

# The Malvern Communicator

April 2022

## PRESIDENT'S REPORT – RODNEY TAYLOR

With a long, snowy winter behind us, the signs of spring are a welcome sight in Malvern. And with the onset of spring, our Membership Meeting is set for April 30th at 10AM at the clubhouse. Please make plans to attend or give your proxy to a member that will attend. Proxies can also be emailed to [secretary@malvernofmadison.org](mailto:secretary@malvernofmadison.org).

In this year's meeting, the board members will give our reports to the membership, get input from the membership for the upcoming year, and conduct the election of new board members. This is the best time of year for members to bring concerns before the membership and have them voted on so the Board can act upon them. Also, the Board will present the newly revised Reserve Study. A big thanks to Ed Johnson for compiling all the information.

This year, there are four positions open on the Board with only one Director (Stephen Langone) running for re-election. The other three directors (Diana Wright, Rick Collins, and myself) have been on the Board for six consecutive years, so in accordance with our Bylaws, are not eligible for re-election. Please consider serving our community by volunteering to serve on the Malvern Board of Directors.

Having served as the President of the Board for the last five years, I would like to recognize a few members of our community that have really contributed to Malvern Club. Rick Collins has done a masterful job of taking care of the grounds and lake, Diana Wright as Treasurer for the last six years, Grover Dean on the roads along with his wife Debra on the entrance, and Ed Johnson for all his help and advice. Stephen Langone has done a great job on the clubhouse and Fred Bourque has been great on the pool and clubhouse. Thanks also to the many others that have helped our community in so many ways, like maintaining property in good condition, cleaning up litter, observing posted speed limits and stop signs, picking up after pets during neighborhood walks, and so many other things you all do voluntarily.

It has certainly been an honor and pleasure to serve my community as President. I am a proud resident of Malvern of Madison and believe it's one of the most desirable places to live in the county. We have so much to offer our residents and I appreciate all the amazing people who live here and make it the wonderful neighborhood it is. I welcome the new board members and wish you all the best.

Sincerely,  
Rodney Taylor

## Annual Meeting April 30, 2022

### ANNUAL MEMBERSHIP MEETING

**Where:** Malvern Clubhouse  
**Date:** Saturday, April 30, 2022  
**Sign in:** 9:00 until 10:00 a.m.  
**Meeting:** 10:00 a.m.  
**Agenda:** 1) Approval of 10/16/2021 Regular Meeting Minutes;  
2) election of new directors; 3) reports

### BOARD MEMBER CANDIDATES:

Each director serves a 2-year term. This year, 4 of the 7 director positions are open. Candidates to fill these positions as of the date of publication are:

1. Stephen Langone
2. Need volunteer
3. Need volunteer
4. Need volunteer

Members who have paid for a pool key with their dues payment may pick the key up prior to the start of the meeting. The cost of the key is \$20 for those members wishing to purchase a key for their family. Only members who have purchased a key and their accompanied guests may use the pool.

Can't attend the meeting? Please grant your proxy to another member – see page 7 for the Proxy Form and additional details.

## SECRETARY'S NOTES – FRED BOURQUE

I want to take this opportunity to acknowledge and thank our departing Board members for the work they've done for the community over the past 6 years. Rodney, Diana, and Rick are close to being irreplaceable. Each of them has brought a personal commitment to the work of the community that you might not know about if you're not on the Board. Under



Rodney's leadership, the Board has put the association on a firm financial foundation, where we can pay our bills, have money set aside for future repairs and improvements, maintain a substantial rainy-day fund, and still keep dues low compared to other HOAs of comparable size. We may credit Rodney's resolute stand on good money management as the reason for our good financial health. I hope future Presidents follow his example.



Diana has set up an accounting system that keeps the Board up to date on actual-versus-budgeted expenses, so we can manage our accounts and don't run out of money at the end of the year. In the last 6 years, we haven't done that once. She also invested wisely in high-interest CDs that have generated substantial income. This was money that was languishing in money market accounts before her initiative, earning almost nothing. The two CDs she bought earn thousands of dollars each year for us. We have her to thank for that. Rick's management of the lake and grounds has been, as Rodney said, "masterful." The grounds job is more than mowing

