

Mallard Bay Property Owners Association
Minutes
Meeting of Board of Directors
June 3, 2019
Approved July 1, 2019

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 6:28 p.m.

Board Members present:

Mary McGuire, President
Sharon Hunt, Vice-President
Victoria Coffineau, Secretary
Jeanne Widenmyer, Treasurer and MBPOA Registered Agent
Lynda Browne, Board Member and Landscaping Committee
Marshall Sebra, Board Member and Maintenance Committee

Committee and Support Personnel Present:

Scott McGuire, Webmaster and Clubhouse & Boat Dock Administrator
Ted Hobson, Architectural Review Committee Chair and Amenities Committee Spokesperson
Brant Hays, Property Manager (Grounds & Pool)
Bob Mitchell, Social Committee

Property Owners present: Linda Hobson Jim Hanline Mary Yordy

Opening Comments

Ms. McGuire opened the meeting by welcoming all attendees and invited general comments from those in attendance. Mr. Hanline provided an update on the Courthouse Road repair project, noting that road segments are being prepped for dirt and stone fill. (Note: VDOT target project completion date is this month)

Reports

Secretary (Victoria Coffineau) – Ms. Coffineau presented the minutes of the May 2019 meeting for approval. No discussion was forthcoming. On a voice vote, the Board approved the minutes.

Treasurer (Jeanne Widenmyer) – Ms. Widenmyer reported that only two property owners still owe dues for 2019, and both were sent certified letters regarding their debts. We are almost \$4,000 under budget. Around \$1,000 of the May expenditures related to Special Projects and \$1,500 for landscaping expenses.

Property Manager (Brant Hays) – Mr. Hays reported that he installed a replacement Salt Cell for the pool and that Ms. Horton will regulate the salinization of the pool. Also, all of the protective flaps in the pool had become dislodged and one is currently missing and will require replacement. The Canvasback Lane tennis court area has been treated and tended, and the Clubhouse tennis court area requires some additional grass removal work. Mr. Hays advised that he had received a phone call from a Mallard Bay resident offering varied landscaping & paving services and he will forward that contact information as appropriate.

Webmaster & Clubhouse and Dock Administrator (Scott McGuire) – On the Dockmaster portfolio, Mr. McGuire reported that there are 4 boat slips and a couple of kayak/canoe rack spaces still available. On the Clubhouse portfolio, he received a thank-you email from a couple that reserved the Clubhouse for a weekend barbeque and wedding reception.

Architectural Review Committee (Ted Hobson) – Mr. Hobson reported that the ARC approved a request for the removal of a tree that had been struck by lightning (Lot 37). As a follow-up to the discussion last month regarding e-mail addressing, Mr. Hobson has established a new corporate e-mail address for the ARC, and it is now posted on the Mallard Bay website. Mr. Hobson also asked Ms. Widenmyer for an updated list of Mallard Bay Property Owners to help him conduct ARC business.

Landscaping Committee (Lynda Browne) – Ms. Browne thanked Mr. Mitchell for helping trim the Liriope plants at the Mallard Bay Gatehouse and reported that she has potted additional plants and plans to add mulch near the gatehouse. Soon Ms. Browne will be asking for volunteers to help remove the suckers off the Crepe Myrtles.

Facilities Maintenance Committee (Marshall Sebra) – Mr. Sebra reported that the May 11 cleanup event – which included some tree trimming and pool furniture cleaning at the Clubhouse – went very well. He has asked one contractor to provide an estimate for work needed on the Clubhouse deck and Ms. McGuire emphasized that particular focus needs to be on assessing the deck footing. Mr. Sebra thanked Mr. Hays for his assistance with an unpleasant clubhouse cleanup project discovered after the Memorial Day picnic. Mr. Sebra will be rebuilding the bench on the Mallard Bay dock. A suggestion was made to add a back-rest to the bench, however, it was pointed out that doing so would limit the view to just the river as opposed to the river & shore views permitted by a backless bench. Mr. Hays took the opportunity to thank Ms. Hunt and Ms. Malloy for their assistance in cleaning the pool furniture during the May 11 clean-up event.

Neighborhood Watch Committee (Allen Garland) – Ms. McGuire had nothing to report from Mr. Garland.

