



## Approved Minutes Malvern Club, Inc.

905 Malvern Drive  
Madison, VA 22727

<http://malvernofmadison.org/>

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Board of Directors Meeting, July 14, 2022, Activity Center, called to order at 7:00 p.m.

Board Members Present: Fred Bourque, Chris Dickens, Donna Dyer, Jay Graves, Doug Kirby, Stephen Langone

Members Present: Rick Collins, Ed Johnson, Melody Langone, Ellie Tarbous, Dianna Wright

### Decisions & Actions

The minutes of the June 9, 2022, Board meeting were amended and approved unanimously.

An application to erect a storage shed on Lot 22 on Pine Court was approved.

The Finance Committee was dissolved.

### President's Remarks

Fred went over the current status of the 2022 Budget cost accounts and reviewed the July, August, and September tasks in the Malvern Board Calendar. He also went over the budget vs. actual projected Budget report.

### Committee Reports

**Treasurer.** Jay stated he and his wife have decided to place their home for sale in September and hoping to sell sometime after October 17, 2022. He will be stepping down as Treasurer at that time. Stephen Langone has agreed to take over as Treasurer at that time and will train with Jay between now and then. Jay moved that the Finance Committee be dissolved as he has everything in order. The motion was seconded and approved unanimously. He also stated that he had received the Common Interest Community Association certificate, which is valid through May 31, 2023. Jay also stated some of the delinquent accounts now have liens on them, which have to be renewed each year. Doug asked if there is a process in place for collecting on past-due accounts. Fred said that, per the By-Laws and the Financial Policy, delinquent notices will be sent to members who are behind on their dues payments in October. Jay provided the following cash balances as of July 12, 2022.

Operating Funds	\$167,937.50
Reserve Funds	\$187,191.25
Total Checking/Savings	\$355,128.75

**Architecture.** Fred presented an application submitted by William and Diana Elizabeth Stuart to erect a shed on Lot 22 on Pine Court. He said the Architecture Committee had reviewed the application and that it meets all of the requirements of the covenants. He said the committee recommends approval. The Board approved the application unanimously.

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**Clubhouse.** Stephen said the Clubhouse now has four new beds and a new refrigerator, at a cost of \$1,300 for the beds and \$805 for the refrigerator. He said there have been signs of mice inside the Clubhouse this month. He said the mitigations installed by the pest control contractor apparently keep the mice out but do not address mice that are already inside the building. He said the contract renewal is next month, and he requested that the automatic annual payment be cancelled. He said he would confer with the contractor about the rodent problem before deciding whether to renew the contract. Fred said the cabinets and drawers were all spring cleaned about 2 months ago and that the infestation is recent. Stephen said he would put out traps. There was also a report that there is a leak in the powder room toilet. Stephen said that he and Fred had both tested it and didn't see the leak. He said he will have a plumber look at it and that he may have to replace the wax ring or possibly the subfloor. Stephen reiterated his concerns about the front stone patio and walkway, which has shifted and poses a hazard. Fred said we will address that project in next year's budget proposal to the membership at the October membership meeting.

**Pool.** Fred stated that Stephen had received an estimate for replastering the pool and replacing the tile, the coping, and the concrete apron around the pool. This estimate was \$75,000, which is consistent with the estimate included in the draft Reserve Study last February. He said that this project is slated for 2024 but that, due to the many cracks in the concrete, he thinks the project should be done next year in time for pool opening on Memorial Day. He said he is seeking more estimates. He also said some of the equipment and piping also needs to be looked at, as well. He said the pump is new and the filter is just a cast iron container filled with sand, which was refilled with new sand 2 years ago. Neither should need to be replaced. He said he doesn't see a reason to replace the chlorinator, which is working fine and can be replaced at any time if it goes bad. He said he would like to install a second drain, which is required by code for new pools. He said our pool has a dead-man's switch, which is a pressure-activated pump shutoff that engages when the main drain is blocked. He said the switch works and satisfies the code requirement but that it's touchy and routinely cuts the pump off overnight. With a second drain, we wouldn't need the switch. He thought that new valves, pipes, and the second drain could cost about \$15,000. That would make the total cost to refurbish the pool approximately \$90,000. Fred said he hopes to have more estimates by the next Board meeting and that the cost will be included in the 2023 budget recommendation for the membership's consideration at the October meeting.

