

# Malvern Club, Inc.

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## ANNUAL MEMBERSHIP MEETING April 24, 2021 Draft Minutes

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

**Sign-in:** Members signed in as they arrived, beginning at 9:00 a.m. Proxies were collected. Members were given ballots showing the number of votes they could cast in the Board of Directors election. Members who had paid for a pool key received a key.

### **Board Members Present**

President	Rodney Taylor
1 <sup>st</sup> VP & Secretary	Fred Bourque
2 <sup>nd</sup> VP	Grover Dean
Treasurer	Diana Wright
Director	Rick Collins
Director	Steve Langone

**Quorum Present:** Rodney announced that 66 lots were in attendance or represented by proxy, so the minimum 50-member quorum requirement was met. He called the meeting to order at 10:06 a.m. He welcomed the members present and explained how the meeting would be conducted. He asked any new members to introduce themselves. Brian and Barbara Kelly said they had purchased the house at 546 Malvern Drive. They have moved from Nashville.

### **Decisions & Actions**

1. The minutes of the October 17, 2020, Regular Membership Meeting were approved by a unanimous voice vote.
2. The Clubhouse telephone will be removed.
3. The Pool will be open Memorial Day Weekend and will remain open through Labor Day.
4. Tree trimming and mowing will be done along the roadways this summer.
5. Repairs to Sylvan Lane and Turkey Trot Lane will be done in the coming months.
6. The annual Yard Sale will be held on Saturday, October 2nd. Contact Ellie Tarbous to participate.
7. The Short-term Rentals Amendment voting will conclude on May 26th.
8. Directors were elected to fill three Board vacancies: Fred Bourque, Grover Dean, and Jay Graves.

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## Committee Reports

**Treasurer.** Diana reported that we had received a refund on our 2019 Federal tax return and that no tax was owed for 2020. She said we have a carryover of excess tax paid in prior years and would probably not have a tax bill for the next several years. She said she is not going to make the 2021 reserve deposit just yet. She is looking for a good CD rate, but there is not one available at this time. She will leave the reserve money in the checking account for now. She reported the following cash balances as of April 8, 2021:

Operating Funds Balance	\$190,199.18
Capital Reserve Funds Balance	\$112,327.48
Check/Savings Account Balance	\$302,526.66

**Architecture.** Fred said there had been 20 or so properties sold in the past year. He said quite a few new houses had been built, accessory buildings added, and modifications made to existing homes in that time. He said real estate values are increasing rapidly if Malvern sale prices are an indication. He reminded the members to coordinate with the Architecture Committee before starting a building project of any kind. He also reminded members who are planning to sell a property to coordinate with him, or have their realtor coordinate with him, to get a disclosure statement to provide to the buyer, as required by Virginia law.

**Clubhouse.** Steve reported that the snow shoveling of the Clubhouse patios and sidewalk is now being done by Malvern's landscaping contractor. He said he had replaced the wall heaters in the Activity Center and the Pool Restroom. He said there is over \$8,000 in the Clubhouse maintenance budget for 2021 and that less than \$1,000 has been spent so far this year. He said he is working up an estimate for adding central heat and air to the Activity Center. Rodney said that will be included in the 2022 proposed budget that the members will vote on in October. Diana explained the expense of the Clubhouse telephone. Fred said the Clubhouse guidelines say it is for emergency situations in the event that members don't have a cell phone with them. A motion to keep the phone failed on a voice vote. After discussion, a motion to remove the phone passed on a unanimous voice vote. Fred reminded people that he is the coordinator for Clubhouse reservations. Members in good standing may reserve the Clubhouse for up to a week at a time. They should call Fred. He also said the damage deposit had been increased to \$100. Rodney then discussed how we spend money, noting that our projected future budgets are outlined in the 5-year Plan and the Reserve Study, which are currently being adjusted based on the past year's expenses. He said he is coordinating with Malvern's insurance agent to establish updated replacement costs for all Malvern assets. This includes all of the structures we could have insured: the Dark Run culvert/bridge, the lake structures and dam, the Clubhouse and Annex, the Pool, the Mail Shed, etc.

**Pool.** Rodney said when the pool cover was removed in early April it was discovered that the Pool was empty. All of the water had leaked out over the winter. He said Payne Pools of Culpeper, who does our equipment repairs and water testing, came out and tested the water circulation system (pump, filter, valves, pipes, etc.) and found it to be undamaged and holding pressure. He said we were exploring options for proceeding. Fred said he was in consultation with Payne Pools and their plumbing contractor on options. He said he was confident we would

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be able to find and repair the damage and have the Pool open by Memorial Day Weekend, as scheduled.

**Lake.** Rick said that the north dock was inspected and that there is extensive corrosion of the piers that has compromised the structural support. He said cement would need to be poured into the piers to reinforce them. That work will be done soon. He said the parking area at the north dock is being improved to delineate parking spaces and install some kind of barrier to keep people from parking beyond the easement boundary. Rodney advised that Malvern doesn't own the land that the parking area is on. We have an easement that gives us access to the lake through the property. He said he will confer with the lot owners to get their permission to make the improvements. Bill Rowe inquired about the possibility of putting in another boat rack. Rodney said he would take that up with the lot owners. Rick said the Clubhouse dock was also inspected, and it will require some repairs this summer. He said the new dam siphon will be tested soon. Steve asked if the lake is stocked. Rick said we had put carp in a few years back to control the grass but haven't stocked it in years. Dave Kalish said there are 8-pound bass in the lake now.

