



## **Approved Minutes Malvern Club, Inc.**

905 Malvern Drive  
Madison, VA 22727

<http://malvernofmadison.org/>

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Board of Directors Meeting, Thursday, November 12, 2020, at the Clubhouse, called to order at 7:01 p.m.

Board Members Present: Fred Bourque, Rick Collins, Grover Dean, Steve Langone, Rodney Taylor, Diana Wright

Members Present: Ceil Collins, Ed Johnson, Melody Langone, Ellie Tarbous

### **Decisions & Actions**

The minutes of the October 8, 2020, Board Meeting were approved unanimously.

Two applications for building in Malvern were approved. One is for a boat shed on Lot 45. The other is for a solar system to be installed on the house on Lot 128.

Dues for the calendar year 2021 will be \$575 per year using the current payment schedule, as set in the "Financial Policy."

Fred Bourque was assigned to the role of Clubhouse Reservations Coordinator. Members may contact Fred to reserve the Clubhouse. Thank you to Merri Woodward for volunteering in this role for the past 5 years.

The Clubhouse Damage Deposit is now set at \$100 per reservation.

### **Opening Remarks**

Rodney welcomed the members in attendance.

### **Committee Reports**

**Roads.** Grover reported that Ms. Clarissa Berry, Commonwealth's Attorney for Madison County, advised that the case against Mr. Chu will be finalized on December 9, 2020, at 9:00 am. Mr. Chu has accepted a plea agreement that will result in him being convicted of the charge with it subsequently being dismissed after completion of one (1) year of probation and good behavior. Additionally, as a part of the plea agreement, Mr. Chu will make restitution of \$1330.00 to the court on that day for payment to Malvern Club, Inc.

The Roads Committee responded to a member's call regarding a fallen tree on Sylvan Lane near Sylvan Court. Examination revealed that the top of the tree was hanging over the power lines. REC was notified and they removed the tree.

The box culvert at Dark Run was checked on November 12th. After the rains the water is flowing through culvert. It appeared that some time during the night the water height rose on the upstream side of the culvert to a point near the bottom of the guardrail post, as evidenced by

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wooden debris and other material (corn cobs) along the shoulder of Covered Bridge Drive. Although the tree that was reported in the October report remains inside the culvert, the water flow is not being restricted. A new tree has fallen from the bank's edge and is resting against the top of the box culvert outer wall. This tree will need to be removed, but it is posing no problem or danger at this time.

**Architecture.** Fred presented two building applications, both of which were reviewed by the Architecture Committee, which voted unanimously to recommend approval by the Board. The first is for a boat shed on Lot 45 submitted by David Kalish. The second is for a solar system to be installed on the house at 792 Covered Bridge Drive, Lot 128, submitted by John and Berta Storey. The Board approved both applications unanimously. Rodney noted for the record that Board approval is required for installation of a solar system in Malvern. This being the first solar system to be installed in Malvern, this approval does not set a precedent for future applications for solar systems in Malvern. He asked the Architecture Committee to investigate solar arrays and develop a policy for solar installations in Malvern.

**Lake.** Rick said he inspected the spillway after the big 6-inch rain. It was fine. He said he purchased a pump for the drain siphon and that we should do an annual test of the siphon and pump each September. He will do the test next year. He recommended installing a new camera system for monitoring the depth gauge that was just installed in the lake. He said they are self-contained, battery-powered systems.

**Grounds.** Rick said that Jason Woodward had ground the stumps of the trees we removed along the Malvern median. Fred asked if we could remove the two azaleas in the median that are sickly and off center. Rick agreed and said we could fill in any gaps with crepe myrtle. Rick said he replaced some bulbs at the mail shed. One light at the dock was failing, so he purchased an \$89 solar light to replace it. He said he had not heard anything yet from the Postmaster on the free parcel boxes. Fred asked if we could get someone to trim the Willow Oaks in the Clubhouse median. Large branches are falling, which is dangerous. He also asked to remove the large limb of the big maple behind the Clubhouse, which is too heavy for the trunk and is also dangerous. Rick said he would get quotes for the two jobs. Rick presented two signs he had made for the dam and the dock. Rodney asked Rick to have a sign made to go with the drop box at the mail shed. Rodney said he would come up with a notice to members explaining the voting for the short-term rentals amendment.

**Clubhouse.** Steve said the vanity in the Men's Restroom is cracked. We don't know how or when it happened. He said it shouldn't be expensive to replace. He said he has seen young children playing after dark on the Clubhouse lawns, which could be dangerous. He said he will put caps on the horseshoe pins, which are a hazard.

**Treasurer.** Diana asked the Board members to review the "Financial Policy" revision dated November 2020, specifically Section 2, Late Fees. This update will be taken up at the December Board meeting. Diana reported the following cash balances as of November 12, 2020:

Operating Funds	\$116,360.12
<u>Reserve Funds</u>	<u>\$111,053.82</u>
Total Checking/Savings	\$227,413.94

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### **Old Business**

**Playground.** Fred said he, Rick, and Steve had removed the commercial mulch that was used to patch some bare spots on the playground. They got a trailer load of playground mulch to patch those spots and spread it.

**Contract Policy.** Fred said he had not yet finalized the Contract Policy that was voted on and approved at a previous meeting. He said he would have it done for the December meeting.

### **New Business**

**Reserve Study.** Rodney said is it time to review the Reserve Study. Ed Johnson agreed to chair the committee. Rodney, Fred, Grover, Rick and Steve will be on the committee.

**2021 Dues Assessment Resolution.** Rodney proposed that the 2021 dues be set at \$575, the same as for 2020, and that the current payment schedule be used, per the Financial Policy. A motion was made to adopt the following resolution:

Resolved: Dues for the calendar year 2021 will be \$575 per year using the current payment schedule, as set in the “Financial Policy.”

The motion was approved unanimously.

**Clubhouse Reservations Coordinator.** Rodney said he wants this role to be performed by a Board member. He said the role requires handling money, and Board members are covered by our insurance bond. Fred offered to assume the Coordinator role. A motion passed unanimously to assign the Clubhouse Reservations Coordinator role to Fred. Rodney thanked Merri Woodward for serving the community in this role for the past 5 years.

**Clubhouse Reservations Money Transfers.** Diana said she would like to improve the process for getting the checks for Clubhouse reservations and damage deposits to her as Treasurer. She said that, in the past, she has received all of the checks for a month at the end of the month. She would like to receive them sooner, preferably when they are received by the Clubhouse manager. Fred said he would now be receiving all checks. He said he would place the checks in the Drop Box at the entrance.

**Clubhouse Damage Deposit.** There was some discussion about the need to increase the damage deposit for Clubhouse Reservations, which has been set at \$50 for many years. A motion was made to set it equal to the highest daily rate charged for the reservation, i.e., \$70, \$100, \$200. The motion passed on a vote of 5 to 1, with Grover voting no. Grover then made a motion to reconsider the previous vote and set the deposit at \$100 per reservation, regardless of the reservation rate. This new motion supersedes the previous vote. Grover’s motion passed on a vote of 5 to 1, with Rodney voting no. The Clubhouse Damage Deposit will be set at \$100 per reservation, once Fred has updated the “Policy on Reservation and Use of the Clubhouse” and posted it on the Malvern web site.

**Playground Swings.** Ellie asked whether we could install safety locks on the swing seats. Steve said he would do that.

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**Open Forum**

No items.

The meeting was adjourned at 9:59 p.m.

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