



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

Board of Directors Meeting, Thursday, November 14, 2019, at the Clubhouse, called to order at 7:00 p.m.

Board Members Present: Doug Beaver, Fred Bourque, Rick Collins, Grover Dean, John Shanley, Rodney Taylor, Diana Wright. Members Present: Carol Beaver, Ceil Collins, Valerie Cruz, Dave Hutton, Stephen James, Susan Korfanty, Don Nicholson.

Decisions and Actions

The minutes of the October 10, 2019, Board Meeting were approved unanimously.

Member dues for 2020 were set at \$575.

Damage to some Malvern roads will be repaired and sealed (see list in Roads below).

A contract was approved for the design of the Siphon Drawdown System at the dam.

A contract was approved to remove two large trees at the Clubhouse.

A construction application was approved for a deck extension on the house on Lot 184.

There will be a Christmas Party at the Clubhouse on Saturday, December 14th, from 3 p.m. until.

The Firewise report for 2019 is due next month. Provide hours and money spent on fire risk reduction activities to firewise@malvernofmadison.org by December 15th.

Three incidents of spikes in the road in Malvern have been reported to the Sheriff's Office.

Committee Reports

Roads. Grover said he inspected the box culvert on Covered Bridge, and it is clear. Regarding the proposed crack repairs on selected Malvern side roads, he made a visual inspection and found approximately 1,300 linear feet of cracks that will need to be excavated, filled, and sealed; a pothole on Bee Gum to be filled; and a tree root that must be removed from under Half Penny. Other cracks will be filled on the following roads:

- Malvern Drive at the Clubhouse end
- Pine Torch on the hill and the cul-de-sac area
- Windmill near the cul-de-sac end
- Bee Gum at the intersection area
- Half Penny on the hill near Lot 116
- Aroda at the intersection with Covered Bridge and several locations adjacent to Lot 138
- Old Forge at the cul-de-sac area

Approved Minutes Malvern Club, Inc.

The cost will be \$3,800 for 20 containers of VDOT-approved sealant and the labor. C&C Seal Coating of Luray will do the work.

Lake. Rick said he cleared out the spillway and the fish barrier.

Grounds. Rick presented four bids to remove two dead trees and reinforce the big maple at the Clubhouse. After discussion, the Board decided not to do anything yet about the maple. A bid from Sisk Tree Service for \$1,350 for removing the two dead trees and grinding the stumps was approved unanimously.

Architecture. Fred said there were two applications for review. One is an amended application for the new house under construction on Lot 225 at 614 Old Forge Way. The original application was approved in 2018, and construction began earlier this year. The amended application requests a setback variance to permit siting the house 50 feet from the adjacent property to avoid a rock subsurface at the original location. The adjacent property owners do not object; the Architecture Committee recommended approval of the amended application; and the Board approved the amended application unanimously. The second application is for a 4' by 20' deck extension on the house on Lot 184 at 619 Liberty Lane. The Architecture Committee recommended approval, and the Board approved the application unanimously.

Clubhouse. Fred said the Malvern ladies discovered that all of the salad/dessert forks had gone missing from the Clubhouse sometime between the spring and fall socials. He said he checked around, and no one had them. He purchased 42 replacement salad/dessert forks for the Clubhouse at a cost of \$42.95.

Treasurer. Diana said a lien will be placed on one property that is more than a year in arrears on their dues. She reported the following cash balances as of November 14, 2019:

Operating Funds Balance	\$200,936.82
Capital Reserve Funds Balance	\$258,190.57
Checking/Savings Accounts Balance	\$459,127.39

Social Events. Diana said there will be a Holiday Christmas Party at the Clubhouse on December 14th starting at 3 p.m. The exercise group will do the decorations this year.

Firewise. Susan said she will continue as Firewise Coordinator, having found someone at the state program who is helpful. Susan said she has to submit the report for 2019 to the state next month and fill out the renewal application. She asked all members who can to please provide their information to her no later than December 15th. Members may submit their logs (if they've kept them) or just send an email giving the total number of hours and money spent on activities to reduce fire risk on their property. This could be mowing the lawn, cleaning gutters, tree removal or trimming, litter and debris removal, raking leaves, etc. Other examples can be found here: <http://www.malvernofmadison.org/community-firewise.php>. You may also include any money spent on these activities. If a member paid someone for a service, provide the dollar amount. To participate, send an email to firewise@malvernofmadison.org. Provide the member's name, lot number, and activities with hours and money spent on each activity.

Approved Minutes Malvern Club, Inc.

Old Business

Dam Drain. Rick said he received a proposed contract from Triad Engineering of Winchester for \$7,000 to do the design of the Siphon Drawdown System at the dam. This is the new drain required by the state that has to be completed in 2020 at an estimated cost of \$30,000. This contract is for the design and permitting only, not for installation of the new drain, which will be contracted for separately next year. The design contract was approved unanimously.

New Business

Clubhouse Rental Taxes. Fred said the Madison County “transient occupancy excise tax” on Clubhouse overnight rentals for October would be due on November 15th. Diana said she would prepare the form and deliver it and the payment check to the Madison County Treasurer. She asked that Fred provide the overnight totals to her at the end of each month.

2020 Member Dues. Rodney said that the Reserve Study and the 5-Year Plan have member dues for 2020 set at \$575 per lot. A motion was made and seconded, and the motion to set the 2020 member dues at \$575 passed unanimously.

Financial Policy Update. The policy, which establishes the member dues, needs to be updated with the new 2020 dues. A motion was made and seconded to amend the policy as of November 14, 2019, to set the 2020 dues payments at \$325 due March 1, 2020, and \$250 due September 1, 2020. The motion passed unanimously. Fred will update the policy for posting on the website and insertion into the Disclosure Package.

Open Forum

Spikes on Malvern Drive. John and Susan reported that they discovered a spike on their driveway. This is a 3-inch spike that can be bought online and used for traffic control. They puncture tires. The Sheriff’s Office is investigating this incident and two other incidents of spikes reported in Malvern within the past week.

Visitors Walking in Malvern. Several members questioned whether non-residents should be permitted to walk along Malvern roads. Rodney said so long as they are guests of a Malvern lot owner there is nothing to prohibit them from walking, biking, or driving in Malvern.

The meeting adjourned at 8:40 p.m.

Respectfully Submitted:
Fred Bourque
Secretary, Malvern Club, Inc.