

The Malvern Communicator

October 2018

PRESIDENT'S NOTES – RODNEY TAYLOR

Another summer has come and gone all too quickly and once again it is time for our Fall Membership Meeting. This is the time for members to tell the Board what they would like to see in the coming year, for the Board to present the proposed budget for 2019 for membership approval, and for any other concerns of the membership to be heard. Please attend if possible, and if not, please assign your proxy to a member that will attend so that your vote may be counted.

I would like to thank all the members that have volunteered to help this community this year. A few in particular deserve recognition. First, Fred Bourque for his great job on the pool. Ellie Tarbous for putting the Community Yard Sale together. Debra and Grover Dean for their great job on the landscaping at the front entrance. Nancy Negron for Adopt-a-Highway. And Ed Johnson for his efforts on the Reserve Study Update and for putting the Malvern Communicator together once again. There are many more volunteers that I haven't mentioned that help throughout the year. Please consider donating some time to the community. From becoming a Board Member to landscaping to cleaning the roads, there's something for everyone.

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2018-2019 Board members:

Rodney Taylor:	President
Fred Bourque:	1st VP, Secretary
T. J. Wright:	2nd VP, Roads
Diana Wright:	Treasurer
Fred Bourque:	Clubhouse & Pool
Jason Woodward:	Director, Architecture
Rick Collins:	Director, Lake & Grounds
John Shanley:	Director

October Membership Meeting

Where: Malvern Clubhouse
905 Malvern Drive
Date: Saturday, October 20, 2018
Sign in: 9:30 until 10:00 a.m.
Meeting: 10:00 a.m.

Agenda: 2019 budget approval
Committee reports
Open forum
Proxy: Please grant your vote to a community or Board member if you can't attend the meeting – see page 7 for the form.



CLUBHOUSE AND POOL – FRED BOURQUE

It's been a busy time at the Clubhouse complex since our meeting last April. We began an update of the Activity Center in the Clubhouse Annex (the old garage). All of the Annex windows are scheduled for replacement the week of October 15th. We are also going to replace the stinky carpets in the storage area with clean vinyl. We picked up one round table and some nice folding chairs from Goodwill. Next year we'll replace the falling-apart long tables. We'll also install an air conditioner before next summer.

The Activity Center is available for reservation by members in good standing on a no-charge basis. It's great for kids; you can't hurt it. So far, we've had two children's birthday parties. According to the kids, everyone had fun. The Activity Center is available for reservation every day from 8 a.m. to 10 p.m.

In the Clubhouse itself we completed the renovations begun last year with the update of the office room off the kitchen. Thanks to Mike Owens for his help with that. The Clubhouse has been getting a lot of use for a variety of events: weddings, reunions, memorial services, graduation and birthday parties, big people parties, and overnights for family guests. Reminder: The Clubhouse is available for rental only by Malvern members in good standing for the enjoyment of their families and guests.

So far this year through October 20th the Clubhouse has been rented for 70 nights. That's more rentals than all of last year. At the April meeting we told you we were hoping for 100 nights in 2018. So far, we have 95 rentals through December, so with a couple months left, we may hit our 100-night target. The Clubhouse will bring in over \$7,000 this year from the rentals. That will go a long way towards paying for the operation and maintenance of the Clubhouse. Let's shoot for 125 nights in 2019. To make a reservation, call Merri Woodward at 540.718.7125.

The Pool just completed one of its most successful summers ever, according to the people who used it. You may have noticed the new privacy screens and shade sails we put up. People seemed to have liked those. We had to spend some unplanned money to replace the safety switch, which you can't see, but
(continued above right)

which is required by Federal law. We lost one day of swimming and tanning because of that, but there were no other closings between Memorial Day Weekend and Labor Day. The Pool is now covered until next May.

Special thanks are due to Valerie Cruz for cleaning up after us at the Clubhouse and to Gwen Bracqbien for keeping the Pool pristine all summer long.



TODAY'S NEWS

Stay up-to-date on Malvern events by visiting the website at

<http://malvernofmadison.org>.

