

The Malvern Communicator

April 2018

PRESIDENT'S REPORT – RODNEY TAYLOR

It has been a relatively quiet few months since our October Membership Meeting. The seemingly never-ending winter weather is finally on its way out. Springtime is just around the corner. A few recently completed winter projects of interest include the renovated clubhouse, the removal of the boat storage rack at the lake, the addition of the trench drain at the mailboxes, and the changeover to our new website. New projects are in the works for the beach area at the lake and some more enhancements at the mailbox area as well as road patching, paving, and slurry coating. Most of these projects are accomplished through the work of community volunteers. I encourage all Malvern residents to become involved in our community in some way. There are multiple opportunities to volunteer including becoming a Board member, becoming a committee member, or helping with the multiple projects that go on from time to time.

Please plan to attend the upcoming Membership Meeting or assign your proxy to a member that will attend. New Board members will be elected and there are a few new topics that need to be discussed. The meeting will be held in our newly renovated clubhouse. As always, the Membership should take this opportunity to convey their wishes to the Board so that the Board can act upon them throughout the year.

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Current Board members:

Rodney Taylor: President
Fred Bourque 1st VP, Clubhouse, Pool
T. J. Wright: 2nd VP, Roads
Fred Bourque: Secretary
Diana Wright: Treasurer
Rick Collins: Lake, grounds
Jason Woodward Architectural
Melody Langone: Director

Annual Meeting April 28, 2018

ANNUAL MEMBERSHIP MEETING

Where: Malvern Clubhouse
Date: Saturday, April 28, 2018
Sign in: 9:30 until 10:00 a.m.
Meeting: 10:00 a.m.
Agenda: 1) Approval of 10/21/2017 Regular Meeting Minutes; 2) election of new directors

SPECIAL BOARD MEETING

Time: Shortly after the conclusion of the Membership meeting
Agenda: New Board of Directors meet to elect 2018-2019 officers and make committee assignments; Malvern members may attend and comment on topics listed on the agenda

BOARD MEMBER CANDIDATES:

Each director serves a 2-year term. This year, 4 of the 7 director positions are open. Candidates to fill these positions as of the date of publication are:

1. Diana Wright
2. Rick Collins
3. Rodney Taylor
- 4.

See next page for more information on candidates.

CANDIDATES FOR DIRECTORS

Our bylaws state there will be 7 directors. Each director shall hold office for a period of 2 years. No member shall serve more than three successive terms.

The membership will vote to elect 4 directors on April 28, 2018. The current list of candidates is as follows:

<p>Diana Wright – offering to re-run for The Malvern Club board.</p> <p>I have been the Treasurer for The Malvern Club since April 2016. It is a very time-consuming task and I am willing to remain on the board for another two years. We use Quickbooks and I am retired from the accounting profession, experienced with Quickbooks and willing to stay on for another term. I am thankful for all of the assistance I have received from others especially Ed Johnson.</p> <p>In this position it is my opinion that I am your “good neighbor” fiscally responsible and I enjoy working with the members of the club.</p>	<p>Rick Collins – I have been a Malvern homeowner for the past 11 years and have enjoyed the pleasant countryside and new friends that I have met here. My wife, Ceil, and I chose Malvern because it offered us an ideal place to retire. The rural living, the amenities such as the lake, pool and clubhouse, and the friendly neighbors all contribute to an atmosphere I would like to see preserved. After spending 35 years in the classroom as a science teacher, I enjoy giving back to the community as a board member. I have contributed my time and abilities to Malvern projects and would like your support to continue. I currently chair the Lake and Grounds committee and would like to continue to maintain and improve these facilities and to insure Malvern’s financial future.</p>
<p>Rodney Taylor – current Board President offering to be considered for a second 2-year term serving the community.</p>	

IMPORTANT NOTE TO ALL MALVERN OWNERS: Current owners of Malvern are fortunate to have had what has survived since the mid-1970s – that being a community spirit for owners to volunteer their time, services, and talents in an effort to minimize expenses for work which other communities have to hire professional management companies. These efforts have allowed Malvern to remain a self-managed homeowner association since its beginnings.

You may ask, why do we even need a Board? The simple answer is because it is mandated by Virginia statute for the type of community we live in. The common sense and realistic answer is that as owners in Malvern, we each have an interest in the common elements which include over 8 miles of paved roads, a 15-acre lake, the docks, clubhouse, pool, playground, mailbox area and several parcels of ground including the lot where the pool, clubhouse and playground are located. All these amenities need to be managed and maintained.



So far, we are fortunate that 3 of the current board members have agreed to seek re-election. But at least one more resident is needed to fill the ballot of 4 candidates. As happened last year, nominations can be taken from the floor during the Annual Meeting.

