

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

January 13, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Scott Rife

Dick Thompson
 Don Buser
 Dave Loomis

Club Kemper Deane
Member: Frank Sargent
 Jim Kilpatrick

Don Nicholson
 Dave Kalish

- I. Call to Order at 1909
- II. Previous Meeting Minutes approved on motion from Don and a second from Dick
- III. New Business
 - A. Angie Wiseman and some other women want to use the Teen Center for Aerobics every week. Mike will get her a key so they have easy access.
 - B. The board will look at selling the Stables as two lots
 - C. Jim Kilpatrick asked about turning the roads over to the State. He talked to Gary Deal who thought the roads could be easily and inexpensively turned over to the State. The board discussed the previous estimates from 5-7 years ago. Those estimates were for \$1 Million.
- IV. Old Business
 - A. Nominating committee - Frank Sargent reported that Flora May and Norm Kloker will work with him
 - B. Deer carcasses - Not much we can do at this point other than encourage everyone to post "No Trespassing" signs on their property. A white mark on the trees serves just as well. The signs and marks must be at most XX feet apart.
 - C. Damage to Old Forge Way - The deputy filed a report and we're talking to Jeff Early to make sure we have a solid case before we go to court.
 - D. New Mailboxes - We have 104 mailboxes. We can install some of the boxes on the current slab if we need to otherwise we will start on the new slab in the Spring.
 - E. Junk cars on all lots - Mike reported that Madison law allows 5 abandoned cars on the property. Mike is going to explore changing the By-Laws to limit this.
- V. Committee Reports
 - A. Secretary Scott Rife
 - 1. Packet - No work done yet
 - 2. Files - File cabinet purchased. Scott will work on the files. Saving all files that are less than 7 years old and cleaning out the rest.
 - B. Buildings and Grounds..... Mike Perryman
 - 1. Furnace in Clubhouse - Total cost to fix this came to \$750. Thanks to all who participated in the effort and kept the cost down.
 - 2. Barbara Bigler will now be handling the Clubhouse reservations and cleaning. Thanks to Mary Buser and Sherrie Kilpatrick for their service in the past.
 - C. Architecture..... Wallace Harvey
 - 1. Lot 25A - Nicholson - Looking for plans
 - 2. Lot 26 - Miller - Shed painted to match house and complies with standards. Both driveways are on plan and boat is no longer on property.
 - 3. Lot 41 - Lee - New home

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Clubhouse

4. Lot 132 - Billy Yates
5. Lot 199 - House burning - Mark Hale - House burnt down and now have to push over the chimney and clean up a bit.
6. Lot 202 - Humphries
 - a) Barn clearing
 - b) Fence row clearing - Lot 204 - Matthews - Permission to clear and who pays
7. Lot 256 - Kirkpatrick - No approval yet. Need check deposit

D. Public Relations Dick Thompson

1. Next Communicator: All articles to Dick by 2/25/98 and distribution on 3/15/98
 - a) Note about Winter get together..... Dave Loomis
 - b) Road costs Scott Rife/Kemper Deane
 - c) Names from Nominating committee and bios
 - d) Spring meeting agenda

E. Finance - See Income and Expense and Delinquent Dues reports..... Bob Schantz

1. The board approved a motion from Bob with a second from Scott to pay off all the loans six months early at the cost of \$41,000.
2. State Farm
 - a) The liability insurance was cancelled for the board in early 1997. The \$600 check finally made it back to Madison and Bob had the money put towards reinstating the insurance retroactively
 - b) The \$600 check had been cashed by the local office and Bob was unable to receive a reasonable explanation for this. The board would like to investigate why this occurred and ask for another agent.

F. Roads Kemper Deane

1. Signs - Three "stop signs" purchased and 4 "children at play" signs - All taken care of
 - a) Stop sign on Liberty and Covered Bridge
 - b) Stop sign on Ashlawn and Malvern
 - c) Children at play signs
2. Old Forge Way - Waiting til Spring
3. The board approved \$XX to replace Sam's salt spreader on a motion from Bob and a second from Mike.
4. Pine Torch Plats - Received signed plats from all but Strittar and Grogan. Grogan's is not necessary.
 - a) Strittar is concerned about the rights of way and road location. Kemper called and talked to him and got it all straightened out. He will sign the plat and send it to Malvern.
5. General Maintenance

VI. Next Meeting - February 10, 1998 at 1900

VII. Adjourn at 2100

Secretary of the Official Board - Scott Rife

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

March 10, 1998

Clubhouse

Board Members: Mike Perryman
Wallace Harvey
Scott Rife

Dick Thompson
Don Buser
Dave Loomis

Club Member: Kemper Deane
John Dawson
Nancy Lambert
Al Lambert
Ray Brush
Cecil Huffman
Jim Rumpler
Margaret Dawson

Don Nicholson
Norm Kloker
Dave Kalish
Frank Sargent
Amy Rife
Shirley Marks
Tom Jarrell

