



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

REGULAR MEMBERSHIP MEETING
October 17, 2020
Approved Minutes

Location: Malvern Clubhouse, 905 Malvern Drive, Madison, Virginia

Sign-in: Members signed in as they arrived, beginning at 9:30 a.m. Proxies were collected and tallied.

Quorum Present: The Secretary reported that 50 lots were represented by members attending or proxies executed. The President announced that the minimum 50-member quorum requirement was met and called the meeting to order at 10:13 a.m.

Officers Present

President:	Rodney Taylor
1 st VP & Secretary:	Fred Bourque
2 nd VP:	Grover Dean
Treasurer:	Diana Wright
Director:	Doug Beaver
Director:	Rick Collins

Decisions & Actions

1. The minutes of the June 27, 2020, Annual Membership Meeting were approved by unanimous voice vote.
2. The 2021 Operations Budget was approved.

Committee Reports

President. Rodney welcomed the members in attendance and reminded everyone that there would be a catered barbeque lunch in the Dining Room following the meeting. He asked if there were any new members present. Troy and Melissa Booth introduced themselves as the owners of the new house on Windmill Lane. Jay and Patty Graves introduced themselves as the owners of the new house at the end of Old Forge Way. Rodney said this is one of two membership meetings each year. The membership meetings are an opportunity for members to tell the Board what the members would like to see done differently than what is being done now, as far as management of the association goes. He said a suggestion or request from the members would be taken up by the Board, which will try to get it done.

Approved Minutes

Treasurer. Diana said that this has been a good year for collecting dues. There are only a handful of delinquent accounts and only one that is over a year old. She thanked the members for their on-time payments. She provided the following cash balances as of October 8, 2020:

Operating Funds Balance	\$116,441.41
<u>Capital Reserve Funds Balance</u>	<u>\$110,802.92</u>
Check/Savings Account Balance	\$227,244.33

Clubhouse & Activity Center. In Steve's absence, Fred reported that the Clubhouse HVAC system was replaced because of repeated repairs to the heat pump caused by a persistent freon leak in the interior hose. He said the age of the heat pump and air handler were a factor in the decision. The equipment was replaced with new equipment. He said the ductwork was in good shape and did not need to be repaired or replaced. Rodney noted that the money for this replacement was withdrawn from the Reserve account. He said the HVAC system is scheduled in the Reserve Study for replacement in 2024 at a projected cost of \$30,000. The new system cost \$10,300. He then explained how the Reserve account is funded and how withdrawals from the account are done. Rodney also reminded members that the Activity Center is open to members free of charge. To reserve the Activity Center, call Steve or Fred. Fred thanked Valerie Cruz for keeping the Clubhouse and Activity Center neat and tidy.

Pool. Fred said the Pool is closed for the winter and will reopen Memorial Day weekend next year. He thanked the members who use the Pool for keeping the apron neat and tidy and for helping him with monitoring the pool activity. He said the cameras we installed at the Pool and the parking lot worked to eliminate unwanted congregation in the parking lot after hours. Fred thanked Gwendolyn Bracqbien for another year of maintaining the Pool water in pristine fashion. Pat Kaplon thanked the Board on behalf of the Aquatic Exercise group for keeping the Pool so nice all summer long.

Lake. Rick said that the planned dam siphon project was completed. He said the siphon is an 8-inch pipe that runs underwater from the dam out into the lake for a distance of 80 feet and is placed 27 feet under the surface of the lake. It enables us to lower the lake level for maintenance and overflow issues. The siphon drains into Dark Run. The dam was reseeded following the siphon installation. Rick reminded the members that the rear slope of the dam is not to be used for anything. He said people have used it for sledding in the past, but the bottom portion of the slope is private property and there are obstructions at the bottom that make sledding dangerous. He also said people are not to drive vehicles onto the dam. Fred added that vehicles are not permitted on the Clubhouse lawns, including the approach to the dam and to the dock, without prior approval.

Grounds. Rick thanked Debra Dean and her crew for the continuing entrance beautification project. He said our landscaping contractor would remove the leaves around the mail shed and mulch the area in December. He said Jason Woodward would be trimming trees along the roadways in the coming months. He asked property owners to trim their trees to keep them at least 8 feet from the roadway and 15 feet above the roadway to make room for emergency vehicles and fire trucks. He said the Autumn Olive is an especially bad plant along the roadways. They should be removed entirely, and the root should be treated with

Approved Minutes

herbicide. Otherwise, they'll take over, as they are doing in spots around the community. Rodney noted that Rick had installed a drop box at the entrance. This is the black box attached to the side of the newspaper box. He said the drop box is for members to deposit their amendment ballots, proxies, and other papers for the Board. Diana said dues checks may be placed in the drop box but asked that no cash be left there. She asked that members place their papers in an envelope addressed to Diana. Fred said Clubhouse reservation forms and deposit and payment checks (no cash) could be deposited in the drop box. Put them in an envelope addressed to Clubhouse Reservations or Fred.

