



## Approved Minutes Malvern Club, Inc.

905 Malvern Drive  
Madison, VA 22727

<http://malvernofmadison.org/>

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Board of Directors Meeting, Thursday, March 10, 2022, at the Clubhouse, called to order at 7:01 p.m.

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

Members Present: Ceil Collins, Melody Langone, Ron Montgomery, Dave & Karrie Parker

### **Decisions & Actions**

The updated minutes of the February 10, 2022, Board meeting were approved unanimously.

An application for a solar system installation on the house on Lot 99, 125 Butter Churn Way, was approved unanimously.

The Board voted unanimously to accept new rates submitted by our landscaping contractor.

### **Meeting Highlights**

Annual dues for 2022 were due on March 1, 2022. Member accounts that have not been paid by March 31, 2022, will be assessed a \$30 late fee, in accordance with the Financial Policy. Members may pay the entire \$575 now or make a partial payment of \$325 now, with the balance of \$250 payable on September 1, 2022. To make a payment, write a check to Malvern Club, Inc., with the notation "2022 Dues." To ensure delivery by March 31<sup>st</sup>, place the check in an envelope addressed to "Treasurer." Place the envelope in the Dropbox, which is attached to the door of the Activity Center at the Clubhouse Complex. The Dropbox is labeled "Malvern Board." The Activity Center is the building on the left as you go up the steps to the Clubhouse.

The Annual Membership Meeting will be held at the Clubhouse on Saturday, April 30<sup>th</sup>. Member check-in and Pool Key pickup will be from 9:00 a.m. to 10:00 a.m. The meeting will be from 10:00 a.m. to noon. The agenda for this year's meeting includes status reports from the Board and an election of officers. There are four seats on the ballot this year. Stephen Langone will run for his seat again. We will need three new people to agree to serve on the Board for the next 2-year term. Any member who is interested in serving on the Board is asked to submit a brief bio to be included in the Spring Communicator. Members may email their bios to [Secretary@MalvernofMadison.org](mailto:Secretary@MalvernofMadison.org) by April 8<sup>th</sup>.

New furniture has been purchased for the Clubhouse living room.

The Pool will open on Friday, May 27<sup>th</sup>. A Pool Key may be purchased for \$20 at the Annual Membership Meeting on April 30<sup>th</sup> or at any Board meeting thereafter.

The Culpeper Soil and Water Conservation District is offering a reimbursement up to \$175 for a septic tank pump out. A flyer has been posted on the bulletin board at the Mail Shed.

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### **Committee Reports**

**Roads.** Grover reported on activity during the snow on Sunday, February 13<sup>th</sup>. He said snowfall began during the early morning hours and continued with flurries until mid-afternoon, with an accumulation of approximately 3/4 inch in the grassy areas. Neither roadway clearing/plowing nor the spreading of abrasives was necessary, as the falling snow melted on contact with the pavement. The only incident reported was a downed tree on Half Penny Lane blocking the road at Lot 120. The tree was removed by the Roads Committee and the owner of Lot 119.

Grover said the Roads Committee has begun examining pavement condition for cracks in anticipation of sealing these areas to prevent further deterioration of the pavement surface. Once examinations have been completed, an evaluation will be made to determine the priority order for repairs. He said, a bid proposal letter will then be drafted and sent to prospective bidders, with a return date of April 30, 2022. A review by the Board will be scheduled for the Board meeting on May 12, 2022.

Grover reported that the Roads Committee had inspected the pavement following construction of the house on Lot 79, 245 Windmill Lane, and that there was no evidence of damage. He said the committee recommended returning any monies held in escrow for the account. Fred reported that the sale had been completed this week. Diana reported that she had already sent a check for the full road damage deposit refund to Jefferson Home Builders.

**Architecture.** Fred presented an application for a solar system installation on the house on Lot 99, 125 Butter Churn Way. The solar panels will be installed on the roof of the house. Rodney asked about the color of the panels. Dave Parker, the lot owner, said they are solid black and would be installed on top of the dark roof shingles. Rodney noted that the Board would probably have no problem with a roof-mount system like this but that we would not be likely to approve a yard-mounted array. The application was approved unanimously.

**Pool.** Fred said the pool technicians will be out to set up the pool for the season the week of April 11<sup>th</sup>. He said he had checked the water and there is no leak. The water is black, though, as usual after the winter. Stephen asked if we had treated the pool over the winter months. Fred said he had not since the system is turned off and the water is not circulating. He said he had treated the pool with chlorine during the winter months several years ago, but it had no effect. Diana asked if the power outage had affected the pool. Fred said he didn't think so since the system has been turned off since Labor Day. He said he is going to buy new screens for the fence, as the ones we have are damaged. Fred said the plan is to open as usual on Friday, May 27<sup>th</sup>, and remain open through Labor Day.