- I. Call to Order 1902
- II. Previous Meeting Minutes approved on a motion from Don with a second from Wallace
- III. New Business
 - A. Responsibilities for Malvern Management, Inc. (MMI) and Malvern Club, Inc. (MCI) – Al Lambert presented an attached document. These are some of the points and questions from the discussion of that memo:
 1. The original developer was supposed to complete the roads
 2. MCI did not prosecute for non completion
 3. The Incorporation papers for MCI don't say that we *should* build roads
 4. What *should* MCI do?
 5. The board noted that roads had been built in the past
 6. MCI has spent more than \$33,000 on Old Forge which is the road leading up to Malvern Land Trust's lots.
 7. Pete Hamilton had talked to Kemper about selling some of the lots (to Kemper) on Old Forge. Kemper made sure to tell him that the lots needed a road built to them to be viable. Pete said he would check on that before buying the lots.
 8. Ray Brush noted that some discussion had occurred with Malvern Land Trust to use their overdue dues for building a road to the lots.
 9. Treacle has met with Early about the University's interest in the lots.
 - B. Suit from Malvern Land Trust
 1. Money spent on lots will be presented
 2. April 30, 1330 at Madison Courthouse
 - C. Lot 75 – Building of Pine Torch Lane should have some priority because of this lot. Ray Brush had talked to the owner in the past.
- IV. Old Business
 - A. Dogs – Madison should pass law – Dave Loomis suggested that the board aggressively pursue any owners whose dogs threaten other residents.
 - B. Selling the Stables as two lots – No more work done at this time
 - C. Turning the roads over to the State – No letter from anyone about this. No one here to talk about it
Scott will write article for communicator.
 - D. Nominating committee has talked to and nominated 5 owners for the board. A short bio of each will appear in the next communicator:

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

March 10, 1998

Clubhouse

1. Bob Schantz
 2. Don Buser
 3. Dick Kassler
 4. John Dawson
 5. Bina Fears
- E. Damage to Old Forge Way – No activity yet on this
- F. Junk cars on all lots Mike Perryman
- V. Committee Reports
- A. Secretary - Packet should be done by Spring Election meeting. Will include the full Deed of Dedication.
- B. Buildings and Grounds Mike Perryman
1. Clearing down to Lake – Still talking to Wesley Lohr about price and soil erosion issues. Focus on pulling out dead trees and leaving stumps so the ground is not disturbed. Clean out brush from the other forest areas. Ray reminded us that the drain field borders on the area cleared for a tennis court.
- C. Architecture..... Wallace Harvey
1. Change the minimum standards on a two story home to 2200 sq feet
 2. Lot 25C - Kirkpatrick – Approved and variance letter sent out. Need brush moved back from road before completion.
 3. Lot 41 - Lee - Building started in November, 1997
 4. Lot 132 - Billy Yates - Started home in June of 1996. Now over 15 months.
 5. Lot 202 - Humphries - Building started in January 1998
 6. Lot 125 – Landis wants to build and Mrs. Morley is aware that a waiver was signed to allow him to build close to the lot line. The board approved the building of the home on lot 125 on a motion from Wallace and a second from Dick. Wallace has the check.
 7. Lot 128 – Wants to add a family room to rear of building. The board approved the addition on a motion from Wallace and a second by Don.
- D. Public Relations..... Dick Thompson
1. Next Communicator: All articles to Dick by 2/25/98 and distribution on 3/15/98
 - a) Note about turning roads over to the state Scott Rife
 - b) Names from Nominating committee and bios..... Frank Sargent
 - c) Spring meeting agenda..... Scott Rife
 - d) 5 year plan from ~1993 Scott Rife
- E. Finance - See Income and Expense and Delinquent Dues reports – Mike presented. Noted that non-dues paying member will not be able to vote. List at gate is updated. Over 60 people have not paid.
- F. Roads Kemper Deane
1. Ashlawn – 2 speed limit signs installed and beware of pets
 2. Board approved spending \$300 for 10 stop signs on a motion from Dave and a second from Wallace
 3. Sam's salt spreader
 4. Old Forge – options and info:
 - a) Spent \$33, 835
 - b) Original plan to clear 900 feet
 - c) End of the cul-de-sac \$60K additional
 - d) Finishing cleared road will cost \$40K
 - e) 2400 feet at \$47 lineal foot for gravel and seed

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

Mary
April 14, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Wallace Harvey

Dick Thompson
Don Buser

Club Kemper Deane
Member: Jim Kilpatrick

Don Nicholson

- I. Call to Order at 7:16 by Dick Thompson
- II. Previous Meeting Minutes approved on a motion by Dick and a second by Wallace.
- III. New Business
 - A. Volunteer of the Year – 1997 – On a motion from Don and a second by Wallace the board voted to make Mike Perryman Volunteer of the year and spend \$45 on a plaque. Bob will take care of this.
- IV. Old Business
 - A. Suit from Malvern Land Trust – April 30, 1330 at Madison Courthouse – They own 17 lots, 4 have roads to them. We spent \$33,000+ on the roads to their lots already in the last two years. This is more than they have paid in dues. Talked about working a plea bargain to settle out of court and commit to using their dues solely for building Old Forge.
 - B. Turning roads over to the State – Kilpatrick brought the attached letter from the State about the roads and would like a clarification in the next newsletter. The actual amount is \$87,259.70. Mike proposed that a special road committee be formed to address this issue. The committee is made up of Kemper, Mike, Bob, and Jim Kilpatrick. Mike wants to get a quote on Covered Bridge and Liberty so we know the total cost before starting with Malvern Drive. This should include the cost to bring the box culvert up to state standards.
 - C. Sales of stable area as two lots - Holding
- V. Committee Reports
 - A. Secretary Scott Rife
 - 1. Packet – Done and copies made
 - 2. Files – No work done on this
 - B. Buildings and Grounds.....Mike Perryman
 - 1. Clear area down by lake by clubhouse – delayed due to all the rain
 - 2. Mowing the Common Areas – 2 bids received. Jarrell approved on a motion from Wallace and second by Mike
 - 3. Clear cherry tree by pool – Approved on a motion from Wallace and a second from Mike.
 - 4. Houston putting stuff in the stable again – Talked about sending a letter. Sam Driver sent certified letters in the past about this situation.
 - C. Architecture..... Wallace Harvey
 - 1. Change the minimum standards on a two story home to 2200 sq feet.
 - 2. Lot 25C – Kirkpatrick – Need brush moved back from road before completion.
 - 4. Lot 121 – Ernest Lee – Problem with perc
 - 7. Lot 132 – Billy Yates - Started home in June of 1996. Now over 15 months.
 - D. Public Relations Dave Loomis?
 - 1. Next Communicator: All articles to Dave Loomis by 5/15/98 and distribution on 6/15/98
 - a) Note about turning roads over to the state..... Scott Rife