Click on "Today's News" for the latest happenings, notices, meeting schedules, Board and Membership meeting minutes and other news that may be of interest to Malvern members.

Today's News

- Oak Park Cleanup
- Pool Closed
- Minutes
- Scheduled Meetings
- Yard Sale Outcome
- Dark Run - FEMA
- Today's Quote

[Click to Read](#)

ADOPT-A-HIGHWAY

Volunteers needed to meet our commitment to remove litter on Oak Park Road – Please Help!



Perhaps you missed the most recent volunteer project to help clean up a portion of Oak Park Road, starting at the bridge over Dark Run and running to the intersection of Oak

Park Road and Carpenters Mill Road. Well don't let that happen again! Contact Nancy Negron, our Adopt-a-Highway coordinator so she can include you on the list of volunteers for the next time. Come on, help keep this community service going. You can contact Nancy via email at: nancy.negron@gmail.com.

THANK YOU TO ALL PAST, PRESENT AND FUTURE VOLUNTEERS – WE APPRECIATE YOUR EFFORT!!!!

DRAFT MALVERN OF MADISON 2019 BUDGET

	Budget 2018	Actual as of 8/9/2018	Budget 2019	2019 Comments
Accounting	\$2,000	\$875	\$2,000	Services including invoicing, financial reports
Administrative	\$2,250	\$1,433	\$2,200	
General		\$960		Advertising, collections costs, bank charges
Office Supplies		\$108		Envelopes, ink, paper
Postage		\$188		Newsletters, bills
Printing		\$178		Newsletters, disclosure packets
Bad debt	\$2,750		\$2,750	
Grounds	\$13,950	\$3,024	\$15,700	
Dock repairs and Maintenance			\$1,000	South dock repair and stain
Lake water testing	\$500		\$800	
Landscaping Entrance & Common Areas	\$2,000	\$351	\$1,000	Maintenance of landscaping
Landscaping retaining wall at mailboxes	\$1,000			Build retaining wall at mailboxes, safety = stop mud runoff
Landscaping fencing repair at mailbox	\$500			
Maintenance and Supplies	\$700	\$778	\$700	600 pressure wash
Mailboxes maintenance	\$700		\$2,500	Leaf removal for fire safety, routine upkeep lights etc.
Mailbox area new roof/repairs to structure	\$1,000			New roof over mailboxes and roof over newspaper boxes
Mowing of grounds	\$6,000	\$1,796	\$6,000	Clubhouse, median, bridge, Ashlawn dock
Mowing of vacant lots	\$300	\$100	\$300	
Signs	\$250		\$200	Replacement, repairs maintenance
Tree services to maintain clear easement at roads	\$1,000		\$1,200	Removal when necessary part of 5 year plan
Covered Bridge Culvert cleanout			\$2,000	
Licenses	\$500	\$1,500	\$500	CIC and SCC renewal, dam renewal
Dam renewal		\$1,500		
Insurance	\$4,850	\$5,217	\$5,300	Fidelity, liability (clubhouse, officers), Umbrella
Legal Fees	\$4,000		\$2,000	Collections and consulting
Vacant lot mowing (moved to grounds)				
Clubhouse	\$10,300	\$2,563	\$4,900	
Building Necessary Maintenance	\$7,500	\$212	\$2,300	Address deficiencies
Cleaning/housekeeping service	\$1,200	\$394	\$1,200	
Maintenance	\$1,500	\$1,742	\$1,000	As needed
Supplies	\$100	\$49	\$100	
Surveillance camera maintenance		\$166	\$300	Current year was office finish out
Clubhouse->Annex building (formerly teen center)	\$6,320	\$219		
Repairs – windows, lighting, bathroom	\$6,000	\$219		Necessary maintenance
Flooring – remove damaged carpet and replace	\$320			Necessary maintenance
Pool	\$6,200	\$9,221	\$10,930	
Chemicals	\$1,500	\$1,241	\$5,000	
Keys	\$700	\$654	\$700	
Maintenance	\$2,500	\$5,806	\$5,000	Open close seasonal, cleaning daily
Repairs	\$1,500	\$1,519	\$230	
Playground maintenance	\$900		\$900	Keep mulch at 9-inch state standard
Roads	\$52,890	\$5,224	\$37,500	
Easement	\$1,500		\$1,000	Trees, drainage, repairs
Maintenance	\$1,500	\$1,825	\$1,500	Culvert repairs as needed, tree and debris removal
Road repairs	\$30,000		\$30,000	Patching
Road major repair to preserve quality	\$125,000			Slurry coat Malvern Drive and Covered Bridge
Funds from reserve planned in long term plan	(\$110,110)			Planned reserve withdrawal for road work
Snow removal	\$5,000	\$3,999	\$5,000	
Security				
Social events, Garage Sales, & Firewise	\$500		\$500	Yard sales, winter social
Electric	\$7,200	\$3,564	\$7,200	Clubhouse, entrance and mail area \$600 x 12
Telephone, cable, internet	\$2,100	\$789	\$2,000	
Taxes				IRS and VA
Reserve	\$20,190		\$32,520	
Dam Drain Fund (\$30,000 by 2021)			\$10,000	
Total Expenses Projected	\$136,900		\$136,900	
Current year actual expenses to date		\$33,628		
Projected Income from member dues	\$128,700	\$98,880	\$128,700	
Income Other	\$8,200	\$11,705	\$8,200	
Total Revenue Projected	\$136,900	\$110,585	\$136,900	

