

The Malvern Communicator

April 2017

PRESIDENT'S REPORT – JERRY MONNAT

It has been another interesting year. We have had several of our longtime residents depart and new residents come into Malvern.

In addition to home sales, we have had a couple of lots purchased and at least one new home being planned. Several of the updates to our common areas will be addressed by other Board members but we have made significant improvements.

Renovations to the Pool House and Clubhouse will also be addressed. We were lucky and had a light winter, thus saving some of our funding.

The 5 Year Plan was reviewed. Probably our biggest concern at this time is the ongoing issue of our roads which will remain the highest cost to keep up.



I look forward to seeing many of you at the April meeting to elect new Board members.

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Current Board members:

Jerry Monnat:	President
Rodney Taylor	1 st VP, Architectural
T. J. Wright:	2 nd VP, Roads
Bill Rowe:	Secretary
Diana Wright:	Treasurer
Rick Collins:	Lake, grounds
Jammie Thompson:	Clubhouse & pool

Annual Meeting April 29, 2017

ANNUAL MEMBERSHIP MEETING

Where: Malvern Clubhouse
Date: Saturday, April 29, 2017
Sign in: 9:30 until 10:00 a.m.
Meeting: 10:00 a.m.
Agenda: **1)** Approval of 11/5/2016 Regular Meeting Minutes; **2)** election of new directors; **3)** create dog park; **4)** fund "I Drive 25" stickers; **5)** allow Lots 117 and 118 to be released from the subdivision; **6)** reports; **7)** other business

SPECIAL BOARD MEETING

Time: Shortly after the conclusion of the Membership meeting
Agenda: New Board of Directors meet to elect 2017-2018 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, 3 of the 7 director positions are open. Candidates to fill these positions as of the date of publication are:

1. T. J. Wright
2. Fred Bourque
- 3.
- 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 3 directors on April 29, 2017. The current list of candidates is as follows:

T. J. Wright – current director and Roads committee chairman running for his third term. Our previous home was in a guard gated community of 5 acre home sites very similar to the pristine setting we all enjoy here. We resided there for over twelve years, so I have a good understanding of the challenges faced maintaining the appearance and values of properties such as ours, balanced with common sense and compassion for the individual property owners. I have spent the majority of my life since school working as an executive in the Construction industry, currently serving as the Estimating Manager of R. E. Lee and Son, Inc. in Charlottesville since 2009. Prior to moving to VA. I was a Senior Project Manager involved in projects ranging from small developments, to mega municipal jobs, managing projects in several southern states. Diana and I have raised 6 daughters, and have chosen Malvern for our retirement residence. We enjoy golf, an occasional travel adventure in our motorhome, and playing with our grandchildren. We're excited about the potential of making new friends here, and look forward to getting to know you, and enjoying the wildlife and nature we're blessed with here. What I can offer to the community as a member of the Board includes: 1) A professional approach to breaking down and analyzing issues, thoughtful decision making, and the patience derived from raising that many daughters; 2) A sound understanding of business principles, economics, and the leadership skills necessary to pull a group of people together, develop a consensus, and assist in making reasonable decisions for the betterment of the community at large, and; 3) Honesty and integrity. Thank you for your consideration.

Fred Bourque – Lorelei and I bought the lot at 194 Windmill Lane in 2014 and built our house in 2015. We have lived in Malvern now for a year and a half. In that short time we have met many wonderful people and feel very much at home here. Over almost 50 years of marriage we have lived in ten houses in seven communities in Texas, Virginia, and Germany. (It's not a record, but it has surprised us.) Malvern is far and away the most pleasant situation we have had. We are hopeful that this move will be our last. We have both been involved in community associations before. Our previous residence for 25 years was in Madison County on Meander Run Road. Lore was the association secretary, and I was one of about 20 active members. We maintained a road and riverfront, trimmed trees, plowed snow, picked up trash on the main road, and had parties. Since settling in Malvern I have been on the Architectural Committee, leading the effort to update and simplify the construction rules and guidelines the community uses to ensure that new construction and additions adhere to the standards set in our covenants. I also work with members who are planning projects to shepherd them through the Board's application approval process. Along with that, I have recently taken over the job of preparing disclosure packets that are required by the state for new construction projects. Ed Johnson has done that job for years, so the process is well organized and, I was happy to learn, fairly simple. I have also been installed as the coordinator for the Malvern Men's Lunch, an exclusive group of intelligent, mature, honorable eaters. We meet at a different local restaurant on the first Thursday of the month. If you would like to join us, let me know (738-2200). In addition to these formal assignments, Lore and I both enjoy picking up trash along Oak Park and the Malvern roads. (Bud Light and McDonald's are the going away favorites of Malvern litterbugs.) If you decide you would like me to serve on your Board I am happy to do it. I have a background of 30 years in Federal government contracting with expertise in system development, test and integration, cost-and-schedule control, and proposal development. None of that will be helpful to the members, of course, but, being retired, I have loads of free time to devote to the association's business. I appreciate your consideration.