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

May 12
April 14, 1998

Clubhouse

- b) Spring Election meeting article..... Scott Rife
- c) Spring Mowing Mike Perryman
- d) Motel, the tailor from *Fiddler on the Roof* – Paul Clements & Barn used for sets Scott Rife
- e) Pool..... Mike Perryman
- f) Special Dues due..... Bob Schantz
- g) 5 Year plan from 1993 Scott Rife
- h) Road costs..... Scott Rife/Kemper Deane
- E. Finance - See Income and Expense and Delinquent Dues reports..... Bob Schantz
- F. Roads Kemper Deane
 - 1. 10 Stop signs
 - 2. Sam's salt spreader
 - 3. Old Forge – Will cost about \$60K to complete
 - 4. Pine Torch
 - a) Plats..... Scott Rife
 - 5. Yellow lines on the roads
 - 6. General Maintenance
- VI. Next Meeting – May 12, 1998 at 1900
- VII. Adjourn at 2130

Secretary of the Official Board – Scott Rife – From notes by Dick Thompson

**Malvern Club, Incorporated
Spring Election Meeting
Minutes**

April 25, 1998

Clubhouse

- I. Call to Order at 10:10 by Mike Perryman
- II. Introduction of Candidates (Nominations from the floor)
- III. Vote for Board Members
- IV. Discussion of change in architecture requirements to 2200 square feet for a two story home.
- V. Vote for change in architecture requirements – On a motion from ?? and a second by Don Reiss. This was approved on a majority hand vote.

VI. Volunteer of the Year – Mike Perry was presented with a plaque for his service to Malvern

VII. New Residents:

| | | | | |
|----------------------------|--------------------------------|-------------|------------|--------------|
| Humphrey Barry | Lot 202 202 Winter Frost Court | Sterling VA | 20165-5821 | 703-430-2964 |
| Kloker Frances | Lot 037 PO Box 515 | Madison VA | 22727 | 540-948-3566 |
| Kassler Dick and Elizabeth | Lot 146 80 Malvern Dr | Madison VA | 22727 | 540-948-5419 |
| Amburn Randall & Jo Ann | Lot 056 33 Malvern Drive | Madison VA | 22727 | |

VIII. Committee Reports

- A. Buildings and Grounds Mike Perryman
- B. Architecture Wallace Harvey
- C. Finance Bob Schantz
- D. Roads Kemper Deane

IX. Voting Results

- A. Bob Schantz with 73 votes
- B. Dick Kassler with 66 votes
- C. Don Buser with 58 votes
- D. 75 total ballots cast
- E. Bina Fears with 25 votes
- F. John Dawson with 3 votes

X. Other business

- A. Dave Aliff asked about an emergency exit at the back of the property in case the bridge goes out. Don Nicholson also voiced his support for this.
- B. Turning the roads over to the state
 - 1. Don Nicholson voiced his concern about the bridge over Dark Run costing about 250K to replace if we got another flood and he'd prefer that the state had the responsibility to replace. Because the state has all the contractors on special priority in case of a natural disaster we will get the bridge replaced sooner with the state.
 - 2. Must have the request in by Feb.
- C. Pets – Minda Swett's cat was shot by someone and Don Nicholson pulled nine pellets out of one of his dogs. Let's keep our eyes open for illegal hunting on Malvern property.
- D. Houston running car repair business out of his garage.

XI. Next Meeting - October 17, 1998 at 1000 AM

XII. Adjourn

Current Board Members

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

May 12, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Wallace Harvey
 Dave Loomis

Dick Kassler
Don Buser
Scott Rife

Club Frank Sargent
Members:

- I Call to Order at 7:05 by Mike Perryman
- II Previous Meeting Minutes approved on a motion from Mike and a second from Don.
- III New Business

A Election of Officers

- 1 Mike President
- 2 Scott Secretary
- 3 Bob Treasurer
- 4 1st VP Don Buser
- 5 2nd VP Dick Kassler
- 6 Chair Architecture Wallace Harvey

B Emergency Exit – not on Surrey Court. There are some notes about Aroda being the exit road. Don Buser commented that the Aroda road exit had come up in the past on a request by Madison Emergency Services. The membership at that time was against this because it would allow people to drive through Malvern. This could be addressed by putting up a chain across the exit that emergency services has access to.

