

The Malvern Communicator

April 2023

PRESIDENT'S REPORT – FRED BOURQUE



Spring has sprung, and I know you're all enjoying the gentle rains and new flowers. After a warmer than usual Winter, with no snow to speak of, I'm feeling lucky. You may have noticed that we have a new pool.

We'll talk about that below, but the summer is looking good, swim wise.

If you can, please attend the Annual Membership Meeting on Saturday morning, April 29th. We'll gather at the Clubhouse starting at 9 o'clock for check-in and pool key pickup. The meeting will start at 10:00. At this meeting you'll be asked to elect four directors to the Board. My seat will be available, and I'm confident you'll fill it with someone amazing. You'll see on this page the four members whom the Board has nominated, but feel free to nominate yourself or another member in good standing. It's my belief that every member of our community is richly qualified to serve on our Board. You just need to want to. I also regard it as a civic duty, so, if you can, please try to serve a term. It's only for 2 years, and it's a rewarding experience.

(Continued on page 5)

Malvern 2022-2023 Board members:

Fred Bourque: President
Steve Langone: 1st VP, Treasurer
Chris Dickens: 2nd VP, Roads
Donna Dyer: Secretary
Dave Kalish: Director, Lake & Grounds
Diana Wright: Director, Social Events
Pat Rowe: Director
Steve Langone: Clubhouse
Fred Bourque Architecture, Pool

Fred has freely given his time and expertise to manage the needs of the community for the past 6 years. Donna helped with management this past year. Now there's a need for 4 new members to do the same. Both Dave and Pat have graciously agreed to continue their service if reelected. Please consider volunteering to become a director to continue the long tradition of residents managing the needs of the Community.



Annual Meeting April 29, 2023

ANNUAL MEMBERSHIP MEETING

Where: Malvern Clubhouse
Date: Saturday, April 29, 2023
Sign in: 9:00 until 10:00 a.m.
Meeting: 10:00 a.m.
Agenda: 1) Approval of 10/15/2022 Regular Meeting Minutes;
2) election of new directors;
3) Reports
4) Other business of the Association

BOARD MEMBER CANDIDATES:

Each director serves a 2-year term. This year, 4 of the 7 director positions are open. Candidates to fill these positions as of the date of publication are:

1. Pat Rowe
2. David Kalish
3. Ellie Tarbous
4. Diana Elizabeth MacKenzie Stuart

Members who have paid for a pool key with their dues payment may pick the key up prior to the start of the meeting. The cost of the key is \$20 for those members wishing to purchase a key for their family. Only members who have purchased a key and their accompanied guests may use the pool.

Can't attend the meeting? Please grant your proxy to another member – see page 7 for the Proxy Form and additional details.

CANDIDATES FOR DIRECTORS

ELLIE TARBOUS

Hi. I live at 32 Old Forge Way. I am interested in being a board member. My main interest is working on the clubhouse. I have been on the clubhouse decorating committee where a few of us picked out all the new furniture for the living room areas. As a member, I will continue to beautify our clubhouse and keep it modern and updated as much as will be affordable in the budget. My background is I am a retired Registered Nurse and worked on several committees in my nursing career. I had been very active in my church in NY which included being in charge of the social committee where we planned all the church social events. I am married to my second husband. Together we have two daughters and three sons, two grandsons and two granddaughters with one grandson in the makings. I will do my best to hear all your suggestions and working with members of this beautiful community we live in.

DIANA ELIZABETH MACKENZIE STUART

My husband Bill and I are recent arrivals to Malvern. Last year we built our house at 85 Pine Court and have lived here with our two dogs since last May. Bill and I have lived all over the world. We are happy to have finally settled here in Malvern.

I have a bachelor's degree from Northern Kentucky University, and I work full time as an Administrative Specialist. I am also an Emergency Medical Technician (EMT-B). I'm a member of the Prince William County Citizen Police Academy Alumni Association. I am involved with the Safety Seat program for infants and children, and I help with the Prescription-Take-Back program. I am a lifetime member of the Manassas Presbyterian Church.

I was on my former homeowner's association board for 2 years before moving to Madison. I have been attending the Malvern Board meetings this past year and would be happy to serve on the Board and contribute where I can.

SPEED LIMIT AND STOP SIGNS

The posted speed limit and stop signs are not meant as either an annoyance or a suggestion. Nope, safety of you, your family members, guests, and others in the community are their purpose.