**Lake.** David Kalish was unable to attend this meeting but sent an email stating the two new solar pole lights have been installed at the Lake. They are 2-stage that activate on low beam for 4 hours when sun sets. They then go off but will turn on with motion sensors when cars, people, or animals trigger the sensor. They are 3,000 lumens on low; motion turns on the high beam at 10,000 lumens. The lake is up about 4 inches due to the recent rain but is still below normal.

**Grounds.** David's email stated the outdoor pole lamps for the Clubhouse driveway are in and will be installed Friday or Saturday. He hasn't heard back from Lee Highway with their estimate for landscaping. Greenscapes Nursery hasn't gotten back to him yet with their estimate. The geese rope barrier was installed and seems to be working. Fred said the rope is keeping the geese from coming up on shore but that the driveway is covered in goose droppings. He said the geese are landing in the vacant lot next to the dock road and walking onto the driveway. He said David is exploring other mitigations. The Oak Park verge tree clearing has been done. There were numerous old trees removed. Diana reported on the activity by the Malvern Gardeners. She said

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she has perennial plants for the entrance island and the two pots at the Mail Shed. She is waiting for the weather to cool down before planting.

**Roads.** Chris said that he inspected the roads using Grover Dean's project notebook as a guide and has found 8 or 9 spots that need to be fixed this year. Some of the old patches that were done several years back, prior to the 2020 paving, are coming undone. He said that the problem with these areas is due to having no base support for the asphalt. He said the roads need to be patched correctly or they will continue to deteriorate. He is going to schedule a meeting with the paving company that did the dock road repair earlier this year to see what the cost would be to repair these problem areas. Chris said the snow removal contract for this coming winter has not been completed or approved as of this meeting. Fred asked him to look at the rate sheet MSL gave us for landscaping earlier this year. He said he thought the plowing rate was included.

**Social Events.** Diana reported that the 4<sup>th</sup> of July Picnic this year went very well. Hamburgers, hot dogs, condiments, and chips were provided, and members supplied the salads, sides, and desserts. The committee was able to provide live entertainment. Merri Woodward's mom and stepdad performed traditional acoustic music with their trio, which was enjoyed by everyone. She said there were games, horseshoes, cornhole, and badminton. There were approximately 95 people in attendance, including many children of all ages. Stephen concurred that the event went very well and thanked all who helped. He said they went through over a hundred hamburgers and hot dogs, and the total cost for this event was under \$500. Diana said she is working on another social event scheduled for October 22nd. She is planning on doing a Chili Cookoff. More information is to come. Stephen suggested having a spaghetti dinner, preferably outdoors.

### **Old Business**

**Yard Sale.** Ellie stated there will be a Community Yard Sale on Saturday, October 1st. She will send information to Stephen to have signs made to advertise the event. Stephen said he will produce three signs, including two to be placed on Oak Park, facing in each direction, and one for the front entrance where we place our other signs next to the newspaper boxes.

**Board Computer.** Ed advised the Board last month that he had spent \$50 repairing the old computer the Board entrusted to him. The Board advised him that it has no use for it and that he could keep it and use it as he wishes. Ed stated it would still be available if anyone wants or needs it in the future.

### **New Business**

**2023 Budget.** This discussion was tabled until next month.

### **Open Forum**

**Clubhouse Cabinets.** Ellie requested new cabinets be purchased for the Clubhouse kitchen. Fred said he had wanted to do that when we renovated the Clubhouse in 2017, but that new cabinets and countertops would have run as high as \$20,000, more than his entire renovation budget. He said that a major expense like that would have to be budgeted and approved by the members. He said it would not be included in the 2023 budget recommendation but suggested that Ellie bring it up at the Regular Membership Meeting on October 15<sup>th</sup> to see if the members would want to

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consider that expense for a later year. Someone suggested repainting the cabinets, but Ellie said the doors have been repainted so many times they won't stay closed. Fred confirmed that. The Board suggested looking at replacing the cabinet doors with new ones, as the cabinet cases are solid wood and in good shape. Ellie also requested that the Clubhouse be deep cleaned at least twice a year. Fred said the Clubhouse is cleaned after each use and at least weekly. He said the windows are cleaned in the spring.

The meeting was adjourned at 9:02 p.m.

Respectfully submitted:

Donna Dyer

Secretary