C Insurance and Balance sheets don't match in value. Bob has arranged for an appraiser from the insurance company to come in a revalue.

D Madison County task force for sustainable growth – Norm and Helen Kloker sent us this information and asked that the board become involved by sending a representative and donating \$100 to the task force. The board approved a \$100 donation to this organization and agreed to ask Norm Kloker to be our representative on a motion from Bob and a second from Wallace.

E Charlie Walters flies model planes and he has a sea plane that he'd like to land on the lake near the dam side. The fuel is ether and not petroleum so there shouldn't be a problem with pollution. There was some concern about disturbing people fishing and running into electric wires. The board approved this request by common consent. Thanks to Charlie for working with us. We may need to revoke this if there are complaints about the noise.

F Dick Kassler was approached after the Spring Meeting about marking the steps into the Clubhouse because some people have not seen them clearly and tripped. Don Buser commented on what has been done at other establishments. Wallace has some paint with sand in it to put on the steps. Dick said he'd take care of this.

IV Old Business

A Houston Dick Kassler

- 1 Car on lot by Dark Run
- 2 Running business from garage
- 3 Putting stuff in stable again

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

May 12, 1998

Clubhouse

B Suit from Malvern Land Trust – April 30, 1330 at Madison Courthouse – Bob met with Jeff Early and Mike the morning of the trial. Malvern agreed that we would complete the 900 feet by September and they will pay all dues (past and current) within 10 days or we can collect interest on all outstanding dues.

C Sales of stable area as two lots - Holding

V Committee Reports

A Special Roads Committee – Turning roads over to the state Jim, Mike, Kemper, Bob

B Secretary..... Scott Rife

1 Files at clubhouse

2 Make copies of Packet for all board members

C Buildings and Grounds Mike Perryman

1 Clear area down by lake by clubhouse

2 Mowing the Common Areas by Jarrell

3 Clear cherry tree by pool

4 Purchase two tables with umbrellas and one life preserver and 4 chairs not to exceed \$200. The board approved on a motion from Bob and a second from Don.

5 Pool supplies have been purchased for \$292. It was over \$400 last year.

6 Pool lock combination is 24,3

7 Need to get Dick Thompson's key. Dick Kassler will get it.

D Architecture Wallace Harvey

1 Change the minimum standards on a two story home to 2200 sq feet.

2 Lot 7 – Randy Taylor – Was walking around lot checking out stakes. Planning to start building in two months. Wants to know when Sylvan Court will be cleared so the trucks can get in and out.

3 Lot 25C – Kirkpatrick – Need brush moved back from road before completion.

4 Lot 29 – Sacra – Wants permission to start clearing trees. Wallace will check out the marked trees.

6 Lot 121 – Ernest Lee – No activity recently. Wallace will call.

9 Lot 132 – Billy Yates - Started home in June of 1996. Now over 15 months. Work has started again.

E Public Relations Dave Loomis

1 Next Communicator: All articles to Dave Loomis by 5/15/98 and distribution on 6/15/98

2 Update about turning roads over to the state..... Scott Rife

3 Spring Election meeting article Scott Rife

4 Spring Mowing..... Mike Perryman

5 Motel, the tailor from *Fiddler on the Roof* – Paul Clements & Barn used for sets..... Scott Rife

6 Pool Mike Perryman

7 Special Dues due Bob Schantz

8 5 Year plan from 1993 Scott Rife

9 Road costs..... Scott Rife/Kemper Deane

F Finance - See Income and Expense and Delinquent Dues reports Bob Schantz

G Roads..... Kemper Deane

1 Sylvan Lane – Needs to be cleared for Lot 7 to be built.

2 10 Stop signs – Signs are up

3 Sam's salt spreader – Taken care of

4 Old Forge – Need to decide on a contractor. We have decided to do 900 feet for about \$60K.

2 Mowing the

3 Clear cherry

4 Purchase two

5 approved on

6 pool supplies

7 need Dick's

**Malvern Club, Incorporated
Board of Directors Meeting
Minutes**

May 12, 1998

Clubhouse

5 Pine Torch – Plats all signed and Strittar would like to start clearing trees. Kemper will mark the trees and get back to Strittar on that.

6 General Maintenance

VI Next Meeting – June 9, 1998 at 1900

VII Adjourn at 2056

Secretary of the Official Board – Scott Rife



**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

June 9, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Wallace Harvey

Dick Kassler
 Scott Rife
 Don Buser

Club Frank Sargent
Members: Don Nicholson
 Cecil Huffman
 Al Lambert

Tom Jarrell
Dick Thompson
Shirley Marks
David Bean

I Call to Order at 19:04

II Previous Meeting Minutes approved on a motion from Don and a second from Wallace.