If you're concerned about speeding in Malvern, please review the history of our attempts to address this issue. Read about Malvern Traffic Issues here:

<https://malvernofmadison.org/DocForm/TrafficSummary.pdf>

This excellent article is an exhaustive review of the things we've done to persuade people to slow down. If you can think of any things we haven't tried, please bring them up at the meeting.

CLUBHOUSE RESERVATIONS – FRED BOURQUE

2022 was a very good year for the Clubhouse. After the COVID-19 scare, when we had only 34 reserved days in 2020 and just 52 in 2021, we bounced back last year with 91 days. I was hoping for 100. We would have made it, but we had some last-minute cancellations. I'm going for 100 again this year. I'm happy to see members using the Clubhouse, especially with the new living room furniture (thank you, ladies) and the big TV. We also have four new single-bed mattresses, and we're working on replacing the queen mattress with one that's more to some people's liking. To reserve the Clubhouse for your function or guests, contact the Clubhouse Reservations Coordinator, which right now is me. If you're thinking of using it on a summer weekend, I'd say hurry. They'll be going fast soon.

One last reminder. The Clubhouse may be reserved for a use fee by members in good standing for the use of their families and guests. It may not be reserved for commercial or business use.

Check this link to learn more about the Clubhouse:
<https://malvernofmadison.org/info-clubhouse.php>

LAKE AND GROUNDS – DAVID KALISH

The Lake has completely recovered following the repairs made last summer. The water level is normal, and the recent rains have been very helpful. We will test the water next month for E. coli and post a notice at the entrance if there is a problem. For now, it looks ready for boating and fishing. We are looking into restocking the lake.

At the Playground, the swing-set was repaired with a new seat and chains, and the other equipment was power-washed. We added a truckload of new playground-certified mulch to the area.

The mowing of the common areas begins this month. Volunteers will be needed to help pick up litter along Oak Park Road, Malvern Drive, and Covered Bridge Drive. The Virginia Adopt-a-Highway Program has been dormant since 2020 because of COVID-19, and they haven't announced when it will be restarted.

Until then, we'll continue do the cleanup on our own. We'll need at least six volunteers to pick up Oak Park. A notice will be posted on the bulletin board at the entrance about the day and time for the cleanup work party. Our roads are in pretty good shape, but the well-traveled roads get spotted with litter. If you see trash on the roads, feel free to pick it up.

We plan to paint and reroof the Mail Shed in May. We will need volunteers to help with that also. A notice will be placed on the bulletin board at the entrance about the dates and times we'll need people to help.



If you have a suggestion for improving the landscaping in the common areas, please send an email to grounds_lake@malvernofmadison.org.

JULY 4TH PICNIC

Please join your neighbors at this year's picnic at the Clubhouse. Last year's event was a big success, with music, burgers and hot dogs, and lots of laughs. We had over 100 people coming and going. There were games for the adults and children, including cornhole, volleyball, and horseshoes. The favorite game was the stick horses for the little kids. They didn't seem to have rules, but there was plenty of screaming laughter and movement. We'll have all that and more at this year's picnic. The new pool will be open to all members, their families, and guests that day, so bring your bathing suits.



Come join your neighbors at the annual July 4th picnic – enjoy the food, games, and camaraderie.

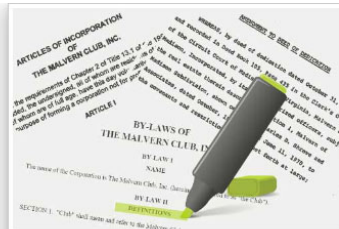
2022 Year-end Statement of Income and Expenses

	Budget 2022	Actual as of 12/31/2022	Budget 2023	Comments
Accounting	\$2,500	\$975	\$975	IRS/Virginia tax preparation
Administrative	\$1,500	\$2,801	\$2,000	
Bank Charges, Bad Debt	\$1,000	\$247	\$1,000	
Licenses	\$500	\$485	\$140	Licenses required by Virginia
Insurance	\$6,000	\$5,542	\$6,000	Insurance for fidelity of officers and general liability
Legal fees	\$1,000	\$0	\$1,000	Collections and consulting
Grounds	\$23,350	\$18,557	\$17,500	
Clubhouse and Annex Building	\$8,030	\$8,653	\$8,000	Maintenance, repairs
Pool	\$10,200	\$11,649	\$12,000	Open close seasonal, cleaning daily
Playground	\$2,000	\$0	\$2,000	Maintain mulch
Road maintenance and repairs	\$19,000	\$10,422	\$5,000	
Snow removal	\$6,000	\$9,936	\$6,000	
Income tax	\$0	\$3,247	\$2,000	
Social events, yard sales	\$1,620	\$1,576	\$1,685	Yard sales, winter social
Electric	\$7,200	\$4,632	\$6,000	Clubhouse, entrance, and mail area
Comcast Internet	\$2,000	\$2,202	\$2,300	
Savings Deposit for Roads	\$20,000	\$20,000	\$20,000	
Reserve fund deposit	\$35,450	\$35,450	\$35,450	
Total Expenses	\$147,350	\$136,374	\$127,050	
Income from member dues	\$134,550	\$135,257	\$134,550	
Income Other	\$8,800	\$11,138	\$13,020	Clubhouse, late, disclosure, keys, mowing, charges
Interest Income	\$4,000	\$3,768	\$5,063	
Total Revenue	\$147,350	\$150,163	\$152,633	
Operating surplus funds		\$13,789	\$23,583	For emergency, unplanned repairs/replacements

