

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

---

Minutes: Board of Directors Meeting, Thursday, December 13, 2012

Meeting called to order 7:00 p.m. by President Roberta Jalbert

Board members present: Roberta Jalbert, Joe Graham, Ed Johnson, Paul Hankla, Wallace Harvey

Board members absent: Donna Phillips

Members present: Don Nicholson, Nancy Johnson, Barbara and Frank Sargent, Catherine and Larry McClellan, Merri and Jason Woodward, Diana and TJ Wright, Ceil and Rick Collins, Shawna and Barry Gates

Minutes from November 8, 2012 Board of Directors meeting were approved as submitted.

**President's Report (Roberta):** **1)** Randy Allen informed Roberta of his decision to resign from the Board. Rick Collins and Barry Gates agreed to fulfill Randy's remaining term as Director if appointed. By unanimous vote of the Board, Rick Collins was appointed to fulfill the remaining term which runs through April 27, 2013; **2)** Roberta asked for help in seeking nominees for the 4 Director positions that need to be filled this coming April; Catherine McClellan said she would help Roberta.

**Secretary/Public Relations (Ed):** **1)** a full disclosure packet was prepared and forwarded for Lot 227, and a full disclosure packet has been prepared for Lot 139; **2)** approved receipts from Merri Woodward and Jennifer McLeod for the very successful picnic and Halloween events held earlier this year will be forwarded for payment.

**Treasurer Report (Donna):** absent.

**Architecture Committee (Paul):** **1)** application to enclose and cover an existing deck on Lot 127 was reviewed and approved; **2)** application to place a 12 x 16 frame shed on Lot 227 was reviewed and approved.

**Common Areas (Rick):** **1)** no report; **2)** Rick will look into replacing lights on the newspaper boxes; **3)** Frank Sargent will get with Rick on general maintenance around the mailbox area.

**Lake (Rick):** **1)** no report; **2)** Don moved some rip rap to the top of the dam which has now been placed to prevent further erosion along the water edge of the embankment; **3)** Don also cleared the spillway of the growth that has built up; there was discussion that this needs to be done early in the Spring and probably at least twice more during the Summer and Fall.

**Clubhouse and Pool (Joe):** **1)** rental activity is at its normal level; **2)** Joe plans on purchasing several appliances within the next few days, which will be stored until the planned kitchen improvements are completed.

**Roads (Wallace):** **1)** Wallace will be meeting with Hoffman soon to discuss snow removal for the winter season; **2)** it appears Hoffman is interested in purchasing the sander.

**Old Business:** Rick Collins and Ed Johnson agreed to co-chair a reserve study committee. The charge of the committee is researching and preparing an in-house reserve study. The study along with other findings and recommendations, including whether to pursue review by an outside consultant, needs to be submitted to the Board no later than February, 2013. Committee members will include Joe Graham, Wallace Harvey, Don Nicholson, and TJ Wright. Barry Cliver will be contacted to see if he would also be on the committee.

**Open Forum:** **1)** no comments

## Malvern Club, Inc.

---

**New business: 1)** Roberta reported on the work session held November 29<sup>th</sup> in which L & B Security Agency Business, LLC met with Board and interested community members. There are several areas of concern within Malvern that L & B felt they could address, including trespassing into the pool and lake area and traffic issues. There was discussion about issuing photo identification cards to all members in good standing as one step in addressing the security concerns. It was decided to create a Security Research Committee to make recommendations to the Board regarding how best to address the security concerns, including identification cards, trespassing, pool access and traffic. Roberta will chair the committee. Members of the committee are Paul Hankla, Merri Woodward, Joe Graham, and Shawna Gates. Merri will contact Jennifer McLeod to see if she would also serve on the committee.

Meeting adjourned at 8:05. Next Board meeting scheduled for Thursday, January 10, at 7:00 p.m.

Respectfully submitted,

Ed Johnson, Secretary  
Malvern Club, Inc.