III New Business

- A Mr. Jarrell asked for permission to trim the holly tree by the clubhouse. The board approved this by general consent.
- B Mr. Huffman commented on how people are coming across his personal property to fish on the lake and get into his flower beds. Asked us to print something in the newsletter about respecting other people's property lines. Mike will get an article to Dave.
- C Mr. Huffman wanted us to cancel plans for the second lake because he's got a lot that won't perk if the lake is built. There are legal implications to changing the lake plans. Mike had asked Ray to do some research on this. Can we reduce the size to help with lot perking? He stated that part of his 3 acre lot would be lost to the lake. He requested a vote from the membership to approve/disapprove the lake. Bob said that the membership had voted against the lake at a meeting a few years ago. What are the legal responsibilities of Malvern to building the lake? Ms. Marks and Mr. Huffman asked the board to investigate and get back to the membership with choices.
- D David Bean presented an option to secure the pool. Fingerprint system for \$1,500-\$2,000. Cards always are an expense and aren't easy to give to friends.
- E Bob said that some people are interested in getting mailboxes. There is a cube of boxes that are not labeled and we need to get them labeled. (Barry Humphrey – 948 3261 and Rex & Kim Nomeyko – 205 Covered Bridge – 948 3210). Scott will call on this.
- F Need to make sure that we limit the number of abandoned vehicles. Licensed, inspection, county, in driveway, more than 30 days. Scott will call Early about this.

IV Old Business

- A Houston Dick Kassler
 - 1 Car on lot by Dark Run
 - 2 Running business from garage
 - 3 Putting stuff in stable again
- B Emergency Exit – Mike talked to Gary Deal today about the state roads. Said he'd look at this when he comes in to estimate the other roads.
- C Insurance and Balance sheets don't match – Bob Schantz reminded us that the evaluation will happen sometime this summer. Bob has checked on insurance for the dam and the bridge and FEMA will only insure "structures" which does not include the dam and the bridge. Gary Deal will estimate the cost to replace the bridge when he does his estimates.
- D Clubhouse Steps – Marking – Dick Kassler painted all the steps in front of the clubhouse.

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

June 9, 1998

Clubhouse

F Dick Thompson's key – Dick Kassler picked this up.

V Committee Reports

A Special Roads Committee – Turning roads over to the state Jim, Mike, Kemper, Bob

B Secretary Scott Rife

1 Files at clubhouse

2 Make copies of Packet for all board members

C Buildings and Grounds Mike Perryman

1 Clear area down by lake by clubhouse – still trying to get someone in to do the work

2 Mowing the Common Areas by Jarrell

3 Clear cherry tree by pool – Gone. Good work day.

4 Purchase two tables with umbrellas and one life preserver and 4 chairs not to exceed \$200. The board approved on a motion from Bob and a second from Don. Life preserver purchased and waiting for sale on umbrellas.

5 Lattice work replaced on pool area.

6 Entry way cleaned up.

7 Don Nicholson bushhogged the area by stable.

D Architecture Wallace Harvey

1 Change the minimum standards on a two story home to 2200 sq feet.

2 Lot 7 – Randy Taylor – Sylvan Court – No more info.

3 Lot 25C – Kirkpatrick – Need brush moved back from road before completion. Hold his \$500 deposit until the brush is cleared. This brush pile is a road hazard.

4 Lot 29 – Sacra – Wants permission to start clearing trees. Wallace will check out the marked trees.

5 Lot 41 – Ernest Lee – Started in November, 1997. Put up a "for sale" sign

8 Lot 132 – Billy Yates – Started in ????. Bob said he's made no move since property cleared.

9 Lot 134 – Michael Pippen – Needs to work with neighbors to get permission to build shed.

10 Lot 137 – Johnny Taylor – Committee approved an addition on the back of the house.

12 End of Architecture

E Public Relations Dave Loomis

1 Next Communicator: All articles to Dave Loomis by 8/15/98 and distribution on 9/15/98

2 Bob requested that we send the year end newsletter in an envelope with dues notice.

3 Update about turning roads over to the state Scott Rife

4 Fall Budget meeting agenda Scott Rife

5 Fall Mowing Mike Perryman

6 Pool Mike Perryman

7 Encourage letters to the editor about turning the road over to the state and privacy issues associated with this change.

8 Trespassing Article – Get license plates and description and report to police. Neighborhood watch. Suggested one person as clearing house for information.

9 Property around lake Mike Perryman

10 Change building standards Wallace Harvey

F Finance Bob Schantz

G Roads Kemper Deane

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

June 9, 1998

Clubhouse

- 1 Sylvan Lane – Needs to be cleared for Lot 7 to be built. Don bushhogged the road and Wallace will clear some limbs. Once home is built then we'll put down new gravel.
- 2 Old Forge – Need to decide on a contractor. We have decided to do 900 feet for about \$30K. Two estimates: (Wesley Lohr and Jimmy Aylor are other contractors)
 - a Fulconer – \$104K to finish road. \$33K+ to finish 900 feet.
 - b Alpine Construction \$86K to finish road. No price for 900 feet. Don said that the man promised 3 different things and hasn't delivered on any of them. And that he told Don a different price in a discussion this weekend.
 - c Another estimate due in this week from Jarrell's Construction.
- 3 Pine Torch – Kemper will mark the trees and get back to Strittar on that.
- 4 General Maintenance
 - a Ashlawn needs maintenance for potholes.

VI Next Meeting – July 14, 1998 at 1900

VII Adjourn at 2115

Secretary of the Official Board – Scott Rife

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

August 11, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Dave Loomis
Club Jim Kilpatrick
Members: Don Nicholson
 Norm Kloker
 Teresa Seeber
 Don Judd
 Shirley Marks
 Helen Peterson
 Jim Kilpatrick
 Tom Pulaski

7
Dick Kassler
Don Buser

Rex Nomeyko
Kemper Deane
Meg Morley
Matt Seeber
Cecil Hoffman
Tom Jarrell
Alfred Peterson
Dick Thompson

I Call to Order at 1905

II Previous Meeting Minutes were approved on a motion from Bob and a second from Dick.