**Lake.** Rick said he raked out the spillway entrance of leaf accumulation, as it was totally dry, the lake level being about 7 inches low. Evaporation seems to be greater than the input from the spring, which usually augments rainfall to maintain the normal lake level. Normal being just a shallow flow down the spillway. Despite the lack of significant rainfall, a small section of the siphon pipe that was installed 2 years ago is now visible, after what appears to be frost heaving. Rick said he'll probably need to bring in some soil to regrade and reseed that area. He said the location of the newly rediscovered "spring drain" at the toe of the Dam will be included in Dam documents for further reference. He noted that the approach to the Dam from the Clubhouse

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parking lot is rapidly eroding and recommended that we consider adding gravel to slow degradation of the path. There was no objection from the Board. Rick reported that there are several fallen trees around the Dam and the rear approach road that will need to be cut up.

**Grounds.** Rick said he will be installing additional lighting to the entrance island now that the weather is improving. He already has the necessary supplies. He said the planned roadside tree trimming has been completed but that we will need to address the issue of who is responsible for doing it with the membership.

**Clubhouse.** Stephen reported that the Clubhouse ladies had completed the purchase of the new living room furniture, which should be delivered on March 22nd. Diana said they purchased two large couches to replace the two remaining old couches. They also purchased a love seat and a large ottoman to go in the center of the room opposite the fireplace. Stephen said the total cost was under the \$2,000 approved by the Board. He said that, if we have money left over at the end of the year, he would like to replace the four old beds and mattresses. Stephen said he thought the crawl space might need some attention. He said the small utility room under the main bedroom is always a little damp. He asked whether the home inspection we had done in 2017 had included the crawl space. Fred said that it had and that the crawl space was dry at the time, which was during the summer. Stephen said that some of the downspouts are leaking. He will install some drain tiles to direct the water away from the house. He said that the “No Grilling” signs had been put up.

**Treasurer.** Diana said she will make the reserve deposit for 2021 this week. She provided the following cash balances as of March 10, 2022:

Operating Funds	\$184,083.31
<u>Reserve Funds</u>	<u>\$150,413.81</u>
Total Checking/Savings	\$334,497.12

Diana said there are three member accounts that are in arrears. She has sent notices to the lot owners that liens may be placed on their properties.

### Old Business

**Reserve Study.** Rodney said he had reviewed the draft update and that, overall, it looks good. He asked that the description of the North Dock be updated to include the pilings repair. Rick said he would do that. Rodney said the financials need to be tweaked. He said he would schedule a Reserve Study Committee meeting to finalize the document.

**Spring Communicator.** Rodney said that the Annual Membership Meeting will be held at the Clubhouse on Saturday, April 30<sup>th</sup>. Member check-in and Pool Key pickup will be from 9:00 a.m. to 10:00 a.m. The meeting will be from 10:00 a.m. to noon. He said the agenda for this year’s meeting will include status reports and an election of officers to serve the next 2-year term. He said there are four seats on the ballot this year. Stephen said he would run for his seat again. That means we need at least three new people to agree to serve on the Board. Rodney said Ed Johnson has agreed to prepare the Spring Communicator again, and Rodney thanked him for that. This edition of The Communicator will include the ballot for the Board of Directors election. Rodney said Ed has asked that all Board inputs be sent to him by Friday, April 8<sup>th</sup>. Fred

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added that bios of members seeking a Board seat for the next term must be submitted to Ed by that date also. He said members may send their bios to [Secretary@MalvernofMadison.org](mailto:Secretary@MalvernofMadison.org) and that he would get them to Ed.

**Goose Control at North Dock.** Rodney said he had some rope that could be used for a goose barrier along the shoreline at the dock. Rick said he and Dave Kalish would install it.

### **New Business**

**Landscape Contract Rates.** Rick said our landscape contractor MSL has submitted new rates for this year. He said the rates have increased 15% to 20%, reflecting increased costs for gasoline and equipment maintenance. He said this is the first increase for this service since 2016. The Board voted unanimously to accept the new rates.

**Clubhouse Parking Lot Bumpers.** Fred said several of the railroad ties used as parking bumpers on the median have deteriorated. He recommended replacing them with concrete barriers. Diana said we might use the same ones that we installed at the North Dock parking area. Fred said he didn't think they would hold the dirt back. He said he thought that we would need something square rather than triangular. Stephen offered to investigate what's available on the market and report back to the Board.

### **Open Forum**

**Pump-out Support.** Rick said the Culpeper Soil and Water Conservation District is offering a reimbursement up to \$175 for a septic tank pump out. Rick said flyers will be available at Board and membership meetings and that he would post one on the bulletin board at the Mail Shed.

**Yard Sale Sign.** Melody said the sign that is put up at the entrance advertising the annual Yard Sale has been hard to read. She asked whether we could have a professional sign made. Stephen offered to have a sign made for the Fall Yard Sale, which is scheduled for October 1<sup>st</sup>. He said the sign will be the kind that would permit changing the date each year.

The meeting was adjourned at 8:07 p.m.

Respectfully submitted:  
Fred Bourque