One way to give back to your neighbors and community is to serve on the board or to be part of a committee, which allows the opportunity to make good decisions that will have a positive impact on everyone.



CLUBHOUSE AND POOL – JAMMIE THOMPSON

We are still in negotiations for the clubhouse renovations and the pool house/deck repairs are just about complete!



Please also remember to mail in your pool key fee of \$21 with your dues or if you forgot, please mail it as soon as possible. We will be mailing the pool keys out before the pool opens Memorial Day weekend. We will not do pick up pool keys this year.



LAKES AND GROUNDS – RICK COLLINS

We had a successful road side tree trimming. I was pleased with the enthusiasm of many lot owners to want to trim their property. Meadow Spring Landscaping then came around and trimmed the remaining areas. This was not by any means an aggressive one time job. It will have to be followed up over the coming years to further push back the encroaching trees and brush on the roadside. Lot owners are encouraged to trim back their own roadside to spare the HOA the expense of contractors. The fire department would like to have 10 to 15 feet of clearance above the road for their trucks.

The North Dock area has had two security lights installed and a third will be added by the parking area. These will hopefully cut down on the night time nuisance complaints and help curb vandalism. The \$200 reward is still available for anyone who can identify the person or persons responsible for vandalizing the North Dock with spray paint.

ARCHITECTURAL COMMITTEE – FRED BOURQUE

It has been a busy year for Architecture. We have one new house, the beautiful log home of William and Nanne Barnes on Covered Bridge at Dark Run. There have also been several projects for additions to existing properties. Grover Dean completed his workshop addition on Ashlawn, and Nick and Pam Luthman are close to completing the big sunroom on their house at the end of Sylvan Lane.



There have also been multiple sales of lots and houses, each of which has required preparation of disclosure packets to meet Commonwealth requirements.

In addition to managing the approval process, the Architecture Committee updated and simplified the Construction Rules and Guidelines and the application forms that are required for construction projects and environmental modifications like live tree removal, grading, and filling. Members are reminded that any construction project, whether new construction or additions to existing structures, and any environmental modification project require prior approval of the Malvern Board. The Construction Rules and Guidelines, which are available online at the Malvern of Madison web site, explain the steps to take and the timeline for submission of applications before starting your project.

If you need personal assistance, we are here to help. An Architecture Committee member will sit with you and go over the application and the required documentation to get you ready for Board approval.



TREASURER’S REPORT – DIANA WRIGHT

2016 YEAR-END STATEMENT OF INCOME AND EXPENSES

Income			Expenses		
	Total 2016	Budget		Total 2016	Budget
Annual Dues	128,640.00	128,700.00	Accounting		6,000.00
Fees	10,680.00	6,810.00	Administration	1,309.88	2,250.00
Interest Income	550.95	400.00	Bad debt	7,954.17	2,750.00
Mowing	1,050.00	1,400.00	Bank charge	10.00	
Other income	30.00		Building, Grounds	13,229.52	7,450.00
2015 carry-over pool deck repair		4,800.00	Business Licenses and Permits	99.84	240.00
Total Income	140,950.95	142,110.00	Insurance Expense	4,625.00	4,850.00
			Landscaping and grounds keeping	605.56	1,500.00
			Legal Fees	5,450.14	4,000.00
			Vacant lot mowing		1,400.00
			Miscellaneous expense	35.00	
			Operations	9,324.41	39,300.00
			Playground		750.00
			Roads	49,698.05	35,000.00
			Security	450.00	13,020.00
			Social events		1,500.00
			Utilities	7,204.22	9,300.00
			Total Expense	99,995.79	129,310.00
			Transfer to reserve fund		12,800.00

2016 ASSET INFORMATION FROM BALANCE SHEET

Account balances on January 1, 2016: operating funds: \$126,453.62; reserve funds: \$177,285.81; total funds: \$303,739.43.