2022 Lake Leak Fix			
Cost		\$31,330	
From savings (retained earnings)		(\$11,330)	
From savings CD interest withdrawal		(\$11,162)	
From reserve fund CD interest withdrawal		(\$8,838)	



Community Information



Governing Documents



Financial Documents

Find out more about Malvern here: <https://malvernofmadison.org/hoa-info.php>

PRESIDENT'S REPORT – FRED BOURQUE

(Continued from page 1)

Please take a peek at the 2022 Year-End Budget Statement, which shows the actual income earned and expenses incurred versus last year's approved budget. I'm happy to say we were able to complete all of our planned projects with money to spare. The lake leak, of course, took a big bite out of our retained earnings, which we discussed last time. So far this year we are in good shape financially. We did have to move the pool update planned for 2024 to this year (see Pool below). We also have the Clubhouse front patio rework planned for this year. We'll discuss design options with you, and let you choose one, at the Annual Membership Meeting.

And now for the unpaid solicitation. If you can't attend the membership meeting, please give your proxy to a member who will attend. The proxy form is at the end of this Communicator. People always ask me why we need their proxies. It's to satisfy the 50-lot quorum for the meeting. If we don't have 50 lots represented, either in person or by proxy, we can't hold the meeting and will have to reschedule it. The two membership meetings each year are required by our By-Laws and the State of Virginia in order for us to continue as a self-managed HOA. So please provide your proxy to a member who will be attending the meeting. Proxies may also be placed in the drop box at the Clubhouse or emailed to malvernhoa@malvernofmadison.org. Please assign your proxy to a member to vote on your behalf. We appreciate it.

In closing I want to say how honored I've been to have served on your Board the past 6 years. From what I can read in the old meeting minutes, and from what the OG members have shared with me, commitment, loyalty, and giving have been characteristic of the Malvern Boards since the beginning. The people I've served with on the Board are among the best people I've had the privilege to know and work with. Some of them have gone on to a better place, but they all left Malvern a better place because of their caring and dedication. You can see it on the roads, in the Clubhouse, at the pool and playground, on the lake, and, also important, in our income statements and bank balance. Again, I hope you'll all take your turn as directors to continue the good work our Boards do.

TREASURER'S REPORT – STEPHEN LANGONE



The Malvern Club Inc. switched treasurer personnel three times in fiscal 2022. In April the elected and appointed treasurer had an offer on his newly constructed home in Malvern that he could not refuse. Resulting in the current treasurer who has been performing the duties since July.

Malvern has four bank accounts at Atlantic Union Bank. First is a checking account used for everyday expenses and yearly budgets. Next, a savings account containing Reserve funds for future planned projects and emergency actions that may be needed to correct deficiencies that arise. The last 2 accounts are CDs (certificate of deposit) supporting the five-year plan. The CDs funds are collecting 3% interest until their maturity. The combined accounts have a current balance totaling about \$375,000.

Last October, interest from the two CDs was withdrawn to supplement the funds needed for the \$33,000 emergency dam repair expense. This repaired a 10-inch penetration through the Malvern dam that dropped the water level 24 inches.

Federal and State taxes were filed for Malvern Club Inc. as a not-for-profit entity, and a small Federal tax refund of approximately \$1,000 is expected. The refund will cover the tax preparation cost. Nothing is expected from the state taxes.

Of the 234 lots in Malvern in 2022 only three are in arrears for Homeowner Association dues. Malvern Club Inc. is working with these lot owners to collect past dues. In 2022 Malvern Club Inc. collected \$2,300 in arrears from lot owners for the year 2021 and is working on the collection of the three mentioned lots.



