



Draft Minutes
Malvern Club, Inc.

905 Malvern Drive
Madison, VA 22727

<http://malvernofmadison.org/>

Board of Directors Meeting, September 8, 2022, Activity Center, called to order at 7:00 p.m.

Board Members Present: Fred Bourque, Chris Dickens, Donna Dyer, Jay Graves, David Kalish, Stephen Langone

Members Present: Ed Johnson, Melody Langone, Pat Rowe, Ellie Tarbous

Decisions & Actions

Doug Kirby resigned from the Board effective immediately due to personal obligations. His seat will be filled via an election at the Regular Membership Meeting. The meeting will be held at the Clubhouse on Saturday, October 15, 2022, from 10:00 am - 12:00 pm. Any member in good standing wishing to run for the open seat may submit a short bio to be included in the Fall Communicator or simply announce their willingness to serve at the membership meeting. Also, at that meeting the 2023 Operations Budget will be presented for membership approval.

The minutes of the August 11, 2022, Board meeting were approved unanimously.

An application to add a roof over an existing dock on Lot 47 was approved.

The 2022 Reserve Study was accepted by the Board and will be posted on the Malvern website. The Reserve Study Committee was dissolved.

The Updated Five-Year Plan was approved.

The Draft 2023 Operations Budget was approved.

The annual Yard Sale will be held on Saturday, October 1, 2022. To participate, contact Ellie Tarbous at (540) 717-5711.

President's Remarks

Fred reviewed the status of the August, September, and October tasks in the Board Calendar. He thanked Ed Johnson for his leadership in developing the updated Reserve Study, Five-Year Plan, and Draft 2023 Operations Budget. He reminded the Board members that their input for the Fall Communicator needs to be given to Ed no later than September 20, 2022.

2023 Budget Discussion

The Board reviewed and unanimously approved the updated Five-Year Plan. It will be published on the website. The Board then reviewed and unanimously approved the Draft 2023 Operations Budget. The budget will be included in the Fall Communicator sent to all property owners in October and submitted to the membership for approval at the October 15th membership meeting.

Draft Minutes

Malvern Club, Inc.

Committee Reports

Treasurer. Stephen said he purchased the 2022 QuickBooks license. He said it has some useful functions that our old version doesn't have. Plus, it comes with support. He said it had to be set up with a phone number. He said he used his personal phone number and wanted that information documented so future Treasurers will know to change the number. Stephen provided the following account balances as of September 7, 2022:

Operating Funds	\$ 58,993.51
Savings	\$100,539.86
Reserve Funds	\$178,353.45
Total Checking/Savings	\$337,886.82

Architecture. Fred presented an application submitted by Dennis and Elsie Sweeney to add a roof over an existing dock on Lot 47, Ashlawn Drive. This roof will match the color of the roofs of two existing sheds on the lot. 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.

Lake. David reported that this week's 3 inches of rain had brought the water level up. The lake level has risen 22 inches since the leak was repaired. He said we now are only 4 inches below the average lake water level. He said he is preparing the documentation for the annual lake certification, which is due to be sent to Virginia DCR next month. Fred said the lake leak fix cost almost \$32,000. He said the money came from a combination of the Reserve Fund, Savings, and the Lake budget.

Grounds. David stated he has been staining the signposts at the entrance and the Clubhouse. He is painting crosswalk lines on the Clubhouse driveway. He hopes to have the rest of the work at the Clubhouse area finished this month. He said he had one signpost left to do, the repair and stain of the handrail to the pool room, and the Malvern sign at the Clubhouse. He said he is going to stain the Mail Shed walls and paint the ceiling before it starts collecting mold.

Roads. Chris reported that the contractor who submitted a bid to repair pavement cracks this year is not able to do the job. He said the company could not get people to work. Chris is looking for alternate vendors to repair 10 significant cracks this year. He said the snow removal contract for this coming winter has not been exercised yet.

Clubhouse. Stephen said that he and Dave are working on the downspouts and, so far, had buried two drain tile lines and added drains at the end of each. This is to keep water from running into the grass. He said the 2-year warranty for the HVAC will expire in October. He will be looking into getting a maintenance contract from the vendor who installed the system. He said the contract should cost around \$600 per year, which would be paid out of the Clubhouse budget. He said the smoke alarms will be checked this month. He said he is pricing replacing the battery-powered alarms with electrical ones. There was a small leak reported at the fireplace during a heavy rainstorm, but Stephen stated it's not leaking now, even after the latest rains. Fred said there are still mouse droppings in the Clubhouse. He said he is going to check into an ultrasonic device that is used for pest control.

Draft Minutes Malvern Club, Inc.

Pool. Fred said that the pool was closed at the end of the evening of Labor Day and will remain closed until Memorial Day next May. He said the pool company we use will come out the week of September 12th to close up the lines and place the cover on. He said the plan is to renovate the pool in 2024 using funds in the Reserve Account. He said renovations would include a second drain, replastering, tile, coping, new ladders and handrails, a new concrete apron, and a drain on the concrete apron at the shallow end to prevent puddling near the pool stairs. He said we had received one estimate from a local contractor and has asked our regular pool company to submit an estimate for comparison. He said we will solicit more estimates and final bids before a contractor is selected in 2024.

Social Events. Fred he would follow up with Diana Wright about the Chili Cookoff planned for October 22nd.

Old Business

Yard Sale. Ellie said the Community Yard Sale schedule for October 1, 2022, will happen. She said she had received several responses from members who want to participate. Stephen has done the signs, and Ellie said they look “gorgeous!”

New Business

Lake Committee. David recommended creating a new Lake Committee, separate from the Building & Grounds Committee. He said he is separating the Lake work from the Building & Grounds work and keeping the paperwork (bids, contracts, invoices) in separate folders to facilitate the separation into two committees. He is hoping to get other members to take on either the Lake work or the Building & Grounds work. He asked for volunteers for a committee chair and committee members. There was no action taken.

Open Forum

Clubhouse Mattress. Ellie expressed some concerns about the queen mattress being too soft. Fred said the mattress is fairly new, less than 5 years old. He thought that maybe plywood under the mattress would help. No action was taken.

Lawn Maintenance. Ellie asked if anything could be done about homeowners not mowing their lawns. Fred stated that lawncare is not addressed in the covenants. He said there is a prohibition about junk cars and appliances but nothing about lawns. He said Virginia code assures property owners of “free use” of their property, which the Board takes to mean a lot owner can let their property revert to a natural state if they wish. He said we have some properties in Malvern that appear to be doing that. He said the only exception to the code is when a municipality or property owners association has express rules regarding lawn care. He said the Board had looked into this last year and found no such rules in our covenants. He recommended that Ellie bring this issue up at the October 15th Regular Membership Meeting to see whether the members would be interested in adding a covenant about lawn maintenance. He said it would take a vote of 2/3^{rds} of all lot owners, or a total of 156 votes out of 234 lots, to amend the Deed of Dedication. He said the process would be the one we followed for the failed Short-term Rentals amendment. No action was taken.

Draft Minutes
Malvern Club, Inc.

Pool Shower. Ellie asked whether a shower could be added in the pool area. Fred said he would look into the cost of installing an outside shower. He said he would also like to install a faucet on the pool house wall on the pool side to facilitate power washing of the concrete apron. He said there are faucets there, but they are not functional. As of now, we have to stretch rubber hoses from the Annex all the way to the far end of the pool. He said these new features would not be part of the pool renovation contract but might be possible sooner. He said we could bring up the pool shower idea with the members at the October 15th meeting.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted:
Donna Dyer
Secretary