In addition, the Board is seeking a **volunteer to coordinate the Firewise program** in Malvern. If you have participated in this program in the past, you know how valuable it is. This is the deal where you keep logs of the fire prevention activities you perform on your property. This includes routine maintenance like mowing the grass, pruning bushes, and felling dead trees. We present the logs to the state coordinator and, in return, we are eligible for a generous grant. We have used this grant money for important improvements like the dry hydrant at the dock. Plus, they come around each year and pick up brush you stack up at the street in front of your house. We need to schedule the brush pickup before our grant runs out in June.

SAFETY CONSIDERATION: Please be kind and respectful to your neighbors and control your speed through the community. It is every member's responsibility to adhere to the speed limit and traffic signs, and to ask their guests to do the same. Please help keep our roadways safe for the many pedestrians, bicyclists, and pets that the upcoming warmer weather will bring out.

LAKES AND GROUNDS – RICK COLLINS

This fall and winter has seen some changes to the North lake access area. By lot owner request the boat storage racks have been removed. Plans for relocation of the racks are being discussed and we hope to have new storage in place this spring. When plans are finalized, volunteers would be appreciated to facilitate the construction of the new racks.

Last year we applied for a new six-year regular Operation and Maintenance Certificate for the operation of our dam and it was **DENIED**. The state only granted us a Conditional Operation Certificate because they are now requiring a low-level drain to be installed. This device allows for the lowering of the lake level in case of emergency or for maintenance. They had never required this before, so we were surprised by the demand. We have decided to apply for a two-year Conditional Certificate to give us time to budget for the expense of installation. Our engineer thinks the total charge for the job will be around \$30,000. This includes engineering expenses, state fees, and construction. The state has been awarding grants to offset 50% of the engineering costs, so we might be able to get some of this back.

The mail area has had a new drain installed and some of the paved area regraded and repaved. We are in the process of getting bids to regrade the muddy area to the Oak Park side of the mailboxes and install a short wall, maybe pavers, and another drain. This should improve the walking surface after heavy rains.

I would like to remind lot owners to keep their trees and bushes by the road trimmed back. We are asking that trees and branches be trimmed back six to ten feet from the edge of the road and twelve to fifteen feet vertically over the road. The fire department appreciates this as it gives them room to maneuver their trucks. If you own property on one of our small cul de sacs, it is especially important as there is barely room under any circumstance.

CLUBHOUSE AND POOL – FRED BOURQUE

Your Clubhouse is open for business! If you attended our Holiday Party in December, you got to see the new interior all dressed up. Last year's renovations were completed around Thanksgiving, and we've had quite a few rentals since then. Just a reminder that the

Clubhouse is available for rental for \$70 per day-and-night for parties of up to 25 people. It's a little more for larger events: \$100 for up to 100 people, with a maximum attendance of 200 people, which costs \$200 per day and night. The Clubhouse cannot be rented for partial days. Also, the Clubhouse can be rented only by and for Malvern lot owners and their families and guests. It is not a public venue. If you would like to rent the Clubhouse for your event, contact Merri Woodward at 540.718.7125.

Part of the Clubhouse complex is the old garage or annex. At the October meeting, the members voted to fix up the big front room in the annex so that it can be used by community members for private, non-commercial events. That room will be known as the Activity Center, and it will be available starting May 1, 2018. Hours of operation will be 8 a.m. to 10:00 p.m. Lot owners in good standing will be able to reserve the Activity Center on a first-come, first-served basis for up to 2-1/2 hours for their meeting, party, or other event of up to 20 people. Reservations may be made up to two weeks in advance of your event. You can read the Activity Center Use Procedure here: <http://www.malvernofmadison.org/DocForm/ActivityCenterUseProcedure.pdf>. If you would like to reserve the Activity Center, contact Fred Bourque at 540.738.2200.

The Pool is about to open! We had a great summer at the Pool last year. The new pump performed like a champ and has just been serviced for the 2018 season. The pool has been undergoing its "opening" since the first week in April. This is the process of scrubbing the pool and filtering the water and treating it with chemicals to remove the algae, bacteria, metals, and other contaminants that may have been introduced by the rain and snow over the fall and winter. (Sounds scary, but we do this every year.) At the Spring Meeting, we'll give you an update on how that process is going. If all goes as planned, the Pool will be ready for swimmers on Friday, May 26th, the start of Memorial Day Weekend. The Pool will remain open from 7:00 a.m. to 10:00 p.m., every day through Labor Day. If we have to close the pool temporarily for maintenance, we'll post a notice on the Malvern website. You may pick up your pool key at the Spring Meeting if you've paid your user fee, or you can pay the \$21 there and get a key. If you have any questions about the Pool, call Fred.