the grass, although that's a good part of it. Rick's responsibility also includes maintenance of the mail shed, where he added parcel boxes that we got from USPS for free. He also improved the lighting for the entrance sign and installed a light at the North Dock. Rick oversees maintenance of the roadsides, which requires annual tree trimming and verge mowing, and the recent improvements at the dock parking area. Rick also shares the responsibility with me for upkeep of the playground, including mulching it every year to keep it soft and safe for the kids. Rick's work in charge of the lake has been tireless. He managed the project to install a dam siphon required by the State. This was a \$40,000



engineering effort to prevent rising lake water from encroaching on members' lakeside properties. He also shored up the North Dock with concrete pilings and created a concrete boat ramp at the dock. It's people like Rodney, Diana, and Rick with tireless dedication and good sense that keep this private community afloat. Most HOAs of our size are managed by professional property management companies, and their dues are ten times those of ours, or more. We don't have an outside company to look after our affairs. We do it ourselves. I want to echo Rodney's encouragement that you consider serving on our Board. You may nominate yourself at the membership meeting, or let me know of your willingness to serve, and I'll nominate you.

## POOL – FRED BOURQUE

The pool has been dormant since Labor Day. We are in the middle of preparing it for this summer. The pool will open to members, their families, and guests on Friday, May 27th. It will remain open every day from 7:00 a.m. until 10:00 p.m. through Labor Day. Please read the Pool Rules before using the pool. Adult Malvern members are deputized to enforce the rules, and cameras are active at all times; but if you are unable to control a situation, call me. If you'd like to use the pool, you'll need a pool key to open the gate. The key will also open the Pool Restroom across the parking lot from the pool. The keys are \$20, and that is the only fee for using the pool. You may obtain a key before the Annual Membership Meeting at the clubhouse on Saturday, April 30th, from 9:00 a.m. to 9:30 a.m. or after the meeting. You may also obtain one before or after any Board meeting. Or you can call me to arrange a pickup.

## LUNCH GROUPS

Malvern has lunch groups for men and women.

To find out about the Ladies Lunch Group, contact Pat Rowe at 540.948.7092.

The Men's Lunch Group meets once a month on the first Thursday of the month. We gather at a local restaurant and spend a couple hours eating, drinking, and swapping tales. Our venues range from Culpeper to Madison, Ruckersville, Charlottesville, and Gordonsville. There are 15 members on our list now, and we usually have 8 to 10 men each time. Most of us are retired or pretending to work. To learn more about it (there isn't any more to it), contact Fred Bourque at 703.405.9621.

## LAKE AND GROUNDS – RICK COLLINS

Now that winter is over and the weather is warming up, we hope that you were able to take advantage of the Transfer Station's free March tree and brush month. If you weren't able to clean up your yard from the winter storms, you will have to wait until October for the next free drop-off.

The roadside tree trimming has been completed for this year, but I would ask you to keep your lot's roadside vegetation under control as this will save the club money. I would remind you that picking up the tree debris from the storm is your responsibility.

The lake is low, due to the lack of meaningful precipitation, but the docks are available. The north dock area has been enhanced with an improved parking area and more Goose deterrents. The clubhouse dock should be redone this year, new deck and repaired footings.

I want to thank Debra and Grover Dean for continuing to improve the plantings at the entrance.

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## YARD SALE

The annual Malvern community yard sale will be held on Saturday, October 1st, from 8:00 a.m. to 2:00 p.m. This year we will again have our yard sale on the Clubhouse lawn. This is also an opportunity for Malvern community vendors and businesses to display and sell their wares or services. You can bring larger items, such as furniture, on your trucks and display them on your trucks. Or take pictures of larger items for sale. You may also conduct your yard sale on your property or join with others on theirs. Call Ellie Tarbous at 540.717.5711 if you would like to participate.

## ROAD – GROVER DEAN

The year began with the stark reminder, it was still winter as we witnessed our first significant snowfall with an accumulation of 8 - 10 inches. The efforts of our snow removal contractor, Meadow Springs Landscaping were hampered and at times halted because of many downed limbs and trees from the heavy-wet snow. Subsequently, many roads within Malvern became impassable because of the debris, thus preventing the plow trucks to remove the snow, such as when three (3) trees fell across the roadway near Dark Run on Covered Bridge Drive. Additionally, Liberty Lane (from Old Forge to Turkey Trot) was closed because of downed trees entangled in the power lines resulting in 48 member lots without electric service for four (4) days. Numerous other locations within Malvern saw debris (fallen limbs and trees) removed from the roadway with the assistance of Malvern members that came to the aide of their neighbors thus restoring ingress and egress to all members. The remaining three (3) snowfalls in January resulted in no incidents that hindered the plowing efforts of our snow removal contractor. Currently we are anxiously awaiting the warm weather of spring and summer to return.