Any additional funds resulting from staying under budget are held as retained earnings

Note that the budget proposed for 2019 shows that we can pay our bills and add back to our reserve.

DRAFT REGULAR MEMBERSHIP MEETING

April 28, 2018 Minutes

Location: Malvern Clubhouse, 905 Malvern Drive, Madison, Virginia.

Sign-in: Members signed in as they arrived, beginning at 9:30 a.m. Proxies were collected and tallied. Members with proxies were given cards showing the number of ballots they could cast during the meeting. Members who had paid for a pool key received a key.

Quorum Present: The Secretary reported that 63 lots were represented by members attending or proxies executed. The President announced that the minimum 50-member quorum requirement was met and called the meeting to order at 10:05 a.m.

Officers Present

President:	Rodney Taylor
1st VP & Secretary:	Fred Bourque
2nd VP:	T. J. Wright
Treasurer:	Diana Wright
Director:	Rick Collins
Director:	Melody Langone
Director:	Jason Woodward

Decisions & Actions

1. The minutes of the October 21, 2017, Regular Membership Meeting were approved.
2. Directors were elected to fill four full-term Board vacancies: Rick Collins, John Shanley, Rodney Taylor, and Diana Wright.
3. Officers and committee assignments were made, as follows:

President:	Rodney Taylor
Secretary & 1st VP:	Fred Bourque
Treasurer:	Diana Wright
2nd VP:	T. J. Wright
Architecture:	Jason Woodward
Clubhouse & Pool:	Fred Bourque
Lake & Grounds:	Rick Collins
Roads:	T. J. Wright
Social Events:	Diana Wright
4. A light will be installed to illuminate the flag at night for a cost not to exceed \$600.
5. Nancy Negron was appointed the Adopt-A-Highway Coordinator.

Old Business

Activity Center. Rodney said the Activity Center is now available for member activities. Members in good standing may reserve the facility for up to 2-1/2 hours for an event at no charge. All activities require that an adult member in good standing be present at all times during Activity Center events. To make reservations, contact Fred Bourque at 738-2200.

Insurance Review. Per a member's request at the October Regular Meeting, Rodney gave a review of our current insurance coverage. He proposed that the Board take up the question of increasing our bond and umbrella coverage at the May 10th Board meeting. There was no objection. Diana described the difficulty of getting bridge insurance, which must be obtained through FEMA. State Farm will not insure the bridge or the dam. Basically, it cannot be done, so we must be prepared to bear the cost of repairing the bridge, as was done after the last big flood.