III New Business

A Community Yard Sale on 9/26/98 at the Clubhouse. Mark Hale is the contact at 948-5552. Still need to know the number of tables needed. There will be no charge for use of the tables. Many people are interested in selling some of the belongings but Malvern does not condone the posting of signs. So we decided to sponsor a community yard sale. If it goes well we'll make it a yearly event.

IV Old Business

**A No smoking signs for clubhouse. Dick Thompson is still working on signs.
B Old Apple trees need to be trimmed not cut down. No action at this time.**

V Committee Reports

A Special Roads Committee – Turning roads over to the state Jim, Don, Mike, Kemper, Bob

- 1 Committee is in favor of turning Malvern Drive and Covered Bridge Drive over to the State.**
 - a The money to work on the road must be paid up front and placed in escrow for VDOT to start the project. What is the actual deadline? We know that the deadline is in February, 1999.**
 - b VDOT will require a 50 foot easement. This means 25 feet from the center of the road onto each owner's property.**
 - c Several roads are not within proper property lines (Pine Court, Malvern Drive & Covered Bridge Drive). This means that some lot owners may need to give more than 25 foot right of way OR we would need to change the road and this would require another estimate and likely raise the cost.**
 - d In order to turn all roads over to the State all the property owners must deed the right of way to the State. What is the legal process to accomplish this?**
 - e In order to pay the \$100K for paving Malvern Drive and Covered Bridge we could borrow the money from a bank or from the members. This would be paid back from the special assessment monies (approximately 5 years).**
 - f Many people are concerned that appropriate information is communicated to the members. This includes but is not limited to:
 - i Costs**
 - ii Pros.& Cons**
 - iii Alternatives****

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

August 11, 1998

Clubhouse

iv Legal issues

- g It was proposed that we could sell the Clubhouse and the Stable lots to raise money to maintain our current roads if funding is an issue.

B Secretary..... Scott Rife

- 1 Files at clubhouse – New cabinet installed. Files for the past 10 years are now filed in the new cabinet.
- 2 Make copies of Packet for all board members – All board members now have updated packets.

C Buildings and Grounds.....Mike Perryman

- 1 Clear area down by lake near clubhouse – This was intended to clear out only the brush and ended up clearing the whole area. A sediment fence is installed to control erosion. Several people were still concerned and a Madison official checked out the site.
- 2 Women’s back stall has a problem with the floor. Waiting on quotes.
- 3 Bills for bushhogging will be sent out to lot owners in the next few weeks.

D Architecture..... Wallace Harvey

- 1 Change the minimum standards on a two story home to 2200 sq feet.
- 2 Lot 25C – Kirkpatrick – No activity this month. We are still holding \$250. Don cleared part of the brush along the road for a fee of \$100. Kirkpatrick will clear the rest.
- 3 Ashlawn Drive has poor visibility due to overgrown vegetation. Don Buser volunteered to contact lot owners (as listed by Shirley Marks) who need to clear vegetation. If they do not clear on their own then Don will clear and charge them.

E Public Relations..... Dave Loomis

- 1 Next Communicator: All articles to Dave Loomis by 8/15/98 and distribution on 9/15/98
- 2 Some articles on roads will arrive after the 8/15 deadline and still need to go out on 9/15.
- 3 If updating the by-laws the notice must be sent out 25 – 50 days before the meeting otherwise the notice must be sent out not less than 14 days ahead. The Fall meeting is on 10/17/98.
- 4 Bob requested that we send the year end newsletter in an envelope with dues notice.
- 5 Update about turning roads over to the state.....Mike Perryman
- 6 Fall Budget meeting agenda..... Scott Rife
- 7 Fall Mowing.....Mike Perryman
- 8 Pool.....Mike Perryman
- 9 Article about respecting personal property by lake – Kemper will install a sign indicating where the private property starts.
- 10 New building standards – 2200 Sq. Ft..... Wallace Harvey

F Finance..... Bob Schantz

- 1 See attached reports

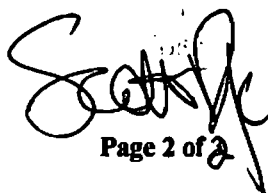
G Roads.....Kemper Deane

- 1 Old Forge – Malvern Trust was notified on 8/4 that the road was completed. They have 10 days to pay or we can assess them all penalties on the overdue money.
- 2 Pine Torch – All the trees are out on Pine Torch. Waiting for Bruce Parker to do Soil Erosion and Sediment report which should be done in two months.

VI Next Meeting – September 8, 1998 at 1900 – Day after Labor day.