TREASURER'S REPORT – DIANA WRIGHT

2017 YEAR-END STATEMENT OF INCOME AND EXPENSES

Income			Expenses		
	Total 2017	Budget		Total 2017	Budget
Annual Dues	128,700.00	128,700.00	Accounting	875.00	6,000.00
Boat Fee	105.00	135.00	Administration	1,744.14	2,250.00
Clubhouse Rental	4,130.00	4,000.00	Building, Grounds	14,005.80	17,600.00
Late Fee	1,530.00	450.00	Business Licenses and Permits	398.80	235.00
Packet	1,105.00	325.00	Insurance Expense	4,640.00	4,850.00
Pool Fee	2,457.00	2,400.00	Legal Fees	5,040.36	4,000.00
Road Impact Fee	1,000.00		Operations - Clubhouse	3,088.27	22,250.00
Interest Income	658.00	500.00	Clubhouse Remodel/Upgrades	23,571.09	
Mowing	900.00		Clubhouse Electrical Rewire	15,990.83	
Other income	50.00		Operations – Pool	10,057.08	7,475.00
			Pool Deck Repair from FY 2016	29,564.00	
			Playground	2,682.75	750.00
			Road Testing of Base	10,890.00	
			Roads	27,844.52	41,000.00
			Social Committee	310.30	1,500.00
			Utilities	6,229.75	9,300.00
Total Income	140,635.00	136,510.00	Total Expense	156,932.69	117,210.00

2017 ASSET INFORMATION FROM BALANCE SHEET

Account balances on January 1, 2017: operating funds: \$128,318.87; reserve funds: \$220,283.70; total funds: \$348,602.57.

Account balances on December 31, 2017: operating funds: \$167,868.30; reserve funds: \$190,548.07; total funds: \$358,416.37.

2017 NOTES FROM OUR TREASURER ...

2017 was a good year for the Malvern Club financially.

We were able to complete the pool deck work and remodel and refresh the clubhouse to a beautiful area to be enjoyed by all of our members!

In December of 2016 I transferred \$30,000 to the reserve fund which was the pool deck repair funds that did not get disbursed in 2016 as budgeted.

In September of 2017 I transferred the same \$30,000 back to the operations account in order to cover the cost of the pool deck work.

In 2017 we had significant expenses to bring the clubhouse to a safe operating status with electrical repairs and the associated cost. We also had to replace the pool pump system.

In Feb 2018 \$11,412 was deposited into the reserve account to bring us to the target reserve fund balance as outlined in the 5-year plan. The balance as of March 1, 2018 was \$201,982. This is on target.

The income tax returns were filed and there were no taxes due.

ROADS COMMITTEE – T. J. WRIGHT

Patching and repairs were completed last fall for the 2017 season.

Roads also assisted with the installation of a trench drain at the Mail box area.

I am currently reviewing the cost / benefit of the Slurry coating of our roads.

The “Slurry Coat” process was initially suggested by the previous roads chairman 5+ years ago and has been planned for in our budget projections.

The current remaining “life expectancy” (with regular maintenance) of our main roads:

Ashlawn	9 Years
Malvern Dr.	20 Years
Liberty	20 Years
Covered Bridge	18 Years

Opinions vary, but the average life of slurry coating – 7 to 8 Years.

Based on a slurry coating “life” of 7 or 8 years, it may be prudent to NOT slurry coat, but rather continue to patch and maintain our roads, while building reserves for overlaying some (probably the main roads) and replacing paving and base on others in areas where they fail due to deficient roadbase installed at the time of original paving.

This is a bit fluid currently; however, in May I will be retiring and can spend more time researching and inspecting our roads.

Our regular “inspection” of all roads will be conducted in June 2018.

Snow plowing expenditures appear to be heading for a pleasant “low” for the 2017/2018 winter.

MEMBERS are reminded with spring coming, trees & limbs over the roadways should be pruned back.

Also, please remember to keep your ditches clean and free of leaves which can clog culverts.

DRAFT REGULAR MEMBERSHIP MEETING MINUTES October 21, 2017

Location: Madison Presbyterian Church, 1236 Fishback Road, 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.

Quorum Present: The Secretary reported that 61 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 10:03 a.m.

