

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

Minutes: Board of Directors Meeting, Thursday, December 8, 2011

Meeting called to order 7:02 p.m. by President Joe Graham

Board members present: Joe Graham, Jason Woodward, Ed Johnson, Paul Hankla, Fran Sestak, Randy Allen;
absent: Donna Phillips

Members Present: Frank and Barbara Sargent, Diane Cross, Karen Pilkerton, Nancy Johnson, Don Nicholson,
Barry and Shawna Gates, Barbara Flynn, Liz O'Neil, Brian Paul, Norm and Kathleen Hensel

Minutes from November 10, 2011 Board of Directors meeting were approved.

Treasurer Report: 1) Written report attached.

Roads: 1) Jason said several potholes were repaired on Bee Gum Way, Pine Court, and Old Forge Way during the Thanksgiving weekend with the help of member Chris Covington who donated the material, time and knowledge to place the patches – thanks Chris; 2) the log jam at the entrance to the box culvert under Covered Bridge Drive was cleared by a contractor; 3) Jason installed riprap at the entrance to the box culvert in order to prevent undermining the culvert.

Secretary/Public Relations: 1) At Ed's request, Shawna Gates reported that there was a community Christmas cookie swap scheduled for Sunday, that several members are in the planning stages of a community "winter wonderland" festivity at the clubhouse from 7:00 to 9:00 on January, 28th, game night was not being scheduled for December, and suggested people start saving things they might want to include in the community yard sale to be held in the spring – date to be determined.

Architecture Committee: 1) Fran reported she had authorized the owner of Lot 38 to remove 2 trees that had the potential of doing damage to the house if they fell; 2) presented an application from the owner of Lot 162 to build a shed; Fran said her committee was recommending approval of the construction; the committee recommendation was seconded and approved unanimously by the Board.

Common Areas: 1) Paul has replaced the lights at the entrance sign

Lake: 1) Randy reported he had observed the dam several times since we have been experiencing more rain than usual; 2) he noted his concern that if the barrier at the spillway becomes clogged water might run around the side of the barrier causing erosion on the side of the dam; 3) there was discussion on the importance of keeping grass from growing in the spillway so that the level of the water in the lake remains lower than the steel beams holding the docks – Randy said he'd look into this issue.

Clubhouse and Pool: 1) Joe mentioned rentals are about normal for this time of year – which are typically slow; 2) Joe reported the next step in preparing the playground area was to purchase stone blocks for construction of a 2 foot high retaining wall adjacent to the roadway, with an anticipated cost of \$500. A member reiterated an objection that the existing equipment had been dismantled without approval and that the site preparation

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should not proceed without first having a written plan and projected costs approved by the Board and then approved by the membership at the April 28, 2012 Annual meeting of members. The secretary read a motion made and approved from the November 10 Board meeting which authorized purchase of necessary materials and to utilize volunteers to continue the groundwork at the playground area in preparation for the eventual playground equipment to be installed next year.

Open Forum: 1) Barry Gates spoke on how much he appreciated the outpouring of help he and Shawna had received.

New business: 1) A motion was made by Ed, seconded by Jason to designate the playground committee as a sub-committee of the Operations standing committee. Committee members are Joe Graham as Chairman, Frank and Barbara Sargent, Merri Woodward, Valerie Miller and Sharon Taylor. The charge of the committee is planning of the playground upgrade in accordance with the membership motion made at the Regular meeting of the members held October 15, 2011. The term of the committee will end at the conclusion of the Annual meeting of members on April 28, 2012. Motion approved unanimously.

Old Business: 1) None

Meeting adjourned at 7:40. Next Board meeting scheduled for Thursday, January 12, at 7:00 p.m.

Respectfully submitted,

Ed Johnson, Secretary
Malvern Club, Inc.

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Treasurer's Report on Thursday, December 8, 2011

INCOME – Through November 30, 2011

\$120,428.41 of regular assessments were received – 98% of budgeted amount

Total of \$128,981.56 total received for all income categories – 98% of budgeted amount

EXPENSES – Through November 30, 2011

Capital Improvements – A total of \$72,281.14 was expended – 79% of budgeted amount

Operating Expenses – A total of \$38,339.46 was expended – 64% of budgeted amount

A cumulative total of all funds of \$110,620.60 was expended – 73% of budgeted amount

ACCOUNT BALANCES – As of November 30, 2011

Checking Account – \$6,600.52

Money Market Account – \$81,742.57

Reserve Account – \$60,033.79 (\$40,000 earmarked for roads maintenance & \$20,000 earmarked for dam maintenance)

Total Funds Available – \$148, 376.88

No pending checks on hand with the Treasurer for deposit as of December 8, 2011.

Awaiting President's approval on one bill in order to process payment as of December 8, 2011.

No end of year budget projections were submitted by Board Members as requested by the President at last Board meeting.

OVERDUE ASSESSMENTS STATUS – As of December 8, 2011

A total 7 of members are on the Overdue Assessment Listing:

3 – liens refiled by Attorney - new totals \$4,513.03 - Additional Attorney action to be taken in 2012

2 – Bankruptcy/Foreclosure Action - new totals \$834.00 - Attorney & Treasurer Action

2 – No contact with Treasurer for payment in full or monthly payments - \$810.00 - Attorney Action

Grand Total of \$ 5,929.34 owed to Malvern Club, Inc. for assessments during the period of 2009-2011.

Submitted by

Donna J. Phillips

Treasurer

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