

Mallard Bay Property Owners Association
Minutes
Meeting of Board of Directors
July 1, 2019
Approved August 5, 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 6:30 p.m.

Board Members present:

Mary McGuire, President
Sharon Hunt, Vice-President
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, Dockmaster and Clubhouse Manager
Ted Hobson, Architectural Review Committee Chair and Amenities Committee Spokesperson
Bob Mitchell, Social Committee

Property Owners present: Linda Hobson Jim Hanline

Opening Comments

Ms. McGuire opened the meeting by welcoming all attendees and inviting general comments from those in attendance. Ms. Hunt inquired as to the procedure for reporting excessive noise from private social events at the Clubhouse and Ms. McGuire recommended either asking the Clubhouse patrons to be quieter or to report it to the Clubhouse Administrator. Mr. McGuire said that he will remind residents when they make Clubhouse reservations about the need to minimize noise, especially if their event includes music provided by a DJ. Ms. McGuire advised that she has received several complaints about poolside patrons drinking beer out of glass bottles. She reminded everyone that glass bottles are prohibited poolside, that there is a sign posted to that effect, and that violators should be asked to leave the pool area. While beverages in any container may be consumed in the upper deck, glass containers may not be taken down to the pool area.

Reports

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

Treasurer (Jeanne Widenmyer) – Ms. Widenmyer reported that she has received payment for 2 more kayak rack slips and that she has purchased the eight poolside chairs & four side tables and a new phone. Ms. Widenmyer has placed liens on two properties.

Property Manager (Brant Hays) – Ms. Widenmyer reported on behalf of Mr. Hays that the pool is doing fine and the tennis courts are clean.

Webmaster, Dockmaster & Clubhouse Manager (Scott McGuire) – On the Webmaster portfolio, Mr. McGuire reported that the webpage is averaging 80 hits per day. On the Dockmaster portfolio, he reported that there are 4 boat slips on the shallower end still available. The kayak/canoe rack is now completely full so he has started a waitlist. Mr. McGuire advised that additional rack space could be constructed at minimal cost and next month he will have a better estimate for Board consideration. Ms. McGuire suggested this might be a good project for the fall 2019. She also remarked on the increase in paddleboard usage at the dock. Ms. Hunt asked as to whether anyone else has noticed persons having difficulty moving kayaks or canoes from the rack to the pier and whether a cart would be helpful. Mr. McGuire said that he has received no complaints in this regard, but that shorter people might be more challenged by this task, given the height of the racks.

Architectural Review Committee (Ted Hobson) – Mr. Hobson reported that the ARC has requested additional information from the owner with the pending application for an oversized shed (Lot 5), and is awaiting his response. A request has been made for construction of a dock at Eagle Lake, ARC guidelines have been provided, and the plans for the dock are forthcoming (Lot 58). The ARC received a request to approve the removal of 4 diseased trees (Lot 137) and an on-site inspection of the trees is planned. A roof remodeling project (repainting) has been completed (Lot 153) with observance of the same color scheme.

Landscaping Committee (Lynda Browne) – Ms. Browne noted that people are enjoying the newly planted fountain grass. She will be asking for volunteers to help remove the suckers off the Crepe Myrtles, and will ask Ms. Malloy to release an e-mail to the community with that request.

Facilities Maintenance Committee (Marshall Sebra) – Mr. Sebra advised that he has replaced the bench on the Mallard Bay dock and Ms. McGuire thanked him for his work and complimented him on its appearance.

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

Social Committee (Bob Mitchell) – The next scheduled event is the 4th of July picnic on Saturday July 6, featuring fried chicken and corn on the cob and lemonade.

Amenities Committee (Ted Hobson, Spokesman) – Mr. Hobson reported that the new dock piling caps for the Mallard Bay dock have been installed with the help of Mr. Yordy and Ms. Hobson. He noted that the remaining caps look weathered and may not last much longer and Ms. McGuire recommended that he discuss this with the Dockmaster. On the topic of kayaks & canoes, Mr. Hobson mentioned that there are two access points to Eagle Lake & Flyaway Lake that are owned by Mallard Bay which are currently not being used. There was some discussion about the exact location of these access points and whether they could be developed to permit access to the lakes by kayakers and canoers. Ms. McGuire agreed that if sufficient interest is expressed in this project, then it would be given further consideration.

Old Business

Clubhouse Deck – Mr. Sebra and a local contractor conducted an on-site assessment of the condition of the deck, where they observed some sagging. The entire deck needs to be replaced, along with the deck railings since they no longer meet current building code regulations. While the design of the new deck will resemble as closely as possible the old one, the design of the new railings will change in order to meet the codes. Mr. Sebra is awaiting cost estimates to replace the entire deck with wood or to replace it with PVC decking boards.

Shed status – Ms. McGuire is waiting for a status update from Mr. Hays as to how much space would be available in the pool shed once it is cleaned out.

Removing Old Crabbing Pier – Ms. McGuire thanked Ms. Hunt for her work on this project. Ms. Hunt advised

that about one-third has been removed and that she needs more help, perhaps in the fall when the water is cooler and waterborne illnesses are less prevalent.

Updates

The eight chairs and four side tables for the swimming pool area have been placed around the pool.

The eight Clubhouse transom windows have been ordered and are expected to be installed the last week of July. These single-paned transoms will match the existing doors and avoid the fogging problem experienced with the double-paned transoms.

Pump maintenance status – Ms. McGuire thanked Mr. Hanline for training several assistants (Mr. McGuire and Mr. Malloy) on the operation of the Mallard Bay lake and pond pumps. Mr. Hobson advised that he tried to turn on the sump pump with no success. After some discussion about the previous operation of the pump it does appear that we will need to reach back to Paul Ryan to determine if the sump pump requires replacement. There was discussion about updating the website with the names of current and trusted contractors. Ms. McGuire noted that Mr. Swank will replace the concrete pump cap with a more user-friendly cap. Mr. Hobson remarked that it is difficult to access the sump pump controls to operate it and he suggested either installing a ladder to the controls or asking for a more compact and agile volunteer to provide this service.

New Business

Kayak Racks are at full capacity – construction of an additional Rack (*See Webmaster Section*)

Staining Pool Fence – Ms. Widenmyer noted that azaleas now cut back and funds reserved, we should complete this project now and consider hiring someone within the Mallard Bay community. The fence will need to be powerwashed before staining, and that will be arranged.

Next Door Social Media Site – Mr. Sebra noted that VDOT is now using Nextdoor to communicate with local neighborhoods. He explained the purpose of the site and its potential usefulness to Mallard Bay residents. There was some discussion of the pros and cons of utilizing the site, and in the end, the motion passed (over one nay vote) to conduct a three month trial of the Nextdoor website. Mr. Sebra will draft a message for Ms. Malloy to release to the community.

New Board Members 2020 – Ms. McGuire asked for help in identifying potential candidates for the upcoming Board vacancies in 2020, especially given that we have many newcomers this year.

Closing Comments

Mr. Hobson asked as to whether the signage near the pool is sufficient and clear about the prohibition of bottles poolside. The answer was “yes”, and that what is really needed is for residents to speak up when they see violators. Mr. McGuire advised that he will post a reminder on the website regarding this issue.

The meeting was adjourned at 7:24 p.m. The next regular meeting of the Mallard Bay Board of Directors will be Monday, August 5 at 6:30 p.m. in the Clubhouse. Everyone is welcome to attend.

Submitted by:

Victoria Coffineau, Secretary