

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

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Minutes: Board of Directors Meeting, Thursday, July 10, 2008

Meeting called to order 7:05 p.m. by President Jerry Monnat

Board members present: Jerry Monnat, Lee Rees, Rick Curtin, Pat Kapon, Ed Johnson

Members Present: Frank and Barbara Sargent, Gary and Karen Pilkerton, Barry Cliver, Angie Wiseman, Howard and Ceil Collins, Norman & Kathy Hensel, Flora May, Steve Reed, Dianna Albrecht Allen, Bob and Claire Anderson

**Secretary/Public Relations:**

1. Board accepted a suggested change to the minutes of the June 12 Board meeting; approved minutes, as revised.

**Treasurer Report:**

1. June balances: income totaled \$1,970; expenses totaled \$3,050; total available funds \$48,327
2. Special assessment bill will be mailed to 126 lot owner's on August 1; payment due by September 1
3. Ed asked Board members to review the 5-year plan, particularly the 2009 portion of the plan; suggest adjustments if necessary. Ed is going to be preparing the 2009 budget for approval by the members at the October membership meeting and needs respective committee chairman input to incorporate 2009 costs for improvements and maintenance of common area elements.

**Architecture Committee:**

1. No applications submitted. Discussion on procedure to obtain approval of a garage closer than Malvern's required minimum setback. Procedure is to complete Malvern's application form, provide a letter(s) of agreement from the affected adjoining property owner(s) and submit the information for consideration and action prior to beginning construction. An equally important step is to confirm the setback requirements of the Madison County Zoning Ordinance are met prior to submission of the application to the Architectural Review Committee.

**Common Area Grounds and Mailbox Area:**

1. Rick has been researching maintenance items and improvements to several areas throughout the community: wondering whether installing "gel packs" for the wiring of the lights of Malvern's entrance sign might help prolong the life of the lights; pressure washing around the mailbox area; replacing the ageing bulletin board; pressure washing, replacing as necessary, and staining the boards around both dock areas; working on the turnaround area near the Ashlawn dock to prevent people from cutting across it; and, looking into moving the current fire department connection and re-installing the boat ramp. Rick suggested using volunteers for portions of the work and thought he could accomplish a lot of the tasks with a \$1,500 budget. The Board did not vote to approve this amount at this time but Ed

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stated there was about \$800 to \$1,000 in the current Building and Grounds Maintenance budget line item that could be spent this year for maintenance type items.

### **Clubhouse and Pool:**

1. Mike Perryman and Joe Graham provided a temporary fix to the hinges of the main pool entry gate. John suggests a door replacement be made prior to the 2009 pool season.
2. The chlorine dispenser was purchased but will not be installed until the end of this year's pool season
3. John has met with Wilson Well Drilling concerning the lack of water pressure when water spigots are turned on at both the pool and in the clubhouse. Wilson still does not think the pump is the cause of the problem. It could be the well itself is failing to replenish at a rate equal to the demand when both spigots are running. Turn one off spigot off and the well quickly refills the pressure tank. John recommends we continue to monitor the operation for the time being.
4. Jerry reported Caroline Busick should soon have a proposal with several options regarding the HVAC system: repair the current system to an operating state; replace the current oil unit with a new one; replace the oil unit with a gas unit. A suggestion was made to also seek a cost to replace the current system with a heat pump system.
5. Frank Sargent suggested volunteers could be used to do needed caulking around the pool area and also possibly to replace missing tiles around the pool edges

### **Roads:**

1. Lee reported paving on the Sleigh Bell culvert repair has now been completed
2. Lee has arranged a meeting on August 7 with a road contractor (P.M. Blakey). Purpose of the meeting will be to check Malvern's 8 miles of paved roadways and make suggestions for repairs and maintenance items that will help extend the life of our roadways.
3. Frank Sargent discovered a new problem occurring along Liberty Lane. Several years ago there had been a culvert repair made to the culvert east of the pond. Frank observed the embankment above the repair had failed and that a portion of the culvert has vertically shifted meaning some storm water is flowing under and not through the culvert. These conditions need fairly immediate resolution in order to prevent the possibility of roadway damage and/or collapse. Lee said he'd have the contractor look at the problem during his August 7 visit.
4. Ed reported the stolen stop sign at Malvern Drive and Oak Park road has been replaced with a new one. A temporary stop sign was installed to replace the stolen sign at the Powder Horn and Covered Bridge intersection. A new stop sign was installed at the Liberty and Covered Bridge intersection. Two existing non-conforming speed limit signs were also replaced with new signs. More signs will be ordered and installed to replace the remaining non-conforming traffic signs. The sign replacement program is part of the effort for Madison County to consider providing law enforcement along our private roadways.

### **New Business:**

1. At the request of Karen Pilkerton, Jerry reactivated the Rules Committee and asked Pat Kaplon to form and chair the committee. The committee is charged with reviewing and making recommendations to

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change Malvern's existing restrictions and/or by-laws, if necessary. It was noted the restrictions date back into the 1970s and after almost 35 years may need updating.

### **Old Business:**

1. Jerry reported the Board had received 7 new "form" letters of complaint stating continuing concern of a business operation being conducted on one of the lots within Malvern. It was noted the letters were received subsequent to the Board issuing a "cease and desist" letter to the lot owner this past April. Several members present at the Board meeting also expressed their objection to the perceived activities continuing to take place on the lot. Jerry stated he would call an Executive Board Meeting to review the written complaints and verbal objections made during the meeting to make a determination on what further actions, if any, should and/or will occur.
2. Karen Pilkerton reported the neighborhood watch program is again back on hold awaiting a volunteer to take charge of the process
3. Barbara had called Kemper Deane regarding the issue of some homeowners having their newspaper missing from their boxes. Kemper is not convinced new keys will fix the problem with missing newspapers nor does he think we'd be successful in getting home delivery because there are too few customers in Malvern to justify the travel expenses. Barbara said she'd follow up with several of the newspaper for confirmation.

Meeting adjourned at 9:00. Next Board meeting scheduled for Thursday, August 14, at 7:00 p.m.