**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 October 6th, 2026, at 463 Deerfield Village Drive, Deerfield Village, Shepherdstown, WV. The following directors were present: Jason Blough, Kirk Bottner, Mary Casciotti, Bill Speg, and Pattie Wilmoth. Absent directors were David Cebulski, Kirk Lattner, Debbie Scott, and Mike Vaeth. Also in attendance were Lois Speg, Amy and Steve Campbell.

Vice President Jason Blough called the meeting to order. The minutes from the September meeting that had been previously distributed via email were approved as written.

During committee reports, the financial report from Mary, which was emailed prior to the meeting, was discussed. (All reports attached to paper records.) Mary (Treasurer) highlighted all the normal expenses for electricity, mowing, reimbursement for mowing gas and for supplies for the annual picnic. Mary said that in November she will prepare a draft annual budget for us to discuss. She encouraged us to think about expenses that we may want to include for 2027. Bill Speg said he would contact the owners of Lot 2 about completing a property changes request form before completing work on the outside of their home. Kirk B. (Rules & Policy) said that there were no formal complaints or issues last month.

Pattie (Secretary) shared that Paul (Wilmoth) had attempted several times to arrange a time to meet our new insurance agent from Martinsburg with no success. The Board suggested that we get an estimate from a local agent who is easier to connect with.

Under Old and Unfinished Business, Bill (Streets & Grounds Com. Member) reviewed that he had contacted Phil Pittsnogle, who worked on our trail previously, and had gotten the estimate of $4,800 to repair the erosion in the trail. Bill met with Scott Lanham who is working on an estimate for the same job. Scott also suggested adding a mat under the large stone in the stormwater management drainage ditch between Lots 36 and 37. He will provide an estimate for this work also. Bill is keeping the owner of Lot 37 updated.

During New Business, Kirk introduced the liability waiver document he had drafted for mowers to sign. After discussion, it was suggested that it be amended to include chain saw usage and any other hazardous equipment. Kirk will make the necessary changes. Pattie shared that she had met Stephen, our new postal delivery person. She asked for volunteers to clean the mail/bus shelter occasionally. Lois volunteered and plans to ask Jason's daughter to help her.

During the Good and Welfare section of the meeting, it was announced that the next board meeting will be at 7:00 on November 3rd at 72 Rolling Green Court.

There being no further business, upon a motion made, seconded and unanimously approved, the meeting was adjourned.

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Pattie Wilmoth, Secretary