POOL – FRED BOURQUE



The Pool is brand new. You may remember that we had a plan to renovate the Pool next year in 2024. In February I checked the water level, and it was about 2 feet low. I check the level every 2 months, and it was okay in December. That could only mean a leak, like the one we had in 2021. It cost us over \$6,000 to fix that one. I estimated it would cost around \$8,000 to fix the leak now. Two leaks in 2 years is a sign. Rather than fix the leak, we decided to do it now if we could afford it. A year ago, we got an estimate from a pool company that Steve knew and had worked with before. At that time, they said they could do it for \$75,000, and we designated that amount in reserve to redo the Pool when the time came. Last month we checked with some other pool contractors, and the estimates were in the \$150,000 range. The Board decided to contract with the first company, Cornerstone Foundations Contracting, out of Culpeper. This month they finished the job, and I think it looks great.

We had to spend extra money to replace the fence, which had to be torn down for the pool construction. We went with Quality Built Fence right here on Oak Park. They've done work for me and for some of you before. You've seen their work if you've been to Hoover Ridge Park. They did all the chain link fencing for the ball fields. They do professional work. The Pool fence cost about \$10,000, which was \$5,000 less than other bids.

We also found during the pool construction that none of the electrical system was bonded or up to code. To fix that we replaced the pool lights and had the whole system rewired, including a new subpanel in the pool house. That cost \$5,000.

We also upgraded some of the pool furniture. The big chaise lounges are in good shape, but members have been bugging me about the flimsy, rusting side chairs for the entire 6 years I've been doing the Pool. Gwen found some nice resin composite easy chairs that we think you will enjoy. These, plus some side tables, cost \$2,000.

So, the whole Pool renovation project cost us \$92,000. \$75,000 was taken from the Reserve Fund; the rest came from retained earnings.

All of this work should be done by the time you read this. I hope to have keys for you at the Annual meeting. If not, we'll set up a time to get them later. The Pool will open for the summer on Friday, May 26th. It will be open to members, their families, and guests, from 7:00 a.m. to 10:00 p.m., each day through Labor Day, Monday, September 4th. I hope to see you all there sometime this summer. Don't forget your sunscreen!

ARCHITECTURE – FRED BOURQUE

Over the past 12 months, 10 Malvern properties have sold or are currently under contract. This includes two vacant lots and eight houses, three of which were previously rentals. In addition to home sales, we've seen a number of improvements come through the committee, including sheds, decks, a pavilion, a greenhouse, and one hot tub. Actually, that's a joke. We don't need to approve your hot tub, unless it's part of a structure, which this one was.



I remind everyone that, if you are contemplating a project on your property, please contact the Architecture Committee to see whether you'll require the Board's approval. The process is not difficult or unpleasant, and we will be happy to work with you to get a solution that satisfies all of the covenants. Over the past 6 years, the Board has not denied any approval request. There have been cases in that time and going all the way back to the early days of Malvern when the Board has required changes to an application. This is usually because of the setback requirement. That covenant requires you to site your structure at least 100 feet from the edge of any road and 60 feet from any boundary. We have issued waivers to members who had a good reason for a variance request.

There are other covenants regarding house size, construction rules, and fees. If you are a lot owner thinking about building a house, you'll need to review the "Construction Rules & Guidelines" on Malvern's website. Then contact the committee, and we'll walk you through the approval process.

NOTICE OF ANNUAL MEMBERSHIP MEETING

Where: Malvern Clubhouse
Date: Saturday, April 29, 2023
Sign in: 9:00 until 10:00 a.m.
Meeting: 10:00 a.m.
Agenda: **1)** Approval of 10/15/2022 Regular Meeting Minutes; **2)** Election of new directors; **3)** items to be voted upon (see below); **4)** reports; **5)** other business of the Association

Items to be voted upon:

1. Approval of 10/15/2022 Regular Meeting Minutes

There must be at least 50 lots represented in person or by proxy to hold the meeting. There are only 2 membership meetings each year. These meetings are a necessity to ensure proper maintenance of our common amenities, which include over 8½ miles of roadways, signs, culverts, clubhouse, pool, lake, playground and common areas. Proper maintenance of our amenities helps to preserve the value of your property. So please either attend the meeting or alternatively provide a signed proxy as instructed below.

Proxy

(I)(We), _____ and _____ as owner(s) of the following Lot(s) _____ Malvern Club, Inc. under the provisions of the duly recorded legal instruments governing said Club, do hereby grant my/our Proxy to _____ of Malvern Club Inc., owner of Lot # _____. This Proxy is executed for the 2023 Annual Meeting to be held on Saturday, April 29, 2023 at 10:00 AM, at the Malvern Clubhouse, and carries with it the full right to the proxy holder to cast his/her/their vote allocated to said lot or lots as he/she sees fit on all issues properly brought for a vote at the meeting for which this proxy is valid.

