

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 7:00 PM on January 2, 2024 at 37 Mossy Oak Court, Deerfield Village, Shepherdstown, WV. The following directors were present: Kirk Bottner, Debbie Crouse, Amy Hall, Mike Keefe, Janie McSwain, and Paul Wilmoth. Jason Blough, Kirk Lattner, and Mike Vaeth were absent.

Vice President, Debbie Crouse, called the meeting to order at 7PM. The December minutes that had been distributed electronically were approved as corrected.

During committee reports, Mike Keefe (Finance) stated that the dues letters had been sent out. He did get one returned as unable to be forwarded. He has emailed copies of the returned letter and envelope and requested an updated address from the owners. Paul (Streets and Grounds) reported that Lot 3 had received the required variance for the installation of a deck.

During the report of officers, Mike Keefe stated that all expenses for December were paid. The biggest item was the painting and installation of the signs at the entrance. This has been completed.

During New Business, the board requested that Bill Sturtevant submit the grant application for the CommuniTree and the BMP Programs. The March 1 Annual Meeting procedures were discussed. Electronic balloting will be done. Debbie will coordinate this as well as setting up the meeting via zoom with Kirk Lattner as she will be out of town. Amy shared her concern about the depth of the water shutoff valves at the entrance of Pathfinder. She will contact American Water to have this addressed.

The February 6, 2024 meeting will be at the home of Mike Keefe.

There being no further business, upon a motion made, seconded and unanimously approved, the meeting was adjourned at 7:15PM.

Janie McSwain, Secretary