

The Malvern Communicator

October 2022

PRESIDENT'S NOTES – FRED BOURQUE



'Tis Autumn, a favorite time of year. After the hot wet summer, I know we're all looking forward to the crisp clean air and colorful yards and vistas leading up to Thanksgiving. I'm actually glad to see the back end of Summer

2022. We had a big challenge when the lake sprang a leak. See Stephen's writeup below on that. It was tense for a minute, and we weren't sure how we would get it done. Stephen and David pulled it off, and we didn't lose much in the way of time on the lake. I'm happy to say we had the money to pay for it, and there was no permanent damage. I hope all the lakeside people took advantage of the low tide to clean up their temporary beaches.

I hope you'll all attend the Fall Membership Meeting on Saturday morning, October 15th. We'll gather at the Clubhouse starting at 9 o'clock for check-in with the meeting starting at 10:00. At this meeting you'll be asked to approve the Board's proposed 2023 Operations Budget, which you may preview in this Communicator. Also, please take a look at our new Five Year Plan, which has the improvement projects we have planned for the next few years. In addition to the big paving in 2024, you'll see that, next year we're going to repair the Clubhouse front patio per the many requests we've had from members. Also coming up in 2024, the pool will get a much-needed makeover. The Budget and Five Year Plan show you that we will have the money to do these projects.

At the Fall meeting, we'll also have an election to fill one vacant Board seat for a term ending in April 2024. The only qualifications for a Board member are that you are a member in good standing and have a willingness to serve. You may announce your candidacy at the meeting.

If you can't attend the membership meeting, please give your proxy to a member who will attend. The proxy form is at the end of this Communicator. People always ask me why we need their proxies. It's to satisfy the 50-lot quorum for the meeting. If we don't have 50 lots represented, either in person or by proxy, we can't hold the meeting and will have to reschedule it. There's no getting around it. The two membership meetings each year are required by our By-Laws and the State of Virginia in order for us to continue as a self-managed HOA. Proxies may also be emailed to malvernhoa@malvernofmadison.org. We appreciate it.

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October Membership Meeting

Where: Malvern Clubhouse
905 Malvern Drive

Date: Saturday, October 15, 2022

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

Meeting: 10:00 a.m.

Agenda: 2023 budget approval, elect Director to fill vacancy, committee reports, and open forum for member input to the Board.

Proxy: Please grant your vote to a community or Board member if you can't attend the meeting – see page 7 for the form.

LAKE LEAK REPAIR – STEPHEN LANGONE

On Wednesday July 20, 2022, Malvern residents noticed that the water level at Malvern Lake was extremely low. After investigation by Board members, it was determined that the water level in the lake had dropped 2 feet. Inspection of the dam and surrounding area discovered a 10-inch-diameter drainpipe as the source of the leak. The drainpipe was determined to be over 100 feet long with an active heavy flow of water. Board members also contacted Triad, the engineering firm that previously designed the recently installed lake siphon. They estimated the lake was leaking approximately 150 gallons per minute, equivalent to a 1-inch surface water reduction in the lake per day.

Malvern Board members called various contractors specializing in dam repairs. Companies in Maryland, Tennessee, Florida, and Virginia all indicated their schedules did not allow a timely response to address the Malvern leak. The Board then contracted with Triad to prepare the paperwork for an emergency permit addressing the repairs needed and to coordinate with the Virginia Department of Conservation and Recreation (DCR), which regulates private lake assets.

After review of the Malvern Lake drawings and discussions with the DCR, it was determined this 10-inch drain was installed in 1970 during the construction of the dam. The intent of the drainpipe was to keep water from filling the lake while the lake and dam were being constructed. It should have been filled by means of pressure grouting when the dam was completed, but that was not done at the time.

During the week that the engineers worked to get the emergency permit, additional steps were taken to hire a contractor to temporarily plug the drainpipe outlet and locate the underground pipe as it passed underground 60 feet below the dam surface. The attempt to install a high-pressure 10-inch plug at the outlet failed, as the existing drainpipe had deteriorated at several points along the pipe before the outlet, resulting in additional pipe leaks. The contractor successfully located and marked the drainpipe route as it passed under the dam and extended into the lake. In addition, Board members dragged the lake bottom with a stringline from canoes and located the drainpipe inlet at a depth of approximately 40 feet. Allowing the rope and clogging material to be sucked up within the drainpipe had the result of temporarily reducing the amount of water being lost.