**Grounds.** Rick reminded members that tree trimming along the roadways is a lot owner's responsibility. He asked that members trim their trees and bushes back 6 to 8 feet from the road pavement and 15 feet above the pavement. This is the clearance required for firetrucks and other large emergency vehicles. He said the association would do the trimming if members were unable to do it. Rick said Jason Woodward will do the trimming for the association this summer. Jason will also mow along the roadways, as needed. Debra Dean asked that we make sure Jason is licensed and insured. Rodney encouraged all members to mow along their road frontage so the association would not incur the cost. Diana asked that members blow the grass clippings onto their property and not leave them in the road, which causes a hazard for motorcyclists. Rick said he is still working with the Post Office to acquire two additional parcel boxes for the Mail Shed.

**Roads.** Grover reported on planned repairs to Sylvan Lane and Turkey Trot lane. He said that the ditches on either side of Sylvan Lane would be filled, where needed, resulting in a widening of the lane by several feet. He said a problem under a section of Turkey Trot would be excavated and the roadway will be rebuilt. Both projects will be completed as soon as the paving contractor can get us on their schedule. He reported that Mr. Chu, the paving contractor who reneged on his contract with us back in 2019, had repaid the \$1,330 down payment we had given him. This was the result of a court judgment, following a suit we brought against him. Rodney thanked Grover for the extra effort on this one.

**Social Events.** Diana said her committee is holding back on social activities until we can ensure a healthy environment for events. She said the Ladies Luncheons would continue as usual. Fred said the Men's Lunches have not been interrupted. He said the men get together for lunch at a nearby restaurant on the first Thursday of each month. Interested Malvern men may contact him for details and to get on the email list. Fred reminded the members that there is a Malvern Book Club that meets regularly on the first Wednesday of the month at the Clubhouse. Interested members may contact Nancy Johnson for details.

**Firewise.** Rodney said the Firewise program is ongoing. Currently, we are waiting on a response to our grant request. The grant money would be used for the community chipping project and a

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project to use the Liberty Lane pond as a dry hydrant for fire mitigation. He said the Malvern website has useful tips on fire prevention in and around your home. He said Susan Korfanty, our Firewise coordinator, has asked members to submit their activity logs to her. The logs can be found on the Firewise page of the Malvern website: [Firewise](#). He said information on the program is also frequently included in the Malvern News, the monthly newsletter sent via email to members who sign up. Members may get on the emailing list at [Malvern News](#).

**Yard Sale.** Ellie Tarbous said the community yard sale will be held on Saturday, October 2nd. She said we had 20 houses participate last year. This year she will try to use the Clubhouse lawn, as well.

**Trash Pickup.** Steve reported that he had contacted VDOT about the status of the Adopt-a-Highway program. He said they have not scheduled the restart of the program.

### **Board of Directors Election**

Rodney said there are three seats to be filled for 2-year terms that are expiring: Fred's, Grover's, and Doug Beaver's. Three members have agreed to serve if elected: Fred, Grover, and Jay Graves. He said other members may be nominated or may nominate themselves. Members may also vote for any member in good standing, whether nominated or not. The vote was then taken by secret written ballot.

### **Old Business**

**Short-term Rentals Amendment.** Rodney said that voting on the amendment to the Deed of Declaration (i.e., the covenants) began at the 2020 Annual Membership Meeting last June 27th. He said the State allows voting to continue for 11 months, so this vote will come to an end on May 26th. The amendment would prohibit members from renting their properties for a period of less than 30 days. He noted that the amendment would not limit longer-term rentals in any way. He said members who have not yet voted, and members who would like to change their vote, may cast their ballot by placing it in the dropbox at the Mail Shed. The dropbox is the black box attached to the side of the newspaper box.

**Late Fees.** Rodney reported that the late fee policy has been updated to clarify when late fees will be assessed on Malvern accounts that are in arrears. Basically, one late fee of \$30 will be assessed each year on a late payment. A dues payment is late if not received by April 1st or October 1st. Only one \$30 fee may be charged, even if two payments are late. Members may review the full [Financial Policy](#).

### **Election Results & 2021 Board Assignments**

Directors were elected to fill three Board vacancies: Fred Bourque, Grover Dean, and Jay Graves. Each term will run 24 months, ending after the 2023 Annual Membership Meeting.

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### **Meeting Adjourned at 11:48 a.m.**

The next membership meeting is the Regular Membership Meeting, October 16, 2021, at the Clubhouse.

### **Special Board Meeting**

Following the membership meeting, the Board met to elect officers and make committee assignments for 2021, as follows:

#### Officers

President	Rodney Taylor
1 <sup>st</sup> VP & Secretary	Fred Bourque
2 <sup>nd</sup> VP	Grover Dean
Treasurer	Diana Wright

#### Committees

Architecture	Fred Bourque (chair) Jay Graves
Clubhouse	Steve Langone (chair) Fred Bourque (reservations)
Pool	Fred Bourque
Lake & Grounds	Rick Collins
Roads	Grover Dean
Social Events	Diana Wright