VII Adjourn

Secretary of the Official Board – Scott Rife



Page 2 of 2

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

September 8, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Dave Loomis
 Wallace Harvey

Dick Kassler
Don Buser
Scott Rife

Club Don Nicholson
Members: Matt Seeber
 Dave Kalish
 Cecil Huffman
 Al Lambert
 Greg Houchens
 Frank Sargent

Kemper Deane
Teresa Seeber
Tom Jarrell
Shirley Marks
Nancy Lambert
Alfred Peterson
Bud Kreh

I Call to Order at 1907 by Don Buser

II Previous Meeting Minutes approved on a motion from Bob and a second from Dick

III New Business

- A Robert's Rules of Order – Scott explained attached document.
- B Respecting people's property at the dam. Dave Kalish had some people walk right across his yard to the lake. Asked the board to do something about this. Kemper will get a sign made from "Sign Language" in town and install at lake. Dave asked the board to highlight the common areas and inform the Malvern Club members.
- C Lake issue. Mr. Wigfield called to complain about the algae buildup at the lake. There are two ways to deal with this (listed below). Dave commented that the carp were a great solution and they could be removed if they start to cause a problem. Dave said he would take care of this. We should also look at stocking the pond. Houchens said that the carp will cause mud problems.
 - 1 Chemicals – Expensive and may have other side effects.
 - 2 Carp – Algae eating carp at the rate of 6 carp/acre to control. 11 carp/acre to get rid of algae. The acres are computed by counting all acres of property that drain into the lake.

IV Old Business

- A Community Yard Sale on 9/26/98 at the Clubhouse – Al Lambert was concerned about parking problems due to many people coming in to Malvern.
- B Ashlawn Drive has poor visibility due to overgrown vegetation Don Buser
- C No smoking signs for clubhouse. Dick Thompson
- D Old Apple trees at the Clubhouse – Bob, Frank Sargent and Loyd Epperly worked on the tree trimming/removing/clearing. More will need to be removed next year. The tree next to the pool will need trimming soon. We'll need a cherry picker. Wallace wants to plant maples when the rains start in the fall. Mike reminded us that there has been discussion about creating angled parking spaces along the road. Wallace will plant maples.

V Committee Reports

- A Special Roads Committee – Turning roads over to the state – Mike read a statement that will go into the Communicator(See attached).
 - 1 Price at \$92K. No extra fees will be added to the current assessments.

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

September 8, 1998

Clubhouse

- 2 Need right of way for road deeded to the State. This is the problem. If anyone on Malvern or Covered Bridge or any road is unwilling to deed part of their property then the road will have to bypass their property.
- 3 Assumes that roads are placed accurately around Malvern. And they're not. If we have to fix the roads then we will have to wait and it will cost more money. Or we can turn the roads over to the state "as is". This will require another complete survey. Frank said that Malvern should pay for the surveys.
- 4 3 acre min not in affect when community created.
- 5 \$50K/year (\$25K-special assessments, \$25K regular assessments) put towards road improvements. Make sure main roads are in good shape then pave side roads.
- 6 Ashlawn road needs to be straightened out and sight lines improved.
- 7 We would need additional monies to get Sylvan paved to State standards
- 8 We would need to pave the roads before turning them over to the State.
- 9 One option to raise money is to sell two lots where the stable is.
- 10 Al Lambert wants to make sure that we follow by-laws and have full membership vote on borrowing money. Would like the board to ask for the first year to be interest free.
- 11 Dave Kalish suggested a survey card to be sent out with newsletter and say that no response would be a yes vote to turn the roads over to the State.
- 12 Construction trucks will cause more damage and cost to the roads as we continue to build so we will save more money by turning the roads over to the State as time goes on.
- 13 Mike made a motion to continue working on the roads and present at the Fall Budget meeting. Second from Buser. Motion passed unanimously.
- 14 Suggested that the board contact the lot owners (89) to discuss whether they'd be willing to deed part of their lot to the State. Board will contact lot owners on Malvern first and if all agree then call owners on Covered Bridge Drive next.
- 15 When we send out the proxy forms we need to make sure that the proxy is specific about how the board will vote with that proxy (or give the lot owner the choice of how to vote).

B Secretary – Nothing to report.

C Buildings and Grounds Mike Perryman

- 1 Women's back stall has a problem with the floor. Tom Sauerwald (~\$45/hr for two people) and Henry DeJarnette (\$25 for one person) have said they would work on a time and materials basis. No estimates given.
- 2 Steven Jarrell will hydro seed next to lake and clubhouse for no charge when rains start up again.
- 3 Pool will be closed as late as possible. Mike fixed the pump by replacing the bearings in the motor. Saved ~\$200 and 2 weeks on estimate from Payne Pools.

D Architecture Wallace Harvey

- 1 Change the minimum standards on a two story home to 2200 sq feet – Article to Dave.
- 2 Lot 25C – Kirkpatrick – Still not cleared and escrow still being held.
- 3 Lot 208 – Ward – submitted info and we have his check.

E Public Relations Dave Loomis

- 1 Next Communicator: All articles to Dave Loomis by 8/15/98 and distribution on 9/15/98
- 2 If updating the by-laws the notice must be sent out 25 – 50 days before the meeting otherwise the notice must be sent out not less than 14 days ahead. The Fall meeting is on 10/17/98.

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

September 8, 1998

Clubhouse

3 Bob requested that we send the year end newsletter in an envelope with dues notice.

F Finance – Bob presented the Budget and Delinquent dues

G Roads.....Kemper Deane

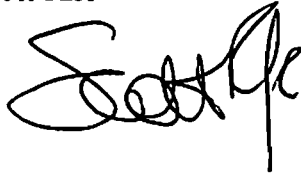
1 Pine Torch – Waiting on Marvin Hinchey.

2 Aroda Road – There is an easement and we could build a road for under \$10K. This would be a one lane emergency road with a gate. We need to get permission from Larry Jenkins. The board is in favor of pursuing this road. Kemper and Dan will call Mr. Jenkins.

