

**Malvern Club, Inc.**  
905 Malvern Drive  
Malvern VA 22727  
<http://malvernofmadison.org/>

---

Minutes: Board of Directors Meeting, Thursday, January 8, 2009

Meeting called to order at 7:00 p.m. by Vice President Lee Rees

Board members present: Lee Rees, Ed Johnson, Pat Kaplon, John Haines, Barbara Flynn

Members present: Gary Pilkerton, Ceil & Rick Collins, Frank & Barbara Sargent, Steve Reed, Joe Graham, Don Nicholson, Cathy and Norm Hensel, Jason Woodward, Ron and Ellie Montgomery, Chas Egen, Barry Cliver, Elizabeth O'Neil, Angie Wiseman, Donna Cason

**Secretary/Public Relations:**

The Board approved the December 13 minutes.

**Treasurer's Report:**

1. It has been a slow month. Cash on hand is \$48,353; income for the month was \$395 and expenses were \$815.
2. Dues notices will go out February 1 and will be due by March 1.

**Architecture Committee:**

1. No new applications were received.
2. Regarding the lot on Malvern Drive where a structure was being built in the backyard without prior approval, Pat had no luck in reaching anyone either by phone or when she went to the door. We will have to wait until the house is sold and see what happens when new people move in.
3. Regarding Lot 97, we have received another written complaint. After discussion, Barbara said she would check to see if the owners had been contacted yet. (A neighbor volunteered during the December Board meeting to call them.)

**Common Areas and Lake:**

Ed gave an update on the dam inspection. We need our Operation and Maintenance Certificate to be renewed. Our present certificate expires in March of this year. However, regulations have become more stringent since the previous approval and as a result more time will be required to prepare the necessary submittal documentation than was originally expected. Ed has submitted an application for a 1-year extension of our current permit so that we can have time to research and contract with an engineer to get the necessary work performed.

**Clubhouse and Pool:**

1. John thanked Joe Graham for installing the new key-pad lock. Joe will change the combination after each rental.
2. Regarding the pool, John received a contract from Aqua Clean in Charlottesville for \$14,470, which includes removal and installation of tile. (Coping would be an additional \$7800.) If we move forward with this, we will have to send them a \$5,000 deposit along with the signed contract. John said he had two other contacts regarding this work, but both came in with higher bids. Ed said that we told the membership at our October membership meeting that we would get the pool work done. John will call tomorrow for a reference and if this checks out, he will go ahead with the contract. A motion was made, seconded and approved to go forward with this pool work if the references all check out.

3. Frank asked about the pump and well. Wilson Well tested the pump and said it was working properly – electrically speaking nothing is wrong with the pump. (They did say they can come out at any time and replace it if the need arises.) Problem is there are no records on the well, not even with the County. We have no idea how deep it is, how old it is or the size of the pump. The pump issue will have to be addressed at some point, but for now we will concentrate on coordinating the rental of the clubhouse with the filling of the pool. Joe and Mike can work this out.

4. Joe said the refrigerator in the Clubhouse is not working properly. Frank suggested he call Greg Price who works for Greystone. Donna Cason said she will call because she knows Greg.

5. The Clubhouse committee meeting is set for Saturday, the 10<sup>th</sup>, at 3:00.

6. According to Chas Egen's research on surveillance cameras, it looks like we have many options to choose from, in addition to the ones Rick suggested at the last meeting. We are looking for external cameras for the clubhouse area only. We would have to do an assessment as to how many cameras are needed and what would be best type for our use. Lee said that if anybody has an interest in further researching this and reporting back to the Board, let him know. Chas said he would be willing to help Lee and Rick with this. Motion-censored lights could also be a deterrent. Lee noted that while research is being done on cameras, motion-censored lights would be a step in the right direction. We definitely need this type of light at the front door to help people see their way down the steps and to their cars. To be discussed at the Clubhouse Committee meeting.

#### **Roads:**

1. Lee said there are no major up-dates. Frank said he and Rick Collins finished putting up all the road signs. The next step will be to get an engineer in here to approve signs and then a letter will go to the Board of Supervisors again pleading our case for County law enforcement on our roads.

2. Plowing: Keemper Deane will do this year, but it will be his last year. Don Nicholson will probably be getting out of this soon, but he is ok for this winter. If anybody is interested in doing plowing for winter 2010, please let Lee know.

#### **New Business:**

1. A member sent Board members an email which was on the VA Condominium and Homeowner Association law blog concerning new rules. The email concerned rules which will affect resale packets and homeowner complaints. Our policies concerning same will follow state-mandated policies. These new policies are due to be out in April of this year, and Lee said we should wait until they come out to update Malvern policies.

2. A member gave Jerry a written complaint about Lot 147. There is close to ½ mile of mud coming from the driveway on this lot. Malvern residents are having to drive through this or those out walking are having to walk through mud. A resident said it rivals a new construction site. If the homeowners would simply get a truck load of gravel and put it on their driveway, the problem would be solved. The Board approved a motion that Barbara draft a letter requesting homeowners to comply with this request.

#### **Old Business:**

1. Rules and Covenant Committee: Pat said they have completed proposed amendments to covenants and by-laws. The Committee is hoping to meet with the Board soon so they can review the recommended changes. The committee will discuss how best to notify Malvern residents of the proposed changes so that there will be adequate review time for the residents prior to the April membership meeting.

The Rules Committee's next project is a manual for Board members and committee chairpersons detailing the responsibilities of their positions.

2. As to the easements for the 2<sup>nd</sup> lake (which was never built and won't be built) and bridle trail easements: Ed said he will prepare a deed of vacation for each and then coordinate with the attorney on getting the deeds recorded. Another issue Ed is looking into are the 75 foot ± reserve areas along Oak Park Road. He will talk to Betty Grayson to confirm whether areas adjacent to each corresponding lot can be incorporated into the lot.

3. A member asked for an update on Lot 158. Lee stated fines have been in place since the 15<sup>th</sup> of November. If the issue remains unresolved until the middle of February they will owe \$3,600 and they will be served with a Notice to Pay. If payment is not forthcoming, we will proceed with our next available legal action.

Additionally, the Board sent a letter of complaint on December 19 to the Madison County zoning administrator, the County Attorney and Board of Supervisors member, Bob Miller. The letter requests the County to investigate whether the activities taking place on lot 158 are in violation of the County's Zoning Ordinance. A reply was not yet been received.

Meeting adjourned at 8:05. Next meeting will be Thursday, February 12 at 7:00 pm.

Submitted by Barbara Flynn, Secretary