



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

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Board of Directors Meeting, March 9, 2023, Activity Center, called to order at 7:03 p.m.

Board Members Present: Fred Bourque, David Kalish, Stephen Langone, Pat Rowe

Members Present: Melody Langone, Diana Elizabeth McKenzie Stuart, Ellie Tarbous

**Decisions & Actions**

The minutes of the February 9 ,2023, Board meeting were approved unanimously.

Construction applications for Lots 225 and 122 for accessory buildings were approved.

An election for four seats on the Board of Directors will be held at the April 29<sup>th</sup> Annual Membership Meeting.

The pool is being renovated. See discussion below under "New Business."

**President's Remarks**

Fred reviewed the status of the tasks in the Board Calendar. He noted that all of the February tasks had been completed.

**Committee Reports**

**Treasurer.** Stephen provided the following account balances as of March 6, 2023:

Operating Funds	\$ 77,427.10
Savings	\$100,754.46
<u>Reserve Funds</u>	<u>\$214,566.35</u>
Total Checking/Savings	\$392,747.91

Stephen said that he mailed the 2022 Federal and State tax returns. He said we owed no Virginia or Federal tax this year and that we would be receiving a \$1,400 refund from the IRS. He said the QuickBooks historical audit would be conducted in April. He said that liens will be placed on two properties with outstanding dues balances that over a year old, unless payment is received by March 31<sup>st</sup>.

**Buildings.** David said he has enough shingles to do one side of the Mail Shed roof. He said it will cost about \$500 for shingles for the other side and that Rob Owens will help him install them this Spring. He said he is waiting on proposals for the concrete projects at the Clubhouse. These are for the sidewalk to the Pool Restroom and for the front patio replacement. Fred advised that we'll present options for the front patio replacement project to the members at the April 29<sup>th</sup> Annual Membership Meeting.

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**Lake.** David said the lake level is normal and the spillway is working normally.

**Grounds.** David said the cost of the tree removal on Chestnut Rail Lane was charged to the Roads budget since it involved maintenance of the Malvern easement. He planted some flowers in the Clubhouse driveway median. He said he purchased a load of playground mulch for \$1,075.86; a contractor spread the mulch and power washed the playground equipment at a cost of \$400. David said letters will go out this month to four vacant lot owners about bush-hogging their lots this summer.

**Clubhouse.** Stephen said he purchased two coffee tables and four side tables for the Living Room at a cost of \$589.66. He said he had the heating element repaired at a cost of \$610.

**Architecture.** Fred presented an application from Jesse Brown for additions to Lot 225 on Old Forge Way. The work is to add a deck on the back of the house, install a 3-board fence around the property, install a fence around the garden, and install a playground on the lot. The committee recommended that the application be approved, with the proviso that the fence not be placed on the Malvern easement, which extends 25 feet from the center of Old Forge, and that the fence along the sides and back not be placed closer than 10 feet from the boundary lines. The application was approved unanimously with that proviso. The second application is from Karl Bracqbién for additions to Lot 122 on Bee Gum Way. The work is to add a concrete pad next to the existing workshop and to place a gazebo/pavilion and a greenhouse on the pad. The application was approved unanimously.

**Social Events.** Fred asked the committee to start working on planning for the July 4<sup>th</sup> picnic.

### **Old Business**

**Board Election.** Fred reported that Donna Dyer has decided to resign from the Board after the April 29<sup>th</sup> Annual Membership Meeting. He said we'll have four seats to fill at that meeting. Pat and David confirmed that they would be seeking re-election, so there will be two other seats to be filled by new members. He said the Board had received nominations from Ellie Tarbous and Lee Monaco. He reminded members that any member in good standing may nominate themselves. Any member interested in serving on the Board is encouraged to submit a short bio to introduce themselves and describe their qualifications and experience. A bio may be sent to [malvernHOA@malvernofmadison.org](mailto:malvernHOA@malvernofmadison.org). Bios received by April 1<sup>st</sup> will be included in the Spring Communicator mailed to all members.

### **New Business**

**Pool Renovations.** Fred said that he had inspected the pool in February and found that the water level was 2 feet low. He said we had a leak similar to the one we had in 2021. He said the cost to repair the leak would be on the order of \$8,000. He said there is \$75,000 set aside in the Reserve Fund to renovate the pool in 2024. Rather than fix the leak, the Board sought bids from local contractors to renovate the pool now. He said Cornerstone Foundations Construction committed to completing the work by Memorial Day Weekend if they could start by March 1<sup>st</sup>. Other

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companies contacted were not able to do the work until the Fall and at a much higher price. Fred said the Board conducted an email discussion and voted unanimously to contract with Cornerstone to replaster the pool, install two drains in the deep end, replace the tile and coping, and replace the concrete decking around the pool. He said the cost of replacing the fence around the pool and the upper deck, and replacing the two gates, was not included in the contract. He said those improvements would be contracted for separately and paid for out of Operating funds. A motion to approve the Cornerstone contract was seconded and approved unanimously.

The meeting was adjourned at 8:45 p.m.

Respectfully submitted:

Pat Rowe for Donna Dyer