Officers Present:

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

Decisions & Actions

1. The minutes of the April 29, 2017, Annual Membership Meeting were approved by unanimous voice vote.
2. Officers were elected to fill two Board vacancies. Rick Collins fills a seat expiring on April 28, 2018; Jason Woodward fills a seat expiring on April 27, 2019.
3. Committee assignments were made, as follows:

Architecture:	Jason Woodward
Clubhouse & Pool:	Fred Bourque
Lake & Grounds:	Rick Collins

Roads: T. J. Wright
Social Events: Melody Langone

4. The Activity Center project was approved by unanimous voice vote.
5. The 2018 Operations Budget was approved by unanimous voice vote.

Committee Reports

Secretary. The election results were 61 votes for Rick Collins, 56 votes for Jason Woodward. There being a majority of votes cast for each candidate, they joined the Board. At the October 12, 2017, Board meeting, Gerry Monnat announced that he and Donna Philips were resigning from the Board due to medical considerations. On October 19, 2017, the Board voted unanimously to accept their resignations with regret.

Treasurer. The proposed budget for 2018 was presented, discussed, and passed unanimously. The approved 2018 budget can be viewed on the Malvern of Madison website at this link: <http://malvernofmadison.org/DocForm/ApprovedBudget.pdf>

Architecture (Rodney Taylor for Jason Woodward). No applications for environmental modifications were received in the past six months. Several new garages were approved.

Clubhouse and Pool. The pool opened Memorial Day weekend and closed on September 17th. Pool days were extended two weeks to accommodate member requests. Pool costs exceeded the 2017 budget due to emergency repairs, including replacing the pump. Clubhouse renovations were started on August 21st and should be completed by Thanksgiving. Clubhouse expenses also exceeded the 2017 budget due to emergency repairs to the electrical system.

Grounds/Lake. The dock has been cleaned to remove the graffiti. Members performed the work. If cleaning is required in the future, Rick recommended using a contractor.

Roads. Repairs to the roads are planned for late October-early November. Cracks marked with yellow paint will be filled. Repairs to the mailbox area pavement are also planned for the same time. Today (October 21st) members will be installing a drain in the asphalt in front of the mail box. This work may result in uneven pavement between the asphalt, the drain, and the concrete apron around the mailbox area. Members are cautioned to be careful when getting their mail. This temporary situation will be fixed once the paving has been completed.

Joyce Humphrey advised that the embankment at the Partlows' on Liberty Lane is chunking off into the gutters.

Social Events. An open house at the Clubhouse is planned for the holidays, probably in mid-December.

Old Business

"Drive 25". Barbara Vandeventer brought the "Drive 25" bumper stickers to the meeting. These stickers will be made available at Board meetings to members who would like one.

Activity Center. Rodney passed out a handout with a Proposed Activity Center Procedure detailing rules governing the use of the facility. The Activity Center be housed in the big main room of the garage building. It will be made available free of charge to active members on a first come-first served basis for activities of short duration (i.e., under 3 hours). The Clubhouse manager (Fred) will maintain the reservation schedule and coordinate access for members. The Activity Center will be opened to members once the required repairs have been completed (e.g., replacing all of the windows), which should be completed by the spring. The membership unanimously approved a motion to proceed with this project.

New Business

Traffic Enforcement Ordinance. The Madison County Board of Supervisors repealed the ordinance to permit the county to enforce traffic laws inside Malvern. Henceforth, Malvern will be treated as every other private community within Madison County. The Sheriff's Department will respond to calls for assistance or crime reports, but it will not patrol Malvern roads or issue tickets. Grover Dean explained the Virginia policy on investigation of accidents on private property. A member asked what liability Malvern has if someone is killed on Malvern roads. Rodney said the Board would find out. The member advised the Board to review the community's liability coverage.

5-Year Plan. There was discussion about a possible increase in dues in 2020. The Board asked for volunteers for the Reserve Study update that is required before the 5-Year Plan can be finalized.

2018 Operations Budget. The proposed 2018 Operations Budget was discussed and approved unanimously by the membership.

Open Forum

There were no items discussed in open forum.

Meeting Adjourned at 11:33 a.m. The next membership meeting is the Annual Membership Meeting, April 28, 2018, location to be announced.

NOTICE OF ANNUAL MEMBERSHIP MEETING

Where: Malvern Clubhouse

Date: Saturday, April 28, 2018

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

Meeting: 10:00 a.m.

Agenda: **1)** Approval of 10/21/2017 Regular Meeting Minutes; **2)** Election of new directors; **3)** items to be voted upon (see below); **4)** reports; **5)** other business of the Association

Items to be voted upon:

1. Approval of 10/21/2017 Regular Meeting Minutes

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 Annual Meeting to be held on Saturday, April 28, 2018 at 10:00 AM, at the Malvern Clubhouse, and carries with it the full right to the proxy holder to cast his/her/their vote allocated to said lot or lots as he/she 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