Signature (Owner): _____ Date _____

Signature (Owner): _____ Date _____

Instructions: Each lot is entitled to one vote; please indicate all lots owned. This proxy will be used to satisfy QUORUM requirements of 50 lots represented either in person or by proxy. Your proxy may also be used on majority votes and on votes requiring a two-thirds vote of members voting either in person or by proxy. You are instructing the member you assign this proxy to vote your wishes or to vote in the same manner as the member will vote.



Malvern Club, Inc.

905 Malvern Drive
Madison, VA 22727

<https://malvernofmadison.org/>

REGULAR MEMBERSHIP MEETING

October 15, 2022

Draft Minutes

<https://malvernofmadison.org/minutes/minutes-2022-Fall.pdf>

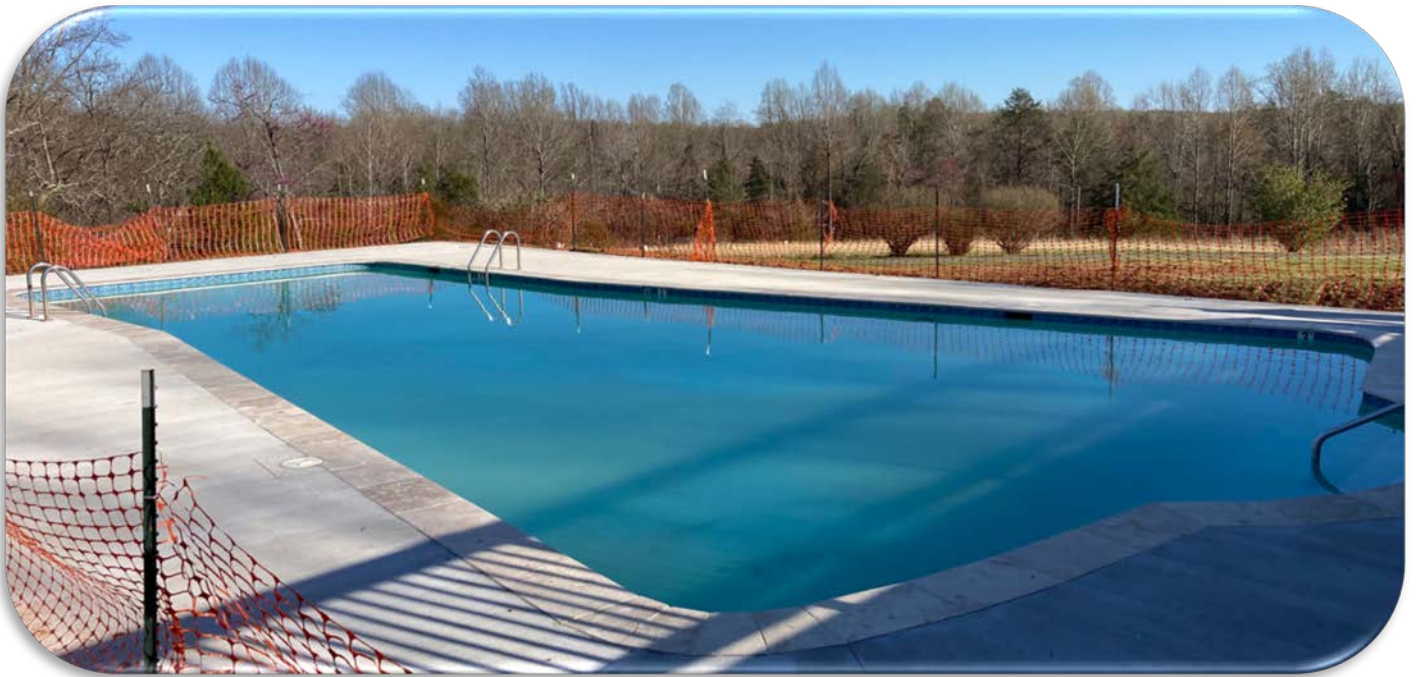
MALVERN'S WEBSITE:



<https://malvernofmadison.org/>

Malvern Club Inc.
905 Malvern Drive
Madison, VA 22727

ADDRESS CORRECTION REQUESTED



Come for the sun, enjoy the views, and why not SPLASH in the new Malvern pool! Yay summer...