The DCR approved the permit, and the contractor, Bander Smith, excavated the area and completed the repair on Friday, August 5th. The work consisted of injecting 5 yards of high-pressure grout from the outlet end. The grout permeated the pipe under the dam and out into the lake, approximately 150 feet in length. The DCR indicated this repair would satisfy the requirements for a permanent repair to the Malvern Lake and dam

The water level rose with every rainfall Madison received. At the time of publication, the water level in the lake is almost up to normal levels. Thanks to observant Malvern residents, Board members, and supporting contractors, this issue is now resolved.



Leak estimated at 150 gallons per minute.



Reduced flow with temporary plug.



Permanent fix after injecting grout to plug leak.

DRAFT MALVERN OF MADISON 2023 OPERATIONS BUDGET

Line Item	2022 Budget	2022 Projected	2023 Budget	Description
1. Accounting services	\$2,500	\$975	\$975	Tax return preparation
2. Administration	\$1,500	\$1,713	\$2,000	Equipment, software, supplies, printing, mailing, general
3. Bad Debt	\$1,000		\$1,000	Uncollectable dues and fees
4. Licenses	\$500	\$140	\$140	Business licenses and permits required by Virginia
5. Insurance	\$6,000	\$5,542	\$6,000	Insurance for fidelity bond for officers and general liability
6. Legal Fee	\$1,000	(\$22)	\$1,000	Collections expenses, consulting fees and representation
7. Taxes		\$3,142	\$2,000	Internal Revenue Service (IRS) and Virginia taxation
8. Buildings, Ground and Lake ¹	\$23,350	\$51,108	\$17,500	Mowing, landscaping, mail area complex, lake, dock
9. Clubhouse and Annex ²	\$8,030	\$9,232	\$8,000	Maintenance, housekeeping, supplies, furnishing, security
10. Pool	\$10,200	\$12,000	\$12,000	Open/close, cleaning, chemicals, key/locks, minor repairs
11. Playground	\$2,000	\$2,000	\$2,000	Maintain mulch level
12. Road maintenance and repairs	\$19,000	\$17,062	\$5,000	Pothole filling, crack filling, asphalt sealcoating
13. Snow removal ³	\$6,000	\$10,936	\$6,000	Plowing and walkway de-icing
14. Social events, Garage Sales, Firewise	\$1,620	\$1,620	\$1,685	Yard sales, winter social, potlucks, picnic, fire prevention
15. Electric	\$7,200	\$5,909	\$6,000	Clubhouse, Annex, Pool, entrance, and mail area
16. Comcast phone and internet	\$2,000	\$2,026	\$2,300	Clubhouse and Pool complex
17. Total Yearly Fixed Expenses	\$91,900	\$123,382	\$73,600	
18. Reserve fund deposit	\$35,450	\$35,450	\$35,450	Annual deposit per reserve study
19. Reserve fund withdrawal		(\$8,838)		Interest on \$100,000 Reserve CD used for lake leak fix
20. Savings deposit for roads	\$20,000		\$20,000	Annual set aside 2024 paving
21. Savings withdrawal		(\$11,162)		Interest on \$100,000 savings CD used for lake leak fix
22. Operating surplus funds ⁴		\$13,243	\$23,583	For emergency or unplanned repairs/replacement
23. Total Expenses	\$147,350	\$152,075	\$152,633	
24. Annual Dues	\$134,550	\$134,550	\$134,550	234 lots at \$575 per lot
25. Fees	\$8,800	\$11,784	\$13,020	Clubhouse, late, disclosure, keys, road impact, lot mowing
26. Interest Income	\$3,000	\$5,741	\$5,063	3% interest rate on two, \$100,000 CDs maturing 10/2023
27. Total Income	\$147,350	\$152,075	\$152,633	

1. Projected 2022 cost includes \$31,330 for the unplanned lake leak fix.

2. Projected 2022 cost includes \$865 for the unplanned refrigerator replacement.

3. Projected 2022 cost includes \$8,561 for plowing during the past January storms.

4. This is the current expected cash remaining at the end of 2022. It will be deposited to the Savings account.

RESERVE FUND STATUS

Line Item	2022	2023	Notes
28. Balance January 1, 2022	\$150,144		Includes \$7,245.16 cumulative interest on \$100,000 CD
29. Deposit for 2021	\$35,450		Deposited March 2022
30. Interest on CD January – July	\$1,593		Interest earned on CD January through July 2022
31. Interest withdrawal on July 22, 2022	(\$8,838)		Cumulative interest on CD used for lake leak fix
32. Interest on CD August – December	\$1,250		Interest earned on CD August through December 2022
33. Deposit for 2022	\$35,450		Deposit December 2022
34. Balance on December 31, 2022	\$215,049		
35. Balance January 1, 2023		\$215,049	
36. Withdrawal		(\$25,000)	Per Reserve Study for Clubhouse patio repairs
37. Interest		\$2,500	Interest earned on CD January through October 2023
38. Deposit		\$35,450	Deposit December 2023
39. Balance December 31, 2023		\$227,999	