Roads. Grover reported on the paving done in 2020. He said there is a spot on Turkey Trot that will need attention at some point. The base in one section of the roadway is failing under the pavement. There is a similar problem on one section of Carriage Lane where a tree root beneath the roadway is causing the pavement to fail. Sections of both roads will need to be completely rebuilt from the ground up. The Roads Committee is monitoring both roads. For now, there is no need to do anything about these roads. Rodney then explained how we paid for the paving this year. Most of the cost was withdrawn from the Reserve account, as planned. In addition to the planned paving, emergency repairs were required to Old Forge Way. He said we used money from Retained Earnings to pay for that and reduced the paving budget for 2021 by that amount. Grover said we should get our money back from Mr. Chu, the contractor we hired to do some paving at the end of 2019. He said Mr. Chu has made a plea deal with the Court. Part of that deal is to pay us back the \$1,300 we gave him as a deposit on the work he never did. Grover said we let the snow removal contract for this winter. The price is the same, with the exception that the price per truck went up \$3.

Social Events. Diana said that Katie Ignaszewski is coordinating the Halloween Trick-or-Treating again this year. The event will be held on Halloween, Saturday, October 31st, from 6 to 8 p.m. She said Katie asked that members who would like to have tots come to their house on Halloween, please contact Katie so she can put you on the map. Diana asked members to please leave a porch light on and light a path to the door for Trick-or-Treaters to follow. Diana reminded everyone that this year's Christmas Holiday Party will be at the Clubhouse on Saturday, December 12th, from 3 to 7 p.m. It will be a potluck supper, as usual, and everyone is invited. She asked for musical volunteers for the event, in case people want to sing carols. Diana said the 2021 budget for Social Events has been increased to accommodate a spring picnic and other events.

Firewise. Diana said that Susan has asked that members submit their activity logs to her now, rather than waiting to the end of the year. She said we get credit for anything you do to prevent fires. That includes, mowing, trimming, picking up sticks in the woods or around your house, splitting logs, pulling weeds, mulching. Members can look at the Firewise page on our website, where you'll find links to fire prevention resources and homeowner tips that are useful. A member asked about the green house number signs that people have in their yards. Fred said these are 911 Emergency Address signs. They are to help an emergency vehicle find your house. They are not required in Malvern, but they are a good idea. They can be purchased online. He said he got his from Amazon for about \$25.

Approved Minutes

Old Business

Short-term Rentals Amendment. Rodney reported that the voting on the amendment to restrict Airbnb-type rentals in Malvern is ongoing. Fred said we have collected 60 ballots, 46 “Yes” and 14 “No.” He said that 156 “Yes” votes are required to adopt the amendment. Rodney said we have installed a drop box at the entrance to collect more completed ballots. There is a real estate flyer box next to the drop box that has blank ballots. He then described the voting process. Some members said that the wording of the amendment is confusing. Rodney explained that a “Yes” vote would be a vote to restrict rentals so that you couldn’t rent your house for less than 30 days. This would have the effect of prohibiting Airbnb-type weekend rentals. So, in effect, adopting the amendment with “Yes” votes would mean Malvern would continue on as it has for the past 40 years, with no one renting their house for the weekend. Voting the amendment down with “No” votes would mean Airbnb rentals would be permitted, even weekend rentals. Rodney encouraged everyone to complete a ballot and place it in the drop box. Fred said that members who have already voted may submit a new ballot if they have changed their mind. He said he would count the latest ballot submitted. The voting will go on until May 16, 2021.

New Business

Parcel Boxes. Rodney said we need more parcel boxes at the mail shed. He said Malvern is receiving too many packages this year, probably because of online shopping, that the mail carrier is having to make multiple trips, and the parcel boxes we have are filling up. Some members have had to go to the Post Office to pick up their packages. He said he has spoken with the Postmaster, who told him the Post Office may be able to give us some for free. If we had to buy them, they would cost around \$2,000 apiece. The Postmaster thought he might be able to locate one or more by the Christmas season. Diana said you can get an app that will notify you when you receive a parcel. She asked that members pick up their packages promptly and not leave packages sitting in the parcel box for days at a time.

Late Fees. Diana reported that the \$30 fee charged to members for late payment of dues is charged per assessment. For example, the annual dues fee is one assessment. If there is another assessment, such as a special assessment like we had for the initial paving, then that assessment would be subject to a late fee. She said the Financial Policy will be revised to make that clear.

2021 Operations Budget. Rodney went over the proposed 2021 operations budget that all members received in the Fall Communicator. The budget was approved unanimously on a voice vote.

Open Forum

Malvern Communicator. Ed Johnson asked if anyone actually reads the “Communicator” that is sent to all members in advance of the Membership Meetings. Everyone said, yes, they appreciate the work that goes into publishing it, and they read it.

Approved Minutes

Volunteers. Rodney said that all of the work that you're hearing about today is being done with volunteer labor. He thanked all of the volunteers who helped spread mulch on the Playground; Rick for supervising the dam siphon project; Steve for supervising the HVAC replacement; Ed Johnson for the many things he does for the association; Chas Egen for his IT support and for publishing the newsletter; Debra and Grover for the entrance beautification; and the Board members for their continued service to the community. He reminded members to mow along their lot boundaries, especially along the roadways, and to blow the grass clippings back into the yard and not onto the road. He encouraged all members to volunteer, if they can, and to consider running for a seat on the Board. He said we will elect members to fill three Board seats at the Annual Membership Meeting in April. Debra Dean complimented and thanked the Board for its work this year.

Meeting Adjourned at 11:20 p.m. The next membership meeting is the Annual Membership Meeting, April 24, 2021, at the Clubhouse, with sign-in beginning at 9:30 a.m. and the meeting starting at 10:00 a.m.

Respectfully Submitted:

Fred Bourque
Secretary, Malvern Club, Inc.