Committee Reports

Secretary. The election results were 63 votes each for Rick Collins, John Shanley, Rodney Taylor, and Diana Wright. There being a majority of votes cast for each candidate, they will sit on the Board until April 2020.

Treasurer. Diana said the tax return for 2017 had been filed and that Malvern owed no tax last year. She gave a report on the association's expenses versus budget for the year to date. We currently have \$411,267.87 in our accounts.

Architecture. Jason said no applications for construction or environmental modifications were received in the past six months. Fred reminded everyone of Malvern's Architectural Signs Policy, which is now being enforced. The policy is posted on the website here:

<http://www.malvernofmadison.org/DocForm/Policy-002-signs.pdf>.

Clubhouse and Pool. Fred reported that the Clubhouse renovations were completed in December. Some minor work will be completed this year, including the office and some repairs to the exterior. The pool will open on May 24th, which is the last day of school in Madison County. It will be open daily from 7:00 a.m. to 10:00 p.m. through Labor Day.

Lake. Rick talked about the need for an emergency drawdown system at the dam. This is an old State requirement that is now being enforced by the Virginia Department of Conservation and Recreation (DCR), the State agency responsible for dam certification. This will cost Malvern about \$30,000. Rather than take money out of retained earnings, Rick has applied to DCR for a two-year extension of our provisional dam certification. Otherwise, the dam is in good shape. The north dock needs to be stained; Rick will do that himself. The planned sandy beach will be implemented at the north dock this year. The old boat storage rack has been removed. The Board will determine the best place to erect the new one.

Grounds. Rick said the mailbox area will be graded this year to improve drainage. The culvert at the bridge is getting jammed with vegetation. Once that has been cleared, the lot owner has agreed to let us bush hog the area along Dark Run. Rick reminded everyone to keep trees and bushes on your property trimmed back 8 to 10 feet from the roads and to cut branches that overhang the road. He said the Autumn Olive is especially bad. That invasive species should be removed by lot owners; otherwise, it will take over. (continued next page)

DRAFT MINUTES (continued from previous page)

Roads. TJ said that some of the cracks marked with yellow lines were overlooked by the paving contractor last year. Those repairs will be completed during the summer. He said the slurry coating that was budgeted for 2018 at a cost of \$125,000 will not be performed. He said the benefit is not worth the expense. Instead, that money will be retained for future expenses.

Social Events. Melody said the open house that was held at the Clubhouse during the Christmas holiday season was a success.

New Business

Flagpole Light. Joe Graham made a motion to install a light to illuminate the flagpole at night, at a cost not to exceed \$600. The motion carried, and the light will be installed.

Speed Indicator Sign. Rodney described a new solar-powered speed indicator sign he had seen recently. These could be deployed on Malvern Drive, Covered Bridge, or Liberty. They are stationary, not portable. There was interest from the members present, so he will research the cost and bring it up for consideration at the October Regular Meeting.

Coordinators Needed. Coordinators are needed for Firewise and the yard sale. Susan Korfanty said she might take the Firewise lead but wants to talk to the Madison County Firewise coordinator first. There were no takers for the yard sale, and members said only two people participated in the one last year. Thank you to Nancy Negron, who volunteered to be our Adopt-A-Highway Coordinator.

Open Forum

Hazardous Mailbox Parking. Liz O'Neil said it is dangerous pulling out from the mailboxes because cars coming into Malvern do not always slow down. Drivers in parked cars cannot see oncoming cars well because of the decorative fence. The members decided to improve visibility there by lowering the decorative fence, so drivers can see over it. Also, the mailbox area is being redesigned, so something else might be done there to improve safety. The Board will take up this issue.

Privacy Fence. Rodney proposed that we look into erecting a privacy fence between the pool and the adjacent Pine Torch properties, Lots 71 and 72. There being no objection, the Board will research options.

Meeting Adjourned at 11:45 a.m. The next membership meeting is the Regular Membership Meeting, October 20, 2018, location to be announced.