LAKE AND GROUNDS – DAVE KALISH

Some recent improvements have been made to the Clubhouse area. Some new signage was installed with safety in mind. Pedestrian crossings have been marked on the Clubhouse driveway, and a “children crossing” sign was posted near the Pool Restroom crossing. A sign was installed on the lawn down by the dam to caution motorists not to drive onto the dam. Signposts and railings have been painted. At the community entrance the “No Soliciting” sign was painted. The Mailbox shed will soon be stained and painted. A new roof was installed on the newspaper boxes (thank you, Rob Owens).

Most important, with winter approaching, the sides of the roads need to be kept clear for better snowplowing, as well as for improving the looks of the community. We all know that this summer's weather was hard on many wooded lots. We do not have a roadside clearing budget but are willing to assist homeowners, if necessary, to keep their roadsides clear of trees and brush. October is free brush month at the Madison County Transfer Station, as well as March every year, which helps if you need to take a load of branches and brush to the dump. We also ask that homeowners mow at least a 4-foot strip of grass along the roadside and trim trees near the roads to keep branches at least 15 feet above the roadway.

Many thanks to those who have been clearing their lots. Looking very good! Keeping the brush down on the roadside helps to improve visibility, especially on the wooded front part of Malvern Drive. If this precipitation continues into winter, we could get a bit of snow. Clear shoulders will help with snowplowing. The more the owners do, the longer we can keep association expenses and dues down. Years ago, many volunteers did a lot of the grounds-keeping. Would be nice if that could begin again. Help is always welcome. Contact the Board to volunteer.



POOL – FRED BOURQUE

The Pool is now buttoned up for the winter. We'll reopen Memorial Day Weekend next year. If you still have your pool key, hang on to it. It fits the lock to the Pool Restroom, which is handy if you're on a long walk far from home.



Closed for 2022; scheduled to reopen May 27, 2023

I want to thank everyone for coloring within the lines this summer. It's hard to get little ones, who can't read, to follow the rules. Harder still to get your bigger ones, who can't be bothered to read, to do that. We didn't have many incidents this summer, none worth mentioning. In fact, we received many compliments on the housekeeping and the quality of the water. Credit goes to Gwen Bracqien for that. The one improvement we made this year was to replace the torn fence screens with nice, slatted ones. I think they worked great and hope they last longer than the last ones. Thanks to Stephen for purchasing and installing those.

The next big improvement at the Pool will be a cosmetic make-over in 2024. We'll re-plaster the pool; replace the tile and coping; replace the pool lights, ladders, and handrail; and replace the concrete apron around the pool. We'll also install a second drain in the deep end to bring the pool up to code. We are soliciting quotes for this work now so we can include the expense in the 2024 budget. If there's money available, we'll replace the chain-link fence. We also plan to purchase some new pool furniture in 2023, as our colorful chairs and table are hurting.

Ellie Tarbous requested that we look into installing a shower outside the pool enclosure so you can hose your kids down after swimming. We'll talk about that at the membership meeting to see if that's something you would use.

I want to thank David Kalish for clearing out the pool house. Gwen and I are the only ones who go in there, and it's been hard getting around with all the odds and ends stuffed in there: old lumber, roof shingles, vinyl siding, some signs, assorted pipes, an old gate, broken pool tools, and more. He cleared it all out so there's now room for the stuff we actually use. If you're interested in any of the things Dave took, check the Share Shed at the dump.

ROADS – CHRIS DICKENS



Grover Dean

I want to start off by thanking the past Roads Committee Chair, Grover Dean, who did an excellent job with our roads. As you know, Grover sadly passed away earlier this year. He was an outstanding person, neighbor, and Board member, and he will be missed by everyone who knew him. As for the roads, Grover left them in pretty good shape. After the 2020 major paving there are approximately 10 spots that need repair that were in Grover's 2022 repair plan. Most are small patches, cracks, or potholes, some of which are in old patches. They are all on roads that weren't paved in 2020. I have marked them all with paint, so if you see paint on your road, that's probably one of the areas that need attention. We are sourcing a contractor to do the repairs. We had one lined up, but that contractor now says he is having trouble finding help. Hopefully, we can find someone else to do the repairs soon. We are in the process of finalizing the contract with the snow removal company to do the work this winter. They will be the same company who has done it in the past and they do an excellent job. The only other news on the roads is, in 2024 there will be another major paving done. We hope to be able to finish paving the major roads. Other than that, repairs will be done each year, as needed.