Social Committee (Bob Mitchell) – Mr. Mitchell reported that the Memorial Day Picnic was outstanding and there were at least 64 participants. The next scheduled event is the 4th of July picnic on Saturday July 6. With so many newcomers to Mallard Bay an extra effort will be made to introduce them at this event and to encourage the attendance of all age groups – especially children.

Amenities Committee (Ted Hobson, Spokesman) – Mr. Hobson has purchased the dock piling caps for the Mallard Bay dock and will be installing them with the assistance of two volunteers. Mr. Hobson offered a first draft of a new, more welcoming sign for the Mallard Bay Clubhouse for Board consideration. The Board approved, on a voice vote, the motion to commission the new sign and a final draft of the design & wording for the sign is forthcoming. A general discussion followed about existing signage in Mallard Bay and the occasional unauthorized use of the Mallard Bay dock and clubhouse - including the pool - by non-residents (typically youngsters). Mr. Hays has offered to visit the clubhouse if alerted - in real time - to the presence of possible trespassers. Ms. McGuire and others advised that they routinely engage in conversation with unfamiliar visitors to ascertain their connection to Mallard Bay. It was agreed that additional “No Trespassing” signage would be posted at the Mallard Bay Clubhouse and dock in an effort to deter would-be trespassers.

Old Business

Clubhouse Windows & Doors repairs/replacement – No action taken on larger project. Focus right now on the repair of one crucial door, estimates forthcoming. Additional discussion needed on other repairs.

Club House Deck – See *Facilities Maintenance Section*

Shed status – Ms. McGuire asked if the current pool shed has been cleaned out to determine how much space is available and ultimately whether an additional shed will be required. Mr. Hobson advised that an additional shed could be utilized to not only store pool items but other Mallard Bay property items from the guardhouse, and garden tools & equipment. Ms. McGuire would still like to see how much space is freed-up in the current shed to ensure that an additional one is truly needed. Mr. Hays noted that the Lowes Home Improvement stores do carry sheds but Mr. Hanline added that any new shed must match the current shed’s color scheme. Mr. Hobson opined that it now looks like we may not require an additional shed – and he therefore has no further action on this project – to which Ms. McGuire agreed. Ms. Hunt recommended that we suspend action on this item until the spring – when we have had the opportunity to clean out the pool shed and determine what exactly needs placement in the shed and what property may be protected in-place.

Pumps status – Ms. McGuire asked Mr. Hanline for a status report on the Mallard Bay pond pumps, and he advised that they are not working properly. There was some discussion about who is now responsible for maintenance pending the designation of a successor to Mr. Wais. Mr. Hanline confirmed that he has been conducting weekly checks of the pump system and keeping an eye on water levels. He advised that the concrete cap at the pump site is a real challenge to open, at which time Mr. Hobson recommended that we consider replacing it with a more user-friendly cap. Ms. McGuire will accompany Mr. Hanline and/or Mr. Hobson to the site to inspect the cap and make a recommendation to the Board on this matter.

New Business

Beavers at Pond – Mr. Hanline advised that one resident has complained about beavers cutting down trees on her property. Ms. Yordy recalled this being a problem about 15 years ago and mentioned that “Trapper Tim” was hired to trap and remove the offending beavers. Mr. Yordy may still have his contact information and will pass it along to Ms. McGuire for reference.

Swimming Pool Area Chairs & Tables – A motion was made to purchase additional poolside chairs and side tables to meet the needs of mobility-challenged residents. Existing lounge chairs are low to the ground making it difficult for some residents to lift themselves out of the chairs. The Board approved, on a voice vote, the motion to purchase the new chairs and tables. A proposal was also made for the purchase of “pool grips” to cover the metal part of the pool handrail that becomes very hot in direct sunlight and it was approved as well.

Closing Comments

Ms. Browne raised the issue of speeding UPS trucks and one school bus on Canvasback Lane. She inquired as to whether we could draft a letter to UPS headquarters in Lively requesting that their drivers be more attentive to the posted speed limit (25 miles) for the Mallard Bay neighborhood. Other suggestions for addressing this issue included posting an additional speed limit sign or an additional stop sign on Canvasback Lane. Since this road is managed by VDOT, any additional signage would require the involvement and approval of VDOT.

The meeting was adjourned at 7:17 p.m. The next regular meeting of the Mallard Bay Board of Directors will be Monday, July 1 at 6:30 p.m. in the Clubhouse. Everyone is welcome to attend.

Submitted by:

Victoria Coffineau, Secretary