also participate in the 2021 CommuniTree planting of 24 trees on April 3, 2021. Information will be sent out about the dates for tree pickup and distribution. Bill reported that 15 Deerfield Village families are participating in the 2021 BMP program. A total of 56 trees have been purchased by the families and will also be planted on April 3<sup>rd</sup>.

Under Good and Welfare, Teresa explained a new problem with the repaired sidewalk on the walking trail behind her house. Charles Town Utility had damaged the sidewalk during work they did in the Village. They replaced portions of the sidewalk; however, they disrupted the drainage of water from Pathfinder down to the retention pond. Water no longer drains into the pond but collects and/or covers the sidewalk. Bill will ask Pittsnogles Paving to look at it for solutions. Pattie thanked the board for holding everything together during the Covid. Everyone agreed it was a team effort.

There being no further business, upon a motion made, seconded and unanimously approved, the meeting was adjourned at 7:40PM.

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Janie McSwain, Secretary