

Mallard Bay Property Owners Association
Annual Meeting
Minutes
Saturday, October 19, 2024

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 Carol Bracker at 1 p.m.

Board Members present:

Larry Tupper, Vice President
Jeanne Widenmyer, Treasurer and MBPOA Registered Agent
Lynne Cerar, Secretary
Susan Barr, Board Member-at-Large

Board Members absent:

Barb Bromley, Board Member-at-Large

Committee and Support Personnel present:

John Barr, Maintenance Committee
Bill Bracker, Architectural Review Committee
Brant Hays, Property Manager
Debby Tupper, Amenities Committee

Opening Comments

Mrs. Bracker opened the meeting by thanking everyone for coming, and asking if a quorum existed. Ms. Widenmyer confirmed the quorum. Mrs. Bracker asked the Board members present to introduce themselves.

Reports

Secretary (Lynne Cerar)—Ms. Cerar presented the minutes from the last Annual Meeting of October 21, 2023. Hearing no objections, she asked that those minutes be approved. Ms. Widenmyer so moved, Mrs. Barr seconded, and the minutes were approved by voice vote.

Treasurer (Jeanne Widenmyer) – Ms. Widenmyer presented the 2025 Operating and Capital Expense Budget. She noted that more money was spent last year than what was taken in, but said that the bulk of that money was taken out of Reserves. When the piers were redone, the money was taken from the marina reserves. She said that next year's budget is not that different from this year's except for postage and pool chemicals, which have both increased. Mr. Holt asked about the \$3,000.00 for the lower dam, which was spent to have the vegetation removed from the slope. Mrs. Hunt asked about future repairs on the dam and whether money is being set aside for that. Ms. Widenmyer referred to lines 41 and 42 of the Table of Reserves, and said that not much has been set aside because we don't know how much those repairs will cost. The subject of the dams was deferred

until later in the meeting. Ms. Widenmyer asked for a motion to approve the budget for next year. Ms. Cerar so moved, Mr. Tupper seconded and the budget was approved by voice vote.

Clubhouse Manager and Webmaster (Debbie Evans)—The website continues to get hits. Three or four people have asked not to receive the blog posts. Clubhouse reservations have gone well—no one has left the property in such a mess that our cleaners have had a lot to clean up.

Pool Technicians (Debby Tupper spoke for the techs)—Four people (Lynne Cerar, Debbie Evans, Debby Tupper and Jeanne Widenmyer) have helped with pool maintenance this year, in addition to Paul Malloy and Brant Hays. It is a big job. Mrs. Tupper said that it remains to be seen if others in the community want to help with this, or whether outside help might be required. Mr. Malloy led a group of people in closing the pool this weekend. Ms. Evans added that others in the community helped with the heavier work of brushing the pool when there were algae problems. Ms. Tupper raised the possibility that the pool surface might need resurfacing due to the sluffing off of the surface, and also noted that the automatic cleaning robot is not working properly and will need to be replaced.

Property Manager (Brant Hays)—Mr. Hays said that he is working on cleaning up some of the debris and trees that have been blown down by the recent hurricanes and heavy winds. Mr. Roper will help with this. Mr. Hays asked that people call him if they see something that needs to be addressed.

Dockmaster (Allen Garland) – Mr. Garland was not in attendance. We have newly resurfaced piers.

Architectural Review Committee (Bill Schreier, ARC Chair, was absent)—Mr. Bracker spoke as one of the ARC members. Paul Malloy, Bill Tolbert and Gary Yordy are also members. Mr. Bracker said that the ARC members are eager to help Mallard Bay owners with any questions they may have such as taking trees down. The ARC is responsible to the Mallard Bay Board with enforcing the architectural and esthetic standards of Mallard Bay that are specified in the covenants that are part of the deeds of all owners' properties. Mr. Bracker noted that all Mallard Bay property owners paid a premium to live in this community. The covenants and the standards are designed to keep the common areas and properties kept up and to maintain our property values. This year, the ARC approved a request for a new fence, addressed a number of LPZ requests for sales of lots, approved a request for a new garage plan, enforced standards on real estate signs, and addressed a number of requests for tree removal.

Landscaping Committee (Lynne Cerar) – Ms. Cerar said that she has, with others' help, taken care of the pots and front gate entrance, and the Clubhouse and pool containers. There is a lot more trimming that needs to be done in common areas, but this costs money. Ms. Cerar obtains several quotes for these kinds of jobs, