



**Malvern Club, Inc.**  
905 Malvern Drive  
Madison, VA 22727  
<http://malvernofmadison.org/>

---

**APPROVED MINUTES**  
**ANNUAL MEMBERSHIP MEETING**  
**April 30, 2022**

**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
Treasurer	Diana Wright
Director	Rick Collins
Director	Jay Graves
Director	Steve Langone

**Quorum Present:** Rodney announced that 76 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.

**Decisions & Actions**

1. The amended minutes of the October 16, 2021, Regular Membership Meeting were approved by a unanimous voice vote.
2. The Pool will open on Friday, May 20<sup>th</sup>, subject to water condition and weather. It will remain open through Labor Day.
3. Mowing will be done along the roadways this summer.
4. The annual Yard Sale will be held on Saturday, October 1<sup>st</sup>. Contact Ellie Tarbous to participate.
5. The following Board directors and their offices were made at a Special Board Meeting following the membership meeting:

Fred Bourque: President  
Steve Langone: 1<sup>st</sup> Vice President  
Chris Dickens: 2<sup>nd</sup> Vice President

Jay Graves: Treasurer  
Donna Dyer: Secretary  
David Kalish: Director

# Approved Minutes Malvern Club, Inc.

---

## President's Remarks

Rodney welcomed the members present and explained how the meeting would be conducted. He then acknowledged the passing of two of our recent Board members. Doug Beaver joined the Board in 2019 and served on the Architecture Committee for 1 year. He passed away recently from a sudden heart attack. He is survived by his wife Carol, who is a member of the Malvern community. Grover Dean and his wife Debra were two of the longest-tenured members of the community, having built their house on Ashlawn in 1980. Together they were responsible for beautifying the entrance area, including the Malvern sign and the flower beds around the mail shed. Grover joined the Board in 2019 and chaired the Roads Committee. He was responsible for the 2020 paving project and planning for future paving projects, as well as the yearly patching projects to repair potholes and sinkholes. At the time of his passing, Grover was serving as 2<sup>nd</sup> Vice President. Rodney asked for a moment of silence to remember these community leaders.

## Committee Reports

**Treasurer.** Diana reported the following year-end cash balances as of December 31, 2021:

Operating Funds Balance	\$148,641.04
Capital Reserve Funds Balance	\$150,143.86
Check/Savings Account Balance	\$298,784.90

**Architecture.** Fred reminded the members to coordinate with the Architecture Committee before starting a building project of any kind.

**Clubhouse.** Steve said that the bluestone patio at the front of the Clubhouse is in need of repair or replacement. He said some of the stones are starting to shift. He said he had received a quote from a local stone mason for \$28,000. He said the Board will address this requirement and decide how to budget for it in a future year. He also said he would get some more quotes, possibly for other solutions. Fred reminded people that he is the coordinator for Clubhouse and Activity Center reservations.

**Pool.** Fred said the pool technicians had opened the Pool on April 16<sup>th</sup> and that it is looking good. He said the testing has gone well and, if it continues to improve, we will be able to open the Pool for swimming on Friday, May 20<sup>th</sup>. This would be subject to the water condition at the time, the weather forecast, and nothing unexpected happening with the Pool between now and then. He said he and Steve had found a replacement product for the damaged privacy screens. These are hard plastic slats that fit into the chain link diamonds in such a way as to provide both privacy and ventilation. Fred said pool keys are now available and that last year's keys will no longer open the locks. He said members could contact him to get a key.

**Lake.** Rick said the lake is looking good, but the level is low because we've had no rain. He said the Certificate of Inspection from the State should be coming soon; all the paperwork is done. He discussed the North Dock improvements, including the concrete reinforcement of the piling tubes, the cement added to the boat ramp, and the creation of delineated parking spots with

## Approved Minutes Malvern Club, Inc.

---

concrete bumpers. Rick said the committee plans to add a rope barrier along the shoreline to keep the geese from coming up onto land there. He said members who want to fish along the shoreline, put a boat in, or otherwise use the shoreline, could take the rope down, then put it back up when they leave. Rick said the smaller Clubhouse dock will need similar repairs this year. That is, the piling tubes will need to be filled with cement, and the dock will need new decking. Rodney added that members who would like to help with the dock repair should contact the Board.

**Grounds.** Rick said he had installed extra lighting on one side of the entrance sign. He has one additional light to install on the other side. He said this should make the sign easier to see and read after dark. Rick said the tree trimming along the roadsides had been more expensive than we had planned. He said we received several bids from contractors, one of whom is an arborist, whose bid was more than we had budgeted. Our landscaping contractor agreed to do it for their hourly rate, which wound up being about half what the arborist wanted. Still, he said, next time we do this we should probably go with an arborist, who would do a more thorough job. To help hold down the expense to the association, he encouraged members to maintain the trees near the roads on their own lots and mow the verge along their property. He said the severe winter storm we experienced left many downed trees, some of which extended into and even blocked some roads. He reminded members that Malvern doesn't pick up fallen trees after a storm. Some Malvern Board members did assist residents clear their roads after the storm, but they were acting as neighbors. Each member's lot extends to the center of the roadway, and members are responsible for keeping the roads abutting their property clear of debris, including trees, in accordance with our Lot Maintenance Policy. Rodney added that the snow removal required during the recent storms had exceeded our budget, which is \$6,000 for the entire year. He said we are way over on that line item already.

**Roads.** Fred reported that Grover and Don Nicholson had gone around and marked pavement with orange paint where grass is coming up through the cracks or the pavement needs attention. He said Grover was a meticulous documenter so whoever replaces him as Roads Committee Chair will have a good analysis and plan to start with. He said, though, that we might not be able to get around to every spot this summer or be able to contract with a paving company to do the repairs until later this year. Diana said members can fix some of those problems themselves. Fred said he had used a cold patch treatment to fill potholes on his road and that it holds up pretty well. Diana said tree roots near a road are a particular problem.

