



**Approved Minutes
Malvern Club, Inc.**

905 Malvern Drive
Madison, VA 22727

<http://malvernofmadison.org/>

Board of Directors Meeting, Thursday, February 14, 2019, at the Clubhouse, called to order at 7:03 p.m.

Board Members Present: Fred Bourque, Rick Collins, Rodney Taylor, Jason Woodward.
Members Present: Doug Beaver, Ceil Collins, Grover & Debra Dean, Barry & Shawna Gates, Ed Johnson, Don Nicholson, Ellie Lee Tarbous.

Decisions and Actions

Minutes of the January 10, 2019, Board of Directors meeting were approved unanimously.

A motion was passed unanimously to accept the 2019 Reserve Study and dissolve the committee.

Committee Reports

Treasurer. Rodney (reporting for Diana) provided the following cash balances as of January 10, 2019:

Checking Account Balance	\$151,021.54
<u>Capital Reserve Funds Balance</u>	<u>\$222,736.05</u>
Check/Savings Account Balance	\$373,757.59

He reported the following cash balances as of February 14, 2019:

Checking Account Balance	\$167,795.50
<u>Capital Reserve Funds Balance</u>	<u>\$222,991.94</u>
Check/Savings Account Balance	\$390,787.44

Clubhouse. Fred said new lighting was installed in the Clubhouse Dining Room, Hallway, and Women's Restroom. He said the leaking sink in the Pool Restroom was replaced with a new one. The electrician got the dead heater in the Pool Restroom to start, but as of today it is not working again. Fred plans to have the heater replaced since the Pool Restroom is now being used by members using the Activity Center during the cold months. He had the heat pump checked because it is clacking. It needs a new fan, shaft, and compressor. A whole new unit would cost about \$8,000. Just these repairs, on the other hand, could be done for about \$500. The repairs will be made this week. Also, the HVAC guy said that the heat pump had been located too close to the house, which reduces air flow into it. Rick also suggested installing a heater in the unit. Fred said he would have those modifications made later.

Lake & Grounds. Rick reported that he had cleared the mail area after the snow. Also, the lights on the mailbox building are blinking or out. He's tracing a short, which should be fixed soon. The tree across Dark Run hasn't been removed yet. He is preparing the State permit application for stocking the lake with carp, which will be done in May or June. He spoke with Delegate Nick Freitas about the requirement for the new drain at the spillway, and there is no news yet. Rick said the vacant lot bush hogging is coming up.

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Roads. Rodney (reporting for TJ) said there has been no paving activity because of the weather. The temperature needs to be consistently warmer before they can put down asphalt. Grover asked if we had paid the contractor. We have paid him, but he has agreed to come back and redo some sections.

Old Business

Reserve Study/5-Year Plan. Ed reported that two committee meetings were held to finalize the Reserve Study, which includes the 5-Year Plan. The committee was formed after the October 2017 Membership Meeting and has been working on the update to the 2013 Reserve Study for the past year and a half. Ed presented the important aspects of the plan, the main thing being that the roads will be resurfaced beginning in 2020 and every four years thereafter. The most-traveled roads are planned to be done first. Malvern Drive, from the entrance to Covered Bridge, and Covered Bridge to Liberty will be done in 2020. The remainder of Covered Bridge, Liberty, and Ashlawn will be done in 2024. So, in the Five-Year Plan, approximately half of the total miles, including all of the most-traveled roads, will get paved in the first five years, 2020-2024. Other roads will be done in later paving years (2028, 2032, etc.). It's predicted that a modest dues increase of \$25, beginning in 2020 and every fourth year thereafter (2024, 2028, 2032, etc.), will be adequate to cover paving and other component costs, while also maintaining a reasonable reserve fund balance. Half of each dues increase will go towards increasing the annual contribution to the reserve fund. In addition to the planned resurfacing, an amount will be budgeted each year for road maintenance and patching, as necessary. Rodney said that once the main roads have been paved there should not be as much patching required each year. The Reserve Study was accepted by the Board unanimously. Members may view the Reserve Study and the Draft Five-Year Plan on the Malvern website.

Minutes on Malvern News. Grover noted that the January minutes had not been sent to the email list, as proposed at the January meeting. The Board decided that the draft minutes each month would be sent to the list once the Board members have had a chance to review them. Fred said that usually takes a week to ten days after the meeting.

Liens. Grover asked whether the liens had been placed on the three delinquent properties. Rodney said Diana is handling that, and she was not present at the meeting.

New Business

Activity Center. Fred said that the Ladies' Exercise Group has asked that new flooring be installed in the Activity Center, as the old vinyl floor is very hard and has some bad spots. He said he has some of the Clubhouse vinyl plank flooring left over but that he didn't think it would be appropriate for that use. It doesn't like water, and he could foresee members using the facility in the summer for pool parties. He said the best flooring would be rubber tiles, but they are expensive. He said he is going to some builder's auctions to see if he can find some cheap. Otherwise, sheet vinyl with a good pad would be an alternative. In any case, there is no money in this year's budget for that. The Board advised the Ladies to bring it up at the Annual Membership Meeting in April.

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The meeting adjourned at 8:00 p.m.

Respectfully Submitted:

Fred Bourque
Secretary, Malvern Club, Inc.