

Mallard Bay Property Owners Association
Minutes
Meeting of Board of Directors
DRAFT June 1, 2020
Approved July 6, 2020

Note: Attachments to this report are available to all MBPOA property owners from the Secretary, MBPOA Board of Directors

The meeting was called to order in the Mallard Bay Clubhouse by MBPOA President Mary McGuire at 6:30 p.m.

Board Members present:

Mary McGuire, President
Victoria Coffineau, Secretary (via conference call)
Jeanne Widenmyer, Treasurer and MBPOA Registered Agent
Lynda Browne, Board Member and Landscaping Committee

Board Members not present:

Marshall Sebra, Board Member and Maintenance Committee
Allen Garland, Board Member and Neighborhood Watch Committee

Committee and Support Personnel Present:

Scott McGuire, Webmaster, Dockmaster and Clubhouse Manager
Brant Hays, Property Manager (Grounds & Pool)
Ted Hobson, Architectural Review Committee Chair and Amenities Committee Spokesperson

Property Owners present: Linda Hobson Mary Yordy

Opening Comments

Ms. McGuire opened the meeting by welcoming all attendees and soliciting comments. She reported that Bill Schreier had resigned from the Board of Directors effective June 1, 2020, and therefore was not in attendance. Ms. Hobson remarked that the door from the Ladies restroom into the Clubhouse had been left unlocked. Ms. Widenmyer responded that perhaps the Pool Exercise group might have been responsible and she will remind them of the need to lock the door at their next meeting. Additionally, Ms. Hobson noted that some lighting in the Men's restroom is flickering and Ms. McGuire said that she will have someone look at it.

Reports

Secretary (Victoria Coffineau) – Ms. Coffineau presented the Minutes of the May 2020 meeting for approval. No discussion was forthcoming. On a voice vote, the Board approved the Minutes.

Treasurer (Jeanne Widenmyer) – Ms. Widenmyer reported that two property owners remain delinquent on the 2020 dues. Ms. Widenmyer provided a brief review of the May expenses which totaled over \$7 K, and included the D&D work around the dock, Northern Neck Softwash cleaning of the two courts and pool area, Mallard Bay mowing, and the triennial refinishing of the Clubhouse floors. We are now slightly over budget (\$ 2 K+).

Property Manager (Brant Hays) – Mr. Hays noted that the pool was looking very good and thanked Mr. Malloy and Ms. Horton for their help in getting the pool ready.

Webmaster, Dockmaster & Clubhouse Manager (Scott McGuire) – On the Dockmaster portfolio, Mr. McGuire reported that there are still four or five slips available for rent. On the Clubhouse Manager portfolio, he noted that the Bridge Club starts up next week. There is one reservation request pending for June 12 but the host has confirmed with Mr. McGuire that no more than ten persons will be in attendance. Mr. McGuire thanked Ms. Hobson and Ms. Yordy for their assistance in keeping the Clubhouse clean and tidy and he remarked how nice the floors looked after they were professionally refinished. He had nothing new to report on the Webmaster portfolio.

Architectural Review Committee (Ted Hobson) – Mr. Hobson had a number of comments that he wished to run by the Board off-the-record. No new ARC issues were presented.

Landscaping Committee (Lynda Browne) – Ms. Browne reported that several plants have been ordered and will be delivered to her this week, including 6 sweet potato vines for pots in the pool area, and 4 Dichondra Silver Falls plants to be split between pots in front of the Clubhouse and pots in the pool area?. Ms. Roberta Jones has volunteered to help with this project. Ms. Browne will be seeking volunteers to help her clean up the roundabout near the Clubhouse. Continuing with landscape suggestions was a request from Ms. Widenmyer that the dead rhododendron tree in front of the entrance to the Clubhouse be removed, and Ms. Browne will investigate. Mr. Hobson remarked that a dead pine tree located just before entering the Mallard Bay Clubhouse area should be removed. Ms. Yordy also mentioned that there are several huge trees that need to be removed from the lower dam area. Ms. McGuire noted that the tree stumps should be cut out to ensure no future growth, and that she will follow-up with Dodson’s Tree Service on both of these tree removal items.

