

Malvern Club, Inc.

905 Malvern Drive

Madison, VA 22727

<http://malvernofmadison.org/>

Minutes: Regular Meeting of the Members, Saturday, October 15, 2011

President Joe Graham confirmed a quorum consisting of 58 members was present and called the meeting to order at 10:06 a.m. (32 members present and 26 members by proxy).

Board members present: Joe Graham, Randy Allen, Jason Woodward, Donna Phillips, Fran Sestak, Paul Hankla, Ed Johnson

Minutes of April 22, 2011 Annual Meeting unanimously approved as corrected.

Vote: the membership voted unanimously by voice vote to elect Paul Hankla to fill the remaining term of former Board member Brad Miller and Ed Johnson to fill the remaining term of former Board member Barry Gates.

Treasurer Report – Donna Phillips: 1) a finance committee has been formed from several Malvern members; 2) 12 Malvern members are delinquent in their dues payments. To address these and future delinquencies, the Board on October 13 voted unanimously to adopt written policy for collection of assessments and late fees based on recommendations from the finance committee, to modify our attorney of record, and to authorize the Treasurer to seek legal advice on collection of the delinquent payments; 3) the finance committee is in the process of reviewing past income, expenses, deposits, invoices and other accounting details and has completed their review of August accounts; 4) our current account balance totaling approximately \$149,000 is sufficient to designate an additional \$20,000 be transferred to the reserve fund; 5) asked members to help with any changes to member status – things like marriages, births, deaths, new members, ownership changes and other similar information pertinent to keeping an accurate membership roster.

2012 Capital Improvements – Donna Phillips: the 2012 budget shows a total of \$45,200 for capital improvements and \$40,000 being placed into reserves for future road repairs. After explaining the items and answering questions, Donna Phillips as Treasurer and chairwoman of the finance committee made a **motion** to approve the 2012 capital improvement budget as presented. A ballot vote was taken which showed 51 members in favor and 4 members against the motion. A two-thirds affirmative vote is required for passage or a minimum of 37 votes; motion carried.

2012 Operational Expenses – Donna Phillips: the 2012 budget shows a total of \$46,055 required for operating expenses. A member expressed concern over the line item for law enforcement. Discussion followed with reference to traffic enforcement. It was determined traffic enforcement is a separate topic from the budget. There being no further questions, Donna Phillips as Treasurer and chairwoman of the finance committee made a **motion** to approve the 2012 operational expenses. By voice vote the motion was approved unanimously.

Secretary/Public Relations – Ed Johnson: 1) Barry Gates, the previous Secretary was thanked for his dedication and service to the community. He has taken on many tasks for the members despite some personal challenges he faces. But the time had come for him to modify his priorities. He will be missed and we will look forward to his speedy return; 2) Shawna Gates asked for suggestions, comments and volunteers for both the community picnic and yard sale (or sales) to be held next year.

Road Committee Report – Jason Woodward: 1) has completed a culvert replacement at the intersection of Sylvan Lane and Malvern Drive; 2) continues work to keep ditch lines and culverts clear; 3) asked members to keep trees, limbs, branches, and bushes clear of the roadway along their frontage so that Malvern funds can be devoted to snow removal and paving and not unnecessarily diverted; 4) a member observed that trees in the clubhouse parking area are having a negative impact on the parking lot pavement. Joe said he will research some possible solutions.

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Architecture Committee – Fran Sestak: 1) asked for members to keep her informed if they are making changes to their property – tree removal, grading, new construction, repairs, etc.

Common Areas – Paul Hankla: 1) second bush hogging of vacant lots has been completed and the invoice approved; 2) Paul will look into the non-functioning lights in the island at the entrance to Malvern.

Lake – Randy Allen: 1) Randy reported the Department of Conservation and Recreation has reissued the Operations and Maintenance permit for our dam until September 31, 2017; 2) the dam was visually inspected after the recent earthquake and did not appear to suffer any damage.

Clubhouse and Pool – Joe Graham: 1) earthquake damage appears to have caused several cracks in the drywall in the dining room and some of the slate areas outside the clubhouse; 2) the sliding doors have been replaced in the dining room and living room; 3) new blinds have been installed in the living room; 3) there are several existing playground pieces that have become a safety hazard and are going to be removed in the near future. Several trees in the vicinity of the playground also pose a safety concern due to dead and dying branches – these too will be addressed. The approved budget for 2011 allocated \$4,500 for the playground; the 2012 budget allocates another \$5,000. However, quality replacement equipment is more costly than our currently allocated funds. One example of cost is a quote received in the amount of \$16,700 plus taxes. This amount along with the expense of other necessary work means replacement couldn't occur until at least 2013.

Member discussion included trying to designate adequate funds from our current available funds to complete the project in 2012, researching other less expensive alternatives, asking members to consider making non-deductible donations that would be used in addition to the currently allocated amounts and wondering whether the playground could be removed to save the expense.

The discussion led to a **motion** by Lot 174 (Gattis), seconded by Lot 149 (Anderson) directing the Board to devise a plan to supplement the \$4,500 approved in 2011 and \$5,000 approved for 2012 to complete the entire playground project in 2012. The plan will include researching less costly alternative equipment and asking members to consider making non-deductible donations for the playground equipment. The Board will present the plan to the membership for vote at its April 28, 2012, Annual Meeting. By a show of hands, all were in favor except 2 members; motion carried by majority vote.

New business: 1) Merri Woodward spoke about the upcoming community Halloween party to be held at the clubhouse on October 29. She asked for volunteers and participation; 2) Jason reported sighting a black bear in his yard several days ago and wanted members to be aware of the potential safety impact to their children; 3) a plea from a member that others in the community be more tolerant and patient of those with physical disabilities; 4) a member expressed the sentiment of many present – thanks to Barry and Shawna for all their work on changing the social aspect in the community; 5) a member suggested graveling a grassed area of the parking lot closer to the clubhouse in order to accommodate vehicles used to transport those with physical disabilities. The membership did not appear to support the suggestion at this time.

Meeting adjourned at 11:47 a.m. Annual Meeting scheduled for Saturday, April 28, 2012, at 10:00 a.m.

Respectfully submitted,

Ed Johnson, Secretary
Malvern Club, Inc.