The following months will see the Road Committee examining pavement condition for cracks in anticipation of sealing these areas to prevent further deterioration of the pavement surface. Once examinations have been completed an evaluation will be made to determine the priority order for repairs. A bid proposal letter will then be drafted and sent to perspective bidders with a return date of April 30, 2022. A review by the Board is scheduled for May 12, 2022 with work to begin shortly thereafter. No paving is planned for the remainder of the year unless an unforeseen condition develops necessitating immediate repairs.

As part of spring cleanup all members are reminded to check ditches along their property for proper drainage as well as the trimming of dead and/or overhanging limbs or vegetation encroaching into the traffic lanes.



What a day to stay inside and hope Spring comes soon – January 3, 2022

## 2021 Year-end Statement of Income and Expenses

	Budget 2021	Actual as of 12/31/2021	Budget 2022	2021 Comments
Accounting	\$3,000	\$900	\$2,500	
Administrative	\$2,000	\$1,855	\$1,500	
Bad Debt	\$1,000	\$0	\$1,000	
Grounds	\$19,750	\$20,636	\$23,750	
Licenses	\$500	\$140	\$500	Licenses required by Virginia
Insurance	\$5,500	\$5,461	\$6,000	Insurance for fidelity of officers and general liability
Legal fees	\$2,000	\$0	\$1,000	Collections and consulting
Clubhouse and Annex Building	\$8,030	\$6,783	\$8,030	Maintenance, repairs, and surveillance
Pool	\$10,200	\$11,529	\$10,200	Open close seasonal, cleaning daily
Playground	\$900	\$986	\$2,000	Maintain mulch
Road maintenance	\$22,000	\$18,340	\$19,000	Repairs
Snow removal	\$5,000	\$4,849	\$6,000	
Income tax	(\$1,180)	(\$1,180)		
Social events, Garage Sales, Firewise	\$2,000	\$674	\$1,620	Yard sales, winter social
Electric	\$7,200	\$4,286	\$7,200	Clubhouse, entrance, and mail area \$600 x 12
Telephone, cable, internet	\$2,000	\$1,941	\$2,000	
2024 Paving fund	\$20,000	\$20,000	\$20,000	
Reserve fund deposit per long term plan	\$35,450	\$35,450	\$35,450	
<b>Total Expenses</b>	<b>\$145,350</b>	<b>\$132,650</b>	<b>\$147,350</b>	
Funds from retained earnings and reserve		\$0		
Current year actual expenses to date		\$132,650		
<b>Projected/actual Income from member dues</b>	<b>\$134,550</b>	<b>\$134,550</b>	<b>\$134,550</b>	
Income Other	\$8,800	\$11,882	\$8,800	Clubhouse revenue and Disclosure Packets
Interest Income	\$3,000	\$6,069	\$4,000	Higher interest rate due to CD investment in 2019
<b>Total Revenue Projected/Actual</b>	<b>\$146,350</b>	<b>\$152,501</b>	<b>\$147,350</b>	

**Budget as approved by the membership, October 16, 2021**

**Note to all members: the budget for 2022 shows that we have the ability to pay our bills and add back to our reserve.**

Any additional funds resulting from staying under budget are held as retained earnings.