Neighborhood Watch Committee (Allen Garland) – no report.

Facilities Maintenance Committee (Marshall Sebra) – no report.

Ms. McGuire was pleased to report that she observed good social distancing in effect at the pool and she had not seen any violation of the under-10-persons rule. If a large family attends the pool together, the entire family may stay together. Ms. Widenmyer mentioned that she would like to see another table placed at the Clubhouse deck with two to three chairs.

Social Committee (Bob Mitchell) – no report.

Amenities Committee (Ted Hobson) – Mr. Hobson had a number of comments that he wished to run by the Board off-record. On record, Mr. Hobson presented the Board with a proposal and cost estimates he had received from Sport Court to remove and replace the basketball backboard at the Canvasback Lane Recreational Area, repair the basketball court tiles and reorient them, and upgrade the shuffleboard court to a very nice, useable court. Total cost of Mr. Hobson’s proposal: \$7 K. Ms. McGuire mentioned that she had searched on-line for a cost estimate for a basketball backboard. For comparative purposes, Ms. Widenmyer offered a proposal and estimate on the shuffleboard court from Versacourt, the company we purchased the half-court from. While Ms. McGuire’s and Ms. Widenmyer’s estimates were lower than the ones in Mr. Hobson’s proposal, his estimates were from the company that installed these same two play areas at the Clubhouse Multipurpose Court, and he opined that high quality work and materials will cost more but be worth it in the long run. After additional discussion of various components of both proposals and whether the budget would support this expenditure, the Board approved the proposal for the basketball half-court and basket presented by Mr. Hobson, and the shuffleboard proposal presented by Ms. Widenmyer. On a separate matter, Ms. McGuire asked Mr. Hobson to provide her with an updated list of outstanding Amenities projects and he agreed to provide her with the entire Amenities Report.

Updates

- Swimming Pool – reopened with social distancing – thank you Mr. Malloy and Mr. Hays for your preparations
- The gravel pathway from the crabbing pier to the kayak racks has been completed
- Gravel was laid on the stairs from the dock parking lot to the Clubhouse deck
- The overgrowth has been cut back from the road leading to boat launch and in the dock parking areas
- The Clubhouse floors have been refinished and resealed (thank you Jeanne)
- The Pool surrounding area and Clubhouse and Canvasback Lane courts were cleaned by NNSoftWash (thank you Jeanne)

Ms. Widenmyer asked why the ponds are still not filling up correctly and Ms. McGuire replied that we still need to train a few volunteers to reset the breakers that periodically trip, and will do so shortly.

Old Business

RV Lot Status – Ms. McGuire advised that the RV Lot is in good shape now, and she read portions of Mr. Schreier's final Status Report on the RV Lot. Once again, she thanked him for his many efforts on the RV Lot project. Among his recommendations was that commercial property should be removed from the RV Lot and property that is not in compliance with current registration and related regulations should be fined. Ms. McGuire and Mr. Hobson discussed some prior decisions made about the issue of commercial property occupying RV Lot spaces.

Basketball Court – Ms. Widenmyer. See Amenities Committee section.

New Business

Replacement of Vice-President – A recommendation was made for the Webmaster to advertise the vacancy to seek a person to serve on the Board in this capacity for the remainder of the 2020 term (next 6 months).

Proposals for upgrading shuffleboard and/or basketball courts – See Amenities Committee section.

Ms. Yordy asked when the Clubhouse deck would be permanently stained and Ms. Widenmyer replied in one year, the time recommended for the new deck to cure prior to staining.

Closing Comments

There were no closing comments and the Meeting was adjourned at 7:15 p.m. The next regular meeting of the Mallard Bay Board of Directors will be Monday July 6, 2020 at 6:30 p.m. in the Clubhouse.

June 1, 2020 Minutes co-drafted by:

Lynda Browne
Victoria Coffineau

Submitted by:

Victoria Coffineau, Secretary