Account balances on December 31, 2016: operating funds: \$128,318.87; reserve funds: \$220,283.70; total funds: \$348,602.57.

ROADS COMMITTEE – T. J. WRIGHT

As anyone who has attended our monthly Board Meetings recently knows, I am currently awaiting the costs from ECS Mid-Atlantic, (an engineering and testing firm) to survey our roads to determine what areas they would recommend we re-build.

What many perhaps don’t know, is that when the Board decided to initially pave the roadways in Malvern, they were under budget constraints, and decided to reduce the road base thickness to apparently 50% of “standard”. This is the primary factor leading to pavement failures on some of the roads.

It appears that Malvern Drive, Covered Bridge, and Ashlawn Drive have a substantially better base than many of the shorter “secondary” roadways. Last year’s

repairs on Surrey Court as an example, showed us that the base in many areas was less than 1” in thickness. (6” is standard on low volume roads, 8” or more on higher volume surfaces). Some of the side roads (Old Forge) as an example, had 3” to 4” of base in the test bores conducted by Malvern.

Once we have an idea of the base conditions of the roads, a recommendation will be made to the Board on how to move forward.

Current plans to slurry coat main roadways are probably still viable.

Replacement of roads or continued repairs will be presented with the cost ramifications of each following testing and consultations with engineers.

DRAFT MINUTES
REGULAR MEETING FOR BUDGET CONSIDERATION AND APPROVAL
SATURDAY NOVEMBER 5, 2016

Opening: The meeting was promptly opened at 10:10 AM.

Quorum: President Jerry Monnat declared a quorum as there were 66 members or proxies present.

Officers Present:

President – Jerry Monnat
1st Vice President – Rodney Taylor
2nd Vice President – T.J. Wright
Treasurer – Diana Wright
Secretary – Bill Rowe

Decisions and Actions:

1. The minutes of the Annual Meeting in April were approved.
2. The Treasurer's Report was presented and approved.
3. A motion was made and approved to add a telephone landline at the clubhouse and drop the digital TV subscription.
4. The motion to remove the stop signs at the NE and SE corners of intersection of Malvern Drive and Covered Bridge Drive was defeated 40 to 15.
5. A motion was made and approved to vote at the Annual Meeting in April 2017 on establishment of a dog park.
Note: Location, funding, and staffing were not discussed.

Treasurer's Report:

The Proposed 2017 Budget is attached.

Roads:

The lack of a proper road base was explained, along with the potential for larger than anticipated repair or repaving costs. The planned "Slurry Coat" process was explained. This process is much cheaper than "overlaying" which we had planned to do.

Respectfully Submitted
Bill Rowe
Secretary

Members will be asked to approve the minutes from the Regular Meeting held November 5, 2016. Members may offer corrections, if necessary, prior to the minutes being voted upon.

MALVERN'S WEBSITE – FURTHER READING LINKS...

2017 Approved Budget: <http://malvernofmadison.org/DocForm/ApprovedBudget.pdf>

Current 5-year Plan: <http://www.malvernofmadison.org/DocForm/fiveyear.pdf>

Reserve Study: <http://malvernofmadison.org/DocForm/ReserveStudy.pdf>

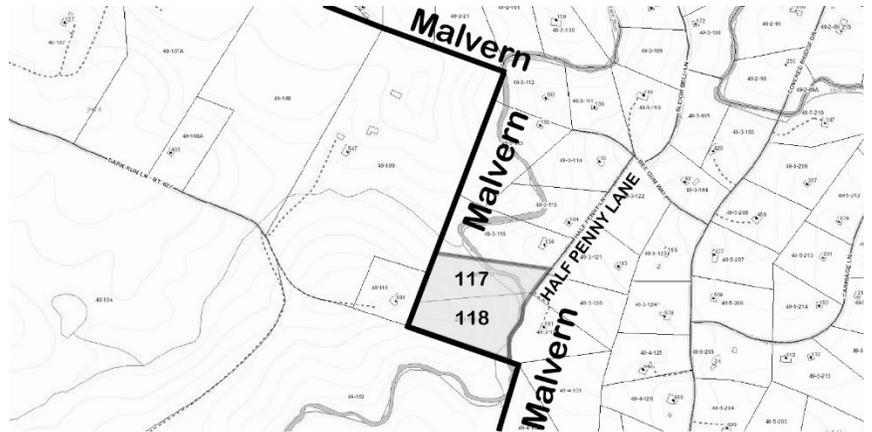
Building Application Package: <http://www.malvernofmadison.org/DocForm/MalvernBuilding.pdf>