SOCIAL EVENTS – DIANA WRIGHT



Chili Cook-Off

When: October 22, 11:30 to 2:00

Where: Malvern Clubhouse

Who: Malvern members

What: bring a chili to share, crockpot style, or bring corn bread, rolls, side dishes, dessert.

Details: watch your mail for flyer...

Volunteer: need judges (yum); contact Diana via email at events@malvernofmadison.org if interested.



Save the date: Christmas Party; Saturday, December 10, 3:00 to 6:30; there will be entertainment; more details to follow.

SPEEDING



If you're concerned about speeding in Malvern, please review the history of our attempts to address this issue. Read about Malvern Traffic Issues here:

<https://www.malvernofmadison.org/DocForm/TrafficSummary.pdf>. This excellent article is an exhaustive review of the things we've done to persuade people to slow down. If you can think of anything we haven't tried, please bring them up at the meeting.

HALLOWEEN IN MALVERN – OCTOBER 31

Would you like ghosts and goblins, princesses and pirates, superheroes and villains to visit your house this year for a treat? If so, say "YES" to Trick or Treating in Malvern with Lot # or address to 703-477-7745 or email ktharrison@yahoo.com.

Based upon responses, we will create a Trick or Treat Map for our kids to use during the designated hours of 6:00pm – 8:00-ish pm on Monday, October 31st. All that is needed is community participation to leave porch lights on or candy at bottom of driveways or any other creative way to indicate you are open to treaters. All those interested in trick or treating meet at the clubhouse parking lot between 5:30 and 6 to get a map and glowsticks. Appreciate parents helping kids get around the neighborhood, either by car, bike or foot! Hope to see you out there!

<https://www.malvernofmadison.org/notices/2022-halloween.pdf>

CLUBHOUSE FRONT PATIO



Scheduled for repairs in 2023.

FIVE YEAR PLAN FOR YEARS 2023 THROUGH 2027

Item	2023	2024	2025	2026	2027
Per lot annual dues (234 lots total)	\$575	\$600	\$600	\$600	\$600
Budgeted Expenses					
Yearly fixed expenses	\$73,600	\$74,300	\$75,000	\$75,800	\$76,600
(above increases 1% per year)					
Deposit to Reserve Account	\$35,450	\$38,375	\$38,375	\$38,375	\$38,375
Set-aside for paving	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Operating surplus funds	\$23,583	\$20,745	\$20,045	\$19,245	\$18,445
Total Budgeted Expenses	\$152,633	\$153,420	\$153,420	\$153,420	\$153,420
Income					
Income from dues	\$134,550	\$140,400	\$140,400	\$140,400	\$140,400
Other Income	\$13,020	\$13,020	\$13,020	\$13,020	\$13,020
Interest earned on CDs	\$5,063				
Total Income	\$152,633	\$153,420	\$153,420	\$153,420	\$153,420
Reserve Study Planned Expenses					
Clubhouse					
Replace roof					
Replace HVAC					
Front patio	\$25,000				
Pool					
Pool renovations		\$75,000			
Roads					
From Reserve Fund for Paving		\$125,000			
Reserve fund balance at yearend	\$227,999	\$66,374	\$104,749	\$143,124	\$181,499

NOTICE OF REGULAR MEMBERSHIP MEETING

Where: Malvern Clubhouse
905 Malvern Drive, Madison, VA
Date: Saturday, October 15, 2022
Sign in: 9:00 until 10:00 a.m.
Meeting: 10:00 a.m.
Agenda: **1)** Approval of the 2023 Annual Budget; **2)** reports and other business of the Association; **3)** elect Director to fill Board vacancy; **4)** open forum for member input to the Board.

Items to be voted upon:

1. **2023 Annual Budget:** one of the purposes of the October membership meeting is for the membership to consider and approve the budget for the forthcoming fiscal year. The budget is prepared by the Treasurer with input from the other officers, directors, and committee chairmen. The membership needs to approve the budget at the October meeting. The budget needs a majority vote for approval.

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 2022 Regular Meeting to be held on Saturday, October 15, 2022, at 10:00 AM, at the Malvern Clubhouse, and carries with it the full right to cast votes allocated to said lot or lots as the proxy holder 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.

Online form: <https://www.malvernofmadison.org/proxy.php>

Minutes to be approved: <https://www.malvernofmadison.org/minutes/minutes-2022-Spring.pdf>



Malvern Club Inc.
905 Malvern Drive
Madison, VA 22727

ADDRESS CORRECTION REQUESTED

