



## Approved Minutes Malvern Club, Inc.

905 Malvern Drive  
Madison, VA 22727

<http://malvernofmadison.org/>

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Board of Directors Meeting, Thursday, March 11, 2021, 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, Larry McClellan, Daniel Smith

### **Decisions & Actions**

The minutes of the February 11, 2021, Board meeting were approved unanimously.

Wall heaters have been installed in the Activity Center and Pool Restroom.

A television will be installed in the Clubhouse living room, along with a Roku box. Internet access is already available at the Clubhouse complex.

The Short-term Rental Amendment voting is ongoing. 90 ballots have been recorded so far. The voting ends on May 26th. A total of 156 “yes” votes are required to pass the amendment.

The Pool preparation will begin the week of April 19th. The Pool could be ready for swimming and open to members before the Memorial Day Weekend if there is interest among the members.

There is a new ramp leading onto the north dock.

An application for a new house on Lot 79 at the end of Windmill Lane was approved.

The pavement problems on Sylvan Lane and Turkey Trot Lane will be repaired this year.

The entrance island and Malvern sign will be repaired, starting Monday, March 22nd. Motorists should exercise caution when approaching the area, as the outbound lane of the road will be blocked at times, requiring two-way traffic on the inbound lane closest to the mail shed. Observe the CAUTION signs.

Members interested in having a Malvern Book Exchange are encouraged to complete the [survey](#) on Malvern’s website.

### **President’s Comments**

**Board Election.** Rodney said there would be three open Board seats for the election at the April 24th Annual Membership Meeting. Fred and Grover said they intend to run for a seat. Doug has said he will not run again, so we need at least one other member to run for a Board seat. He said any member who would be willing to serve on the Board is invited to submit a short bio to the Board for inclusion in the Spring Communicator. Bios are due by April 1st. They may be submitted via email to [malvernhoa@malvernofmadison.org](mailto:malvernhoa@malvernofmadison.org).

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## Committee Reports

**Secretary.** Fred said we had received 90 ballots for the Short-term Rentals Amendment so far. There are 67 votes to approve, 23 votes not to approve. He said a notice was sent to all members last month explaining the amendment and providing a ballot and instructions for voting. He said most of the ballots received since the notice went out have been duplicates from people who had already voted.

**Treasurer.** Diana reported the following cash balances as of March 11, 2021:

Operating Funds	\$166,314.72
Reserve Funds	<u>\$112,089.87</u>
Total Checking/Savings	\$278,404.59

Diana said there are funds available to make the 2021 Reserve Fund deposit. She said we could purchase a 5-year CD, but CDs are not paying much right now. After discussion it was decided to leave the funds in the checking account. She said it is time to review the replacement costs for covered assets in our insurance policy. Rodney said he would discuss this with our agent.

**Clubhouse.** Steve said he had purchased and installed three new wall heaters in the Annex, at a total cost of \$600. He also repaired the sink in the Pool Restroom. He said he would install a television in the Clubhouse. This is the old TV that used to be in the living room. Diana purchased a Roku box and a wall mount. The TV will be mounted on the living room wall in the corner nearest the lake. Steve said he found a source for the 8-inch PVC pipe we need to repair the Playground barrier. He said a bigger expense will be repairing the front patio. The pavers are tilting and creating a hazard. He said he would get bids for repointing them.

**Pool.** Fred said the Pool cover would be removed the week of April 19th. He said it would take about a month to get the water cleaned and ready for swimming. Diana asked if the Pool could be opened to members before Memorial Day Weekend, since Moms and kids are home now that school is not in session. Fred said we could open once the water tests safe. He noted that in recent years we have opened the Pool early and kept it open beyond Labor Day, but no one used it. He said it really depends on the water temperature. Whether the Pool is open or not, we will still have to do daily maintenance. So there wouldn't be additional expense to opening it before Memorial Day Weekend. He said he will bring it up at the Annual Membership Meeting.

**Lake.** Rick said the pump used to control the lake level is now stored in the Pool house. He said Dave Kalish had installed a ramp at the north dock. He said the dock pilings are severely corroded and in need of repair. The damage appears to be above the water line. We will need a pumper truck to fill the 16 or so metal piling tubes. He will get estimates for the job.

**Grounds.** Rick said the contractor had trimmed the trees along the Clubhouse driveway and removed the large limb from the big maple in the backyard. He said there is nothing new on the additional parcel boxes. Rodney advised that our mail carrier had given him some cut sheets from a catalog showing USPS-approved parcel boxes. He said he would follow up with the Postmaster about getting some.

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**Architecture.** Fred presented an application for a new house on Lot 79 at the end of Windmill Lane. The application conformed to all covenants and was recommended for approval by the Architecture Committee. Rodney asked that Fred confirm with the builder that the plan meets the required 1,500 square foot minimum. The plan provided with the package was not clear. The application was approved unanimously, with the condition that the house meets the minimum square footage requirement.