LAKE AND GROUNDS – RICK COLLINS

After a very wet summer with torrential rains, I am happy to report that the lake and dam are in great shape. The North dock saw several improvements with the addition of a gravel boat launching ramp and sand at the lake edge. The spillway successfully carried away the runoff from the largest rain storm, keeping the water from over topping the dam.

The box culvert on Covered Bridge was briefly over topped by Dark Run, but luckily no damage was done to the culvert. The lot owner on the east side, however, did have significant bank erosion. Several large trees were later removed from the culvert by a contractor, costing \$1800. I would remind lot owners on Dark Run that they need to remove vulnerable trees from the banks of Dark Run to prevent them from clogging the culvert on Covered Bridge.

The mail area has been transformed by Debra and Grover Dean with plantings at the entrance. Grover also installed a new fence and made a bench from the old fence lumber. There are plans to continue the improvements at the mail area by landscaping around the building.

We are going to have our contractor trim the sides of the roads again this year. The last time made a big improvement, but we need to be more aggressive and get encroaching trees back 6-10 feet from the edge and 12-15 feet above the road surface. Members with RV's and the Fire department don't want their vehicles damaged by the branches in the roadway. Lot owners can save the Club money by doing this on their property so we don't have to pay the contractor.

THANKS TO OUR VOLUNTEERS



Building walls, planting flowers



Building our playground, mulching



Maintaining our common areas



Resurfacing, staining our dock



Making some fun



Preventing erosion at our dam



Siding, roofing, painting, cleaning



Managing potentially catastrophic hazards

These are some of the many things our neighbors volunteer their time and talent to do. Want to help? Just contact a Board member to say you want to contribute too – it's so easy and helps the community in so many ways.

NOTICE OF REGULAR MEMBERSHIP MEETING

Where: Malvern Clubhouse
905 Malvern Drive, Madison, VA

Date: Saturday, October 20, 2018

Sign in: 9:30 until 10:00 a.m.

Meeting: 10:00 a.m.

Agenda: **1)** Approval of the 2019 Annual Budget; **2)** reports and other business of the Association

Items to be voted upon:

1. **2019 Annual Budget:** one of the purposes of the October membership meeting is for the membership to consider and approve the budget for the forthcoming fiscal year. The budget is prepared by the treasurer with input from the other officers, directors and committee chairmen. The membership needs to approve the budget at the October meeting. Capital improvements, if proposed, need a two-thirds affirmative vote for approval, which requires a written ballot. The remainder of the budget needs just a majority vote for approval.

There must be at least 50 lots represented in person or by proxy to hold the meeting. There are only 2 membership meetings each year. These meetings are a necessity to ensure proper maintenance of our common amenities, which include over 8½ miles of roadways, signs, culverts, clubhouse, pool, lake, playground and common areas. Proper maintenance of our amenities helps to preserve the value of your property. So please either attend the meeting or alternatively provide a signed proxy as instructed below.

Proxy

(I)(We), _____ and _____ as owner(s) of the following Lot(s) _____ Malvern Club, Inc. under the provisions of the duly recorded legal instruments governing said Club, do hereby grant my/our Proxy to _____ of Malvern Club Inc., owner of Lot # _____. This Proxy is executed for the 2018 Regular Meeting to be held on Saturday, October 20, 2018 at 10:00 AM, at the Malvern Clubhouse, and carries with it the full right to cast votes allocated to said lot or lots as the proxy holder sees fit on all issues properly brought for a vote at the meeting for which this proxy is valid.

Signature (Owner): _____ Date _____

Signature (Owner): _____ Date _____

Instructions: Each lot is entitled to one vote; please indicate all lots owned. This proxy will be used to satisfy QUORUM requirements of 50 lots represented either in person or by proxy. Your proxy may also be used on majority votes and on votes requiring a two-thirds vote of members voting either in person or by proxy. You are instructing the member you assign this proxy to vote your wishes or to vote in the same manner as the member will vote.



Malvern Club Inc.
905 Malvern Drive
Madison, VA 22727

ADDRESS CORRECTION REQUESTED