

Mallard Bay Property Owners Association  
Minutes  
Meeting of Board of Directors  
DRAFT February 1, 2021

*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 phone)  
Jeanne Widenmyer, Treasurer and MBPOA Registered Agent  
John Miller, Board Member at Large

Board Members not present:

Keith Lilienfeld, Vice-President  
Lynda Browne, Board Member and Landscaping Committee  
Marshall Sebra, Board Member and Maintenance Committee  
Allen Garland, Board Member and Neighborhood Watch Committee

Committee and Support Personnel present:

Ted Hobson, Architectural Review Committee  
Mary Yordy, Amenities Committee  
Bob Mitchell, Social Committee  
Linda Hobson, Clubhouse Maintenance

Property Owners present: Tanya Mitchell Winky Mitchell Debby Tupper Gary Yordy

### Opening Comments

Ms. McGuire opened the meeting by welcoming all attendees and soliciting their comments. Mr. Mitchell took the opportunity to thank our Webmaster, Mr. McGuire, for the frequent and helpful updates he has posted on the Mallard Bay website related to the COVID-19 pandemic. Ms. Widenmyer mentioned that it might be helpful to also take a moment to update the Recommendations page as it is a little outdated.

### Reports

**Secretary** (Victoria Coffineau) – Ms. Coffineau presented the Minutes of the January 2021 meeting for approval. No discussion was forthcoming. On a voice vote, the Board approved the Minutes.

**Treasurer** (Jeanne Widenmyer) – Ms. Widenmyer advised that at the end of January there were 11 property owners who have not yet paid their 2021 dues although a number of them are expected to remit the dues shortly. One property owner hasn't yet paid the 2020 dues in full and another is still making monthly payments. We are now over budget just over \$ 2,300 mostly due to the loss of dues resulting from the merger of three lots and an over-estimation of boat slip fees.

**Property Manager** – Ms. McGuire reported that the Property Manager position previously encumbered by Mr. Hays is still vacant but that it has received interest from one Mallard Bay resident.

**Webmaster, Dockmaster & Clubhouse Manager** (Scott McGuire) – Ms. McGuire advised that Mr. McGuire had nothing to report at this time.

**Architectural Review Committee** (Ted Hobson) – Mr. Hobson reported that the ARC sent LPZ and Plat documents to Ms. Widenmyer to be included in packets for Lot 53 and that Lots 109 and 110 have been officially merged.

**Landscaping Committee** (Lynda Browne) – Ms. McGuire advised that Ms. Browne had nothing to report. Ms. McGuire mentioned that she has received a complaint from a resident about the overgrowth of weeds at Flyway Lake and that Ms. McGuire would convey this information to Ms. Browne.

**Facilities Maintenance Committee** (Marshall Sebra)– Ms. McGuire advised that Mr. Sebra had nothing to report.

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

**Social Committee** (Bob Mitchell) – Mr. Mitchell reported that no new social events are scheduled given the current restrictions outlined in the COVID-19 pandemic guidance issued by the State of Virginia.

**Amenities Committee** (Mary Yordy) – Ms. Yordy, the new Chairperson of the Amenities Committee, advised that they held a meeting on 1/30/21, new members were welcomed, and the role and responsibilities of the Committee were reviewed. She reported that the meeting went well and that there is a lot of enthusiasm from the membership.

### Updates

- Complaint regarding Beavers in Lakes – Ms. McGuire has received a complaint from a resident regarding the beavers that are eating and damaging her trees and what could be done to relocate them. Ms. McGuire advised attendees that Mr. Garland has previously volunteered to relocate nuisance rodents and the Board agreed that this would be an advisable solution to the current problem. Mr. Hobson then asked as to whether Mallard Bay is officially designated as a wildlife refuge, which would have a bearing on whether the beavers could be trapped and moved. Ms. McGuire responded that she does not believe that Mallard Bay is a State or County-designated wildlife refuge, but will check further to confirm. There was additional discussion by Mr. Hobson, Mr. Yordy, Ms. Widenmyer, and others about the history of trapping animals in Mallard Bay.
- Priorities or recommendations for projects for 2021 – Pending next meeting and updates from Mr. Sebra.
- Tennis Court refurbishing (Jeanne) – Ms. Widenmyer reported on her estimates from Versa Court and Sports Court, which came in at a cost of \$91 K and \$52 K respectively, so alternatives are being considered. There was discussion about the value of the tennis court as an amenity, whether the courts are actually used, and whether a net could be added to separate the tennis court from the dog park. Ms. McGuire noted that the Town of Kilmarnock Dog Park is a fine example of what our reconfiguration could look like. Mr. Hobson suggested that we consider creating a brand new dog park, which would only require a parcel of land and fencing to enclose it. This issue will require further research and discussion.
- Cleanup of Playground Area – Date needed to Schedule for Volunteers – The date for this project was established as Saturday March 27<sup>th</sup> and there was some discussion about what activities needed to be done.
- Dam update – Ms. McGuire reported that she was able to obtain a clean survey of the Mallard Bay subdivision, but was unable to speak with the original land surveyor, despite considerable efforts on her part.

and that of Ms. Widenmyer to track him down. Consideration is now being given to commissioning of a new survey of Mallard Bay. Mr. Yordy inquired as to who would incur the expense of clearing trees within 25 feet of the dam and Ms. McGuire said that she believed that it would be the responsibility of the property owner, but that the number of trees that would need clearing is small. Mr. Yordy asked about how we would determine which trees need to go, and Ms. McGuire suggested that we might need to conduct an on-site survey of the area in question. Mr. Hobson opined that we could probably do the survey in-house. Mr. Yordy felt that we need to be proactive on this issue and Mr. Hobson noted that it will be the responsibility of the Mallard Bay Board to contact the property owner to advise them of the requirement to remove the trees. He went on to note that a lot of trees leading all the way down to Eagle Lake dam will need to be removed.

- Pier repair – Pending next meeting and updates from Mr. Sebra.

### **Closing Comments**

There were no closing comments and the meeting was adjourned at 7:13 p.m. The next regular meeting of the Mallard Bay Board of Directors will be Monday March 1, 2021 at 6:30 p.m. in the Clubhouse.

Submitted by:

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Victoria Coffineau, Secretary