Board and Membership Meeting Minutes: <http://malvernofmadison.org/minutes.shtml>

Home Page: <http://www.malvernofmadison.org/>

EXPLANATION OF LOTS 117 AND 118 REQUEST TO BE REMOVED FROM MALVERN

The owner of Lots 117 and 118 (shown below as shaded) has requested that they be removed from Malvern because both lots are inaccessible using Malvern Club roads due to their location across Dark Run. A bridge across Dark Run would have to be built at an estimated cost of \$75,000 to access the lots from Malvern using Half Penny Lane. The lot owner's daughter and family would like to build a house on Lot 118 and they have been able to negotiate a right-of-way to the lots from outside of Malvern. However, our rules exclude a lot entrance from outside Malvern and the bridge cost would preclude them from building on the lot. As some may remember from around 2002, the issue of access to these lots has been raised before. In light of the proposed home construction, the lot owner has asked for it to be brought forth again. The owner has agreed to pay all fees associated with the removal. A 2/3 vote will be required of the voting membership at the April meeting to release these lots from the subdivision.



A DISCUSSION TOPIC AND INFORMATION FROM OUR TREASURER – DIANA WRIGHT

Clubhouse Use: at the two previous board meetings, I have had discussion with the board to make the clubhouse more available to our members on a short-term use basis. The particulars are stated below.

The person using the clubhouse cannot be "for profit" business or class. Therefore, the use may be a non-profit organization like scouts or 4-h but not limited to those groups.

The club member has to be present during the whole use of the clubhouse.

We discussed that the use would be at a nominal rate and that a cleaning fee would be held as deposit and only charged if left messy. This is to allow use of the clubhouse or the refurbished storage room for short 2-3 hour meetings by Girl Scouts, Boy Scouts, 4-h etc. This would also allow use of that area for gatherings of children/youth with adult supervision on days such as snow days for informal gatherings. That room use would not have an adverse effect on renting the clubhouse out for visitors of residents.

It was left that the members should vote if they want us to proceed.

I also don't believe this should have to wait for another Membership Meeting to appropriate funds to make it usable. The clubhouse generates revenue therefore I would like to see the members proceed with an immediate clean-up effort and make the clubhouse use on a short-term basis terms complete within months.

Clubhouse Renovations: The board is still working on securing a contractor that meets the legal, licensing, and insurance criteria that is in the best interest of the members to perform the clubhouse remodeling. As a past construction accountant, I will continue to protect your investment in the community.

2017 Dues Status: as of the writing of this commentary, the member's dues payments are arriving at a rapid rate. By the time you receive this I hope we have very few delinquent payments. However, anyone past due will have a late fee assessment.

Best to all members, we hope for your time investment at the meetings to hear more from you.

Diana Wright, Malvern Treasurer

NOTICE OF ANNUAL MEMBERSHIP MEETING

Where: Malvern Clubhouse

Date: Saturday, April 29, 2017

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

Meeting: 10:00 a.m.

Agenda: **1)** Approval of 11/5/2016 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. **Dog Park:** a membership vote will be taken on the proposal to build a community dog park on Malvern Club property adjacent to the Clubhouse. Construction funding not to exceed \$1500 and yearly maintenance not to exceed \$250. A simple majority will prevail.
2. **"I Drive 25" Stickers:** a membership vote will be taken to fund the purchase of the "I Drive 25" stickers for distribution to interested members. Funding not to exceed \$250. A simple majority will prevail.
3. **Lots 117 and 118:** a membership vote will be taken on the proposal to release Lots 117 and 118, which are inaccessible using Malvern Roads because of Dark Run, from the Malvern Subdivision in order for home construction. All legal and administrative fees will be assumed by the owner of said lots. A 2/3 vote will prevail.

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 2017 Annual Meeting to be held on Saturday, April 29, 2017 at 10:00 AM, at the Madison 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



Hurray for Spring – can't wait until the pool to open!!