



**Approved Minutes  
Malvern Club, Inc.**

905 Malvern Drive  
Madison, VA 22727

<http://malvernofmadison.org/>

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Board of Directors Meeting, October 13, 2022, Activity Center, called to order at 7:00 p.m.

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

Members Present: Christine Dickens, Ed Johnson, Melody Langone, Pat Rowe, Ellie Tarbous, Diana Wright

**Decisions & Actions**

The minutes of the September 8, 2022, Board meeting were approved unanimously.

The 2022 Regular Membership Meeting will be held at the Clubhouse on Saturday, October 15, 2022, from 10:00 am - 12:00 pm. Two seats for Board Members will be filled via an election at the meeting. Any member in good standing wishing to run for the open seat may do so at this meeting. Also, at that meeting the 2023 Operations Budget will be presented for membership approval.

A Chili Cookoff Picnic is scheduled for Saturday, October 22<sup>nd</sup>, at the Clubhouse, from 11:30 a.m. to 2:00 p.m.

**President's Remarks**

Fred reviewed the status of the September, October, and November tasks in the Board Calendar. He also went over the 2022 Budget with regards to actual and committed expenses to date vs. estimated remaining budget for each operating line item. He said it looks like we will be able to complete all of the planned tasks within the approved Budget this year, but we will have to be prudent in what we spend. He said that any projects we were contemplating for this year will have to wait until 2023.

**Committee Reports**

**Treasurer.** Stephen stated we currently have two \$100,000 CDs earning 3% interest. One is in our Savings account. The other is in the Reserve Funds. Account. The CDs will both mature in October 2023. He also stated there are six residents behind in their dues. The collection procedure outlined in the Financial Policy will be enforced beginning the middle of October. He said the Madison County Tenant Occupancy tax must now be paid online at an estimated cost of \$39 or less each month. This is the county tax we pay on the \$70 Clubhouse use fee for overnight stays. Stephen provided the following account balances as of October 9, 2022:

Operating Funds	\$ 61,008.75
Savings	\$100,257.89
Reserve Funds	\$181,128.63
Total Checking/Savings	\$342,395.27

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**Architecture.** Fred said there were no applications submitted this month.

**Lake.** David reported that the lake is now only 2.5 inches below the average lake water level. He said he prepared the documentation for the annual lake certification and submitted the report to Virginia DCR. He said the annual siphon test would be done this 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. The accrued interest on the two CDs, totaling \$20,000, was withdrawn to help pay for the lake repair.

**Grounds.** David stated he has been working on trimming tree limbs and spraying and cleaning the road frontage. He said this is an ongoing project that we will need to continue in order to keep the roadways clear of encroaching grass and overhanging limbs. Bush hogging has been completed for 2022. He said there is one mowing left on this year's mowing contract. He is currently soliciting bids for a contract for next year. He has two estimates so far and is talking to other contractors.

**Roads.** Chris reported that the patch and repair work has been completed for the year. The roads that were repaired are Ashlawn Drive, Windmill Lane, Carriage Lane, Surrey Court, Aroda Road, Powderhorn Lane, Bee Gum Way, and Pine Court. Chris reported that David Hoffman, an excavating contractor who has done work for us before, had cleared the mud and debris from the cul-de-sac on Chestnut Rail at a cost of \$850. Mr. Hoffman is now working with the lot owner to repair the driveway that caused the mud runoff. Chris presented MSL's new rates for the snow removal contract for this coming winter, noting that they are a bit higher than last year's rates due to an increase in gasoline prices. The Board agreed with the new rates. Fred noted that they had not provided an hourly rate for using a skid loader or tractor in the event the snow is excessive and they need to pile it, or a rate for removing snow from the walkway to the Clubhouse and the Mail Shed area. Fred asked Chris to go back to MSL for those rates. He said we need to get the contract executed before the first snow this year. He said we would do an email vote on the updated rates when we receive them, rather than wait for the November Board meeting.

**Clubhouse.** Stephen said the HVAC warranty is expiring this month and that he is getting a price for a new maintenance contract from the company that installed the new equipment. He said that he and David are working on the downspouts and, so far, had buried two drain tile lines and added drains at the end of each. He said they have four more to do. This is to keep water coming off the roof from running into the grass. Stephen said the cost of materials for the five downspouts would be \$130. He said the smoke alarms have been checked this month. He said he is pricing replacing the battery-powered alarms with electrical ones. There have been no complaints from members this month about mice droppings. Fred said there has been some evidence of mice in the kitchen drawers. Stephen said he is currently looking at other pest control companies.

**Social Events.** Diana said the Chili Cookoff Picnic is still planned for October 22<sup>nd</sup> at the Clubhouse, from 11:30 a.m. to 2:00 p.m. She said has purchased the supplies needed for this event. The Christmas gathering has also been scheduled for December 10<sup>th</sup>. Decorations will go up between December 1<sup>st</sup> and December 8<sup>th</sup>.

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**Pool.** Fred 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 pool 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. He said he didn't know if there would be enough money set aside to replace the fence at that time but that it would make sense to do it when we redo the apron so we can bury the fence posts in the concrete. He said the Board would discuss the options for fencing with the membership at the 2023 Regular Membership Meeting in October 2023.

### **Old Business**

**Yard Sale.** Ellie said the Community Yard Sale scheduled for October 1<sup>st</sup> had to be postponed because of bad weather. She said it was held on Saturday, October 8<sup>th</sup>. She said there were 13 participants this year.

### **New Business**

**Clubhouse Parking Lot.** Fred said the railroad ties are rotting and the Board has been looking at other alternatives. He said we would like to pour concrete curbing but that it might be too expensive. He said the Board is getting estimates for installing a concrete sidewalk from the driveway to the pool restroom and beyond to the walkway behind the Annex. This would give us a gentle ramp to the Clubhouse for easy wheelchair access, allowing us to remove the current wooden ramp on the Clubhouse patio. He said these two projects would be done next Spring when we refurbish the patio, using funds in the Reserve Account.

**Christmas Decorations at Front Entrance.** There was some discussion of alternative decorations (e.g., twinkling lights, wreaths, garlands) and locations. This question will be brought up at the Saturday meeting to see what members would like to see at the entrance.

### **Open Forum**

**Clubhouse Door.** Ellie offered to paint the Clubhouse door. No action was taken.

**Restroom Renovations.** Ellie asked that the Clubhouse restrooms be updated with new fixtures, lighting, etc. No action was taken.

**Thank You.** Melody thanked David for cleaning all the brush off the road frontage.

The meeting was adjourned at 8:32 p.m.

Respectfully submitted:  
Donna Dyer  
Secretary