**Social Events.** Diana asked whether the members would like to have a July 4<sup>th</sup> party/picnic at the Clubhouse. As many members said yes, Diana said she would work on that and a Fall event. She said she had reserved James Tamelcoff to provide the entertainment again at this year's Christmas Holiday Potluck Social at the Clubhouse on December 10<sup>th</sup>. She said he performed at last year's event and was very well received.

**Yard Sale.** Fred said the community yard sale will be held on Saturday, October 1<sup>st</sup>. He said we had 19 houses participate last year. He said to contact Ellie Tarbous to participate.

# Approved Minutes Malvern Club, Inc.

---

## Board of Directors Election

Rodney said there were five seats to be filled. He said that he, Diana, and Rick have all served three consecutive terms, which is the limit per our By-Laws. One seat is currently held by Stephen Langone, who is running again. The final seat is for 1-year term to complete Grover's term. He said members may be nominated or may nominate themselves. Members may also vote for any member in good standing, whether nominated or not. Fred said the Board Nominating Committee had nominated four members that had agreed to serve, if elected. They are as follows:

Lori Bartzak (2-year term)  
Chris Dickens (2-year term)  
Donna Dyer (2-year term)  
David Kalish (1-year term)

Fred introduced the candidates who were present. There were no other nominations offered from the floor. Bud Kreh moved to close the nominations. The motion was seconded and passed on a unanimous voice vote. The vote was then taken by secret written ballot.

## Old Business

**Dropbox Moved.** Rodney reported that the Malvern Board Dropbox had been moved from the mail area to the Clubhouse Complex. He said it is now installed in the door to the Activity Center. He said members may deposit messages or mail addressed to the Board, as well as Clubhouse reservation forms, deposit and use fee checks (no cash), dues payment checks (no cash), and anything else intended for the Board or a Board member.

**Reserve Study Update.** Rodney said the "Reserve Study" has been updated. He said the last update was in 2019 and some things have happened in the last 3 years that needed to be incorporated into the analysis. He said the document is the long-range projection of the life expectancy of our assets and the estimates of the cost to repair or replace them. The study extends 30 years into the future. He thanked Ed Johnson for coordinating and publishing the document. Ed said the document will be available on the Malvern website shortly.

**Five Year Plan.** Rodney presented an overview of the revised "Five Year Plan," which is a summary of the estimated expenses over the next 5 years. The plan coordinates with the Reserve Study with a shorter timeframe. Ed said the "Five Year Plan" will be available on the Malvern website.

## New Business

**Free Wood.** Pat Kaplon said, for fallen trees after a storm, maybe we could get people to come chop them up for the wood. Other people mentioned certain church groups that would do that and give the wood to the needy. No action was taken.

## **Approved Minutes Malvern Club, Inc.**

---

**Parkers.** Doug and Shelley Kirby reported that they had seen cars parked after dark in their cul-de-sac on Powderhorn. They said the activity looked suspicious. Donna Dyer said they, too, live on a cul-de-sac. She said when that happens, they turn on the floodlights; and that gets rid of them. Fred cautioned people about approaching unknown vehicles. He said, when he sees them, like at the Clubhouse parking lot, he calls the Sheriff. He said any member can report suspicious activity to the Sheriff's Office and they will come out, usually quickly, and investigate. No action was taken.

**Snow Removal Performance.** Ellie Montgomery commended the snow removal company for their good job during the storms. Rick said our contractor MSL does a good job on that.

**Thank-yous.** Rodney thanked the members for letting him participate on the Board these past 6 years. He said it had been rewarding and a pleasure to serve. He commended all of the Board members for their hard work and said he was proud of the accomplishments of this Board. Rick thanked Rodney for his leadership during his time as President. Members expressed their appreciation.

### **Open Forum**

No items.

### **Election Results & 2022 Board Assignments**

Directors were elected to fill five Board vacancies: Lori Bartzak, Chris Dickens, Donna Dyer, David Kalish, and Stephen Langone all received 55 votes each and were elected unanimously. David's term will run 12 months, ending after the 2023 Annual Membership Meeting. The other four terms will run 24 months, ending after the 2024 Annual Membership Meeting.

### **Meeting Adjourned at 11:39 a.m.**

The next membership meeting is the Regular Membership Meeting, October 15, 2022, at the Clubhouse.

Respectfully submitted:  
Fred Bourque  
Secretary

# Approved Minutes Malvern Club, Inc.

---

## **Special Board Meeting**

Following the membership meeting, Lori Bartzak notified the Board that she would be unable to serve at this time. Per the corporation's By-Laws, the Board will appoint a member to fill the vacancy. The appointment will be formally made at the May 12<sup>th</sup> Board Meeting. The new director will fill the seat until the 2022 Regular Membership Meeting on October 15, 2022. At that meeting, a member will be elected to serve out the remainder of the term.

The Board elected officers and made committee assignments for 2022, as follows:

### **Officers & Directors**

President	Fred Bourque
1 <sup>st</sup> VP	Steve Langone
2 <sup>nd</sup> VP	Chris Dickens
Treasurer	Jay Graves
Secretary	Donna Dyer
Director	David Kalish
Director	Vacant

### **Committees**

Architecture	Fred Bourque (chair) Jay Graves
Clubhouse	Steve Langone (chair) Fred Bourque (reservations)
Lake & Grounds	David Kalish
Pool	Fred Bourque
Roads	Chris Dickens