**Roads.** Grover said the MSL contract would be modified to expressly include snow removal and sand application to the Clubhouse and Mail Shed sidewalks, as was approved at the February Board meeting. Grover presented the findings of an inspection made with S. L. Williamson Company of the condition of Sylvan Lane and Turkey Trot Lane:

**Sylvan Lane.** On Sylvan Lane, the intent is to reduce the 2-to-3-foot drops-offs, as well as to maintain proper drainage along the 1,976-foot roadway. The contractor proposes to place 4-to-8-inch gabion stone (i.e., riprap) in the ditches in the deep spots for a stretch of approximately 700 linear feet. Once the gabion stone is placed in the deep areas, 21-A shoulder stone would be placed along both sides of the entire roadway to create an 18-to-24-inch-wide shoulder on each side of the roadway. This is similar to what was done along Covered Bridge using the same stone. The total cost of this repair would be \$12,240.

**Turkey Trot Lane.** Grover said they examined the roadway where the paving is failing (sinking/pumping). The contractor provided costs for two options:

Option 1. The settled area, approximately 15 feet long, would be undercut (removed), and they would install a cross-drain to provide an outlet for ground water, which seems to be causing the issue. Once the cross-drain is installed, the area would be patched with 4-to-5 inches of base asphalt (BM-25). Then an additional 3 inches of a rough-surface asphalt would be placed over entire area, including the approximately 150 linear feet leading to the cul-de-sac, which would repair the surface alligating on the pavement. After the paving repairs are complete, shoulder stone would be placed along both sides of the repaired area. The cost of this option is \$12,980.

Option 2. The 15-foot-long settled area would be undercut, as above, and the cross-drain would be installed. The undercut area would be patched with 4-to-5 inches of base asphalt (BM-25). The cost of this option is \$6,100.

After discussion, the Board unanimously approved a contract with S. L. Williamson to repair Sylvan Lane and Turkey Trot Lane, Option 2, at a total cost of \$18,340. There is money in the 2021 Roads budget to do this.

**Special Events.** Diana said that the March social planned for March 20th has been cancelled due to the COVID-19 quarantine situation.

**Reserve Study.** Ed said he is waiting on inputs from committee members.

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## Old Business

**Entrance Island Repair.** Rodney said we had received payment from State Farm for the island repair. We will use the two contractors whose estimates were submitted to State Farm. He said He said the State Farm adjuster had assured him that they would cover additional costs, such as replacing the stone columns if they break during construction of the island. Rodney said the masonry contractor is scheduled to begin work on Monday, March 15th, depending on the weather. [Update: Work will begin March 22nd.] Diane said we need proof of insurance and a signed contract. Rodney said he would coordinate getting that and a signed estimate from the contractor. Rick said he would attend the masonry work to ensure that the contractor is aware of the low-level-light wiring that connects the island to the power supply. The wire goes under the pavement. He and Steve will coordinate between the masonry contractor and the company making the sign to ensure that the measurements are correct. Rodney said we need some signs advising motorists to be careful approaching the island during the construction work. The contractor said he will have to close off the outbound lane of Malvern Drive when he is using his crane to position the column. That means two-way traffic will be using the inbound lane on the mail shed side. Fred said he would make some signs.

**Spring Communicator.** Ed said he needs bios and other inputs by April 1st.

## New Business

**Book Exchange.** Diana said she wants to hold a Malvern Book Exchange where members could bring books that other members could take for free. She said we could set it up in the Activity Center or on the patio in good weather. People would bring whatever books they want to get rid of. At the end of the meet, they would take their leftover books with them. She said she would like to hold this event in May before the weather gets hot. She said she would first like to do a survey of members to see if there's any interest in doing this. Ed said he put the survey on the website and will put a link to it in the Spring Communicator. Fred will include a link to the survey in the next newsletter. We can also bring it up at the Annual Membership Meeting.

## Open Forum

**Mail Delivery.** Daniel Smith asked why the Post Office wouldn't deliver mail to homes in Malvern. He said he has had to go to the Post Office multiple times to pick up packages, and the clerks there told him that it was a Malvern policy to have mail delivered to the mailboxes at the entrance. Rodney said the mail shed has been there for many years and he didn't know why it was set up that way. Daniel said he would follow up with the Post Office. Fred advised him to talk to the Postmaster, rather than the mail clerks.

**Aggressive Dogs.** Daniel said his wife had been approached by mean dogs several times while walking with her child in a stroller. He asked what could be done about it. The Board advised that there is no leash law in Madison, but that Animal Control will come pick up stray dogs. Pepper spray can be used on loose dogs in the neighborhood if they become aggressive.

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**Vegetation Rules.** Daniel asked whether dead or dying trees and bushes can be removed. The Board advised that members are encouraged to remove sickly or dead trees in the interest of fire prevention. Daniel asked whether fruit trees are allowed. The Board said they are.

The meeting was adjourned at 9:10 p.m.

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