### TREASURER – DIANA WRIGHT

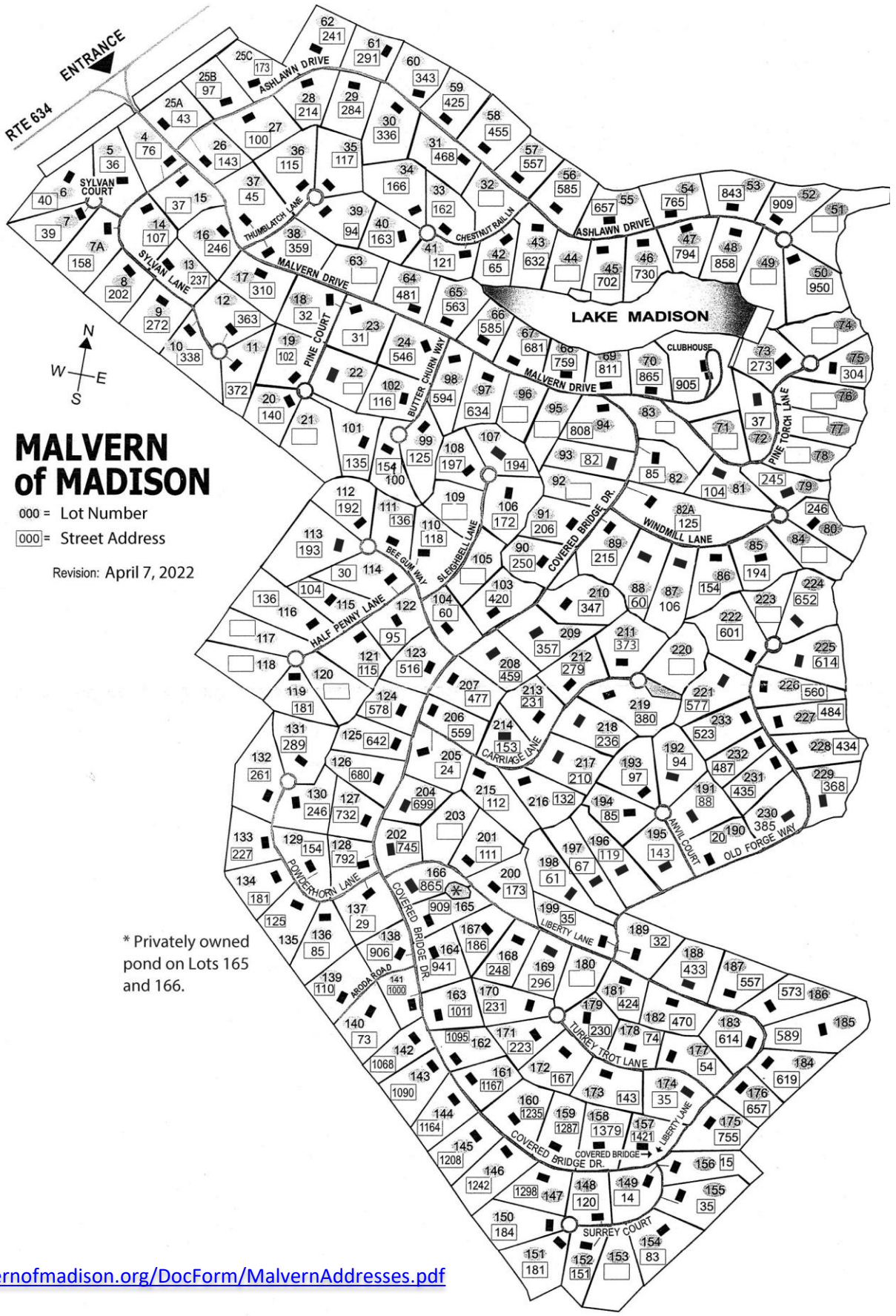
I have sincerely enjoyed meeting so many members over the past 6 years. I look forward to meeting more and continued involvement planning future activities. Your new treasurer will be announced after the April semi-annual meeting. The members are encouraged to attend monthly meetings and your input is encouraged.

### SOCIAL EVENTS – DIANA WRIGHT

The upcoming social activities will be announced in the Malvern news via email and posted on the Malvern calendar at malvernofmadison.org. Please continue to check for updates. I'd like to remind members we have a ladies exercise group that meets weekly. Ladies and Men's luncheon once per month. Ladies Pokeno night and various other activities are posted on the monthly calendar.



**Enjoying Ladies Pokeno Night**  
Pat R., Chris, Ellie, Lynne, Melody,  
Diana, Valerie, Pat K., Liz



# MALVERN of MADISON

000 = Lot Number  
 [000] = Street Address

Revision: April 7, 2022

\* Privately owned pond on Lots 165 and 166.

[malvernofmadison.org/DocForm/MalvernAddresses.pdf](http://malvernofmadison.org/DocForm/MalvernAddresses.pdf)

## ARCHITECTURE – FRED BOURQUE

If you are contemplating a construction project on your property, you may need the Board's approval. This would be for any structure on your property, whether it's a house, a garage, a workshop, or a garden shed. First, read the Construction Rules and Guidelines (<https://www.malvernofmadison.org/DocForm/MalvernConstructionRulesAndGuidelines.pdf>), which summarize the covenants associated with building in Malvern. Then fill out an Application for New Construction (<https://www.malvernofmadison.org/DocForm/MalvernApplicationNewConstruction.pdf>). You'll see that this form is used for new buildings and for modifying the footprint of your existing building. That includes additions, decks, carports—anything that changes the exterior features of your building. This form and the required accompanying plans will be reviewed by the Architecture Committee and submitted to the Board for approval. Be aware that the final completed package must be submitted at least a week before a Board meeting, and that the Board will not review construction packages except at Board meetings. You should talk to me first before submitting the package. I or a committee member will walk you through the process and help you with the documentation. We have had no complaints from members in the last 6 years.