VI Next Meeting – October 13, 1998 at 1900

VII Adjourned at 2103

Secretary of the Official Board – Scott Rife



**Malvern Club, Incorporated
Board of Directors Meeting
Official Agenda**

September 8, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Dave Loomis
 Wallace Harvey

Dick Kassler
Don Buser
Scott Rife

Club Don Nicholson
Members:

Kemper Deane

I Call to Order

II Previous Meeting Minutes

III New Business

A Robert's Rules of Order Scott Rife

IV Old Business

A Community Yard Sale on 9/26/98 at the Clubhouse..... Mark Hale

B Ashlawn Drive has poor visibility due to overgrown vegetation Don Buser

C No smoking signs for clubhouse. Dick Thompson

D Old Apple trees

V Committee Reports

A Special Roads Committee – Turning roads over to the state Jim, Don, Mike, Kemper, Bob

B Secretary..... Scott Rife

C Buildings and Grounds Mike Perryman

1 Women's back stall has a problem with the floor.

D Architecture Wallace Harvey

1 Change the minimum standards on a two story home to 2200 sq feet.

2 Lot 25C – Kirkpatrick

E Public Relations..... Dave Loomis

1 Next Communicator: All articles to Dave Loomis by 8/15/98 and distribution on 9/15/98

2 If updating the by-laws the notice must be sent out 25 – 50 days before the meeting otherwise the notice must be sent out not less than 14 days ahead. The Fall meeting is on 10/17/98.

3 Bob requested that we send the year end newsletter in an envelope with dues notice.

F Finance Bob Schantz

G Roads..... Kemper Deane

1 Old Forge

2 Pine Torch

VI Next Meeting – October 13, 1998 at 1900

VII Adjourn

Secretary of the Official Board – Scott Rife

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

October 13, 1998

Clubhouse

Board Mike Perryman
Members: Bob Schantz
 Wallace Harvey

Dick Kassler
Scott Rife

Club Donna Shamburg
Members: Matt Seeber
 Frank Sargent
 Cecil Huffman
 Al Lambert

Dick Thompson
Teresa Seeber
Peggy Cockrell
Shirley Marks
Nancy Lambert
Alfred Peterson

I Call to Order at 1908

II Previous Meeting Minutes approved on a motion from Bob and a second from Wallace

III New Business

- A Bud Kreh requested permission to clear his property on Sleigh Bell Lane to put in a drain field. The board approved as long as he follows the rules in the Deed of Dedication.
- B Peggy Cockrell asked permission to widen her driveway and bushhog the lot. The board approved these requests.

IV Old Business

- A Algae buildup in the lake and pond. – Dave Loomis working on this. Someone suggested that we put sterile carp in the ponds to prevent overpopulation.
- B Respecting people's property around the lake. – Kemper Deane working on this. Al Lambert noted that the Sheriff has been cruising the road recently.
- C Community Yard Sale on 9/26/98 at the Clubhouse. Seems that the sale went well (11 tables) without too much traffic or problems. The general consensus of those present was to have the yard sale but to do it in May next time.
- D Ashlawn Drive has poor visibility due to overgrown vegetation – Don Buser working on this
- E No smoking signs for clubhouse – Dick Thompson working on this

V Committee Reports

- A Special Roads Committee – Mike presented the letter that he's sending out with the newsletter. The letter basically says that the 3 acre minimum is a show stopper at this point and unless someone wants the road to proceed and is willing to help move this along this project is done.
- B Secretary..... Scott Rife
- C Buildings and Grounds Mike Perryman
 - 1 Women's back stall has a problem with the floor
 - 2 Pool was closed. The fee was \$140 and many thanks go to Tom Jarrell, Dick Thompson, Wallace Harvey and Mike Perryman for their help which kept the cost down to a minimum.
- D Architecture Wallace Harvey
 - 1 Change the minimum standards on a two story home to 2200 sq feet.
 - 2 Lot 25C – Kirkpatrick – Still not cleared and escrow still being held.
 - 3 Couple of sheds on their way up.
- E Public Relations..... Dave Loomis
 - 1 Next Communicator: All articles to Dave Loomis by 11/15/98 and distribution on 11/30/98

**Malvern Club, Incorporated
Board of Directors Meeting
Official Minutes**

October 13, 1998

Clubhouse

- 2 If updating the by-laws the notice must be sent out 25 – 50 days before the meeting otherwise the notice must be sent out not less than 14 days ahead. The Fall meeting is on 10/17/98.
- 3 Bob requested that we send the year end newsletter in an envelope with dues notice. Several people at the board meeting requested that the dues notice come in a separate envelope or is somehow distinguished from the newsletter since some people don't read it.

F Finance – See attached sheets –

- 1 Discussed setting up a Finance Committee
- 2 Malvern Land Trust – They received all letters in a timely fashion and have finally paid the principle amount of dues but not the interest and penalties. Kemper walked the new road with Pete Hamilton.

G Roads.....Kemper Deane

- 1 Pine Torch – Still waiting on Bruce Parker. Not likely to get it in this year. Marvin Hinchey will need several weeks with Bruce's report to get it ready for the Madison Board.
- 2 Aroda Road

VI Next Meeting – November 10, 1998 at 1900

VII Adjourn

Secretary of the Official Board – Scott Rife