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## DISCLOSURE PACKAGE – FRED BOURQUE

Building is on the rise in Malvern. We aren't exactly booming because there aren't that many vacant lots left. You can see from the map on page 5 that there are over 20 vacant lots, but most of those are owned by people who live here and have no intention of selling anytime soon. I counted 10 lots remaining that might go on the market sometime in the future. At my count, there have been 13 new houses built since we moved here in 2015. Most of those were built within the past 2 years. Many more houses have been sold in that time. I am not a realtor, but just judging from what I've seen in Malvern, property values are way up. The appraisal on my own house has doubled since we built it. That's about a 10% per year escalation. Houses that were listed for under \$300,000 just 2 years ago are selling today for over \$400,000. You all made a good investment when you built or moved here. In the event you decide to sell your property, call me, or have your realtor contact me, to obtain a Disclosure Package. This is the information required by the State to be offered to a potential buyer before the sale.

## CLUBHOUSE – STEPHEN LANGONE

The Clubhouse and Annex have received some upgrades recently. We purchased signage indicating where to locate any outdoor cooking devices that use open flame. This is needed to protect the clubhouse structure and other safety reasons to include insurance requirements. We previously purchased two new couches, two chairs, an ottoman, a lamp, and two pieces of artwork. The remaining old furniture consisting of two large couches have now been replaced. The main living room of the clubhouse is now completely furnished. The old couches were relocated in an empty room in the Annex.

The two-year-old HVAC system will be out of warranty and we will acquire a service contract with the installer. During the two-year warranty period one call was made to correct heating adjustments and replace the existing 50-amp fuse, all at no cost to the HOA. All filters have been replaced for this seasonal period.

The old Malvern entrance sign that was damaged several years ago was salvaged and repaired. The original Malvern entrance sign is now displayed near the entrance of the Clubhouse. Cost associated to salvage this sign and placement was under \$350.00.

Future maintenance activities will include storm water (from the gutters) redirection from the building. The most significant future project that will have a cost impact is the flagstone entrance repair. Estimates are being requested to correct this deficiency.

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## Malvern's 2021-2022 Board members:

Rodney Taylor: ..... President  
Fred Bourque: ..... 1st VP, Secretary  
Grover Dean: ..... 2nd VP, Roads  
Diana Wright: ..... Treasurer  
Fred Bourque ..... Architecture, Pool  
Rick Collins: ..... Director, Lake & Grounds  
Steve Langone: ..... Director, Clubhouse  
Jay Graves: ..... Director



Rodney, Diana, and Rick have freely given their time and expertise to manage the needs of the community for the past 6 or more years. Now there's a need for 3 new members to do the same. Please consider volunteering to become a director to continue the long tradition of residents managing the needs of the Community.

# NOTICE OF ANNUAL MEMBERSHIP MEETING

**Where:** Malvern Clubhouse  
**Date:** Saturday, April 30, 2022  
**Sign in:** 9:00 until 10:00 a.m.  
**Meeting:** 10:00 a.m.  
**Agenda:** **1)** Approval of 10/16/2021 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. Approval of 10/16/2021 Regular Meeting Minutes

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.

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## 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 Annual Meeting to be held on Saturday, April 30, 2022 at 10:00 AM, at the Malvern 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.

### 10/16/21 DRAFT MINUTES TO BE APPROVED:



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

**REGULAR MEMBERSHIP MEETING**  
**October 16, 2021**  
**Draft Minutes**

[www.malvernofmadison.org/minutes/minutes-2021-Fall.pdf](http://www.malvernofmadison.org/minutes/minutes-2021-Fall.pdf)

### MALVERN'S WEBSITE:



<https://www.malvernofmadison.org>

Malvern Club Inc.  
905 Malvern Drive  
Madison, VA 22727

ADDRESS CORRECTION REQUESTED



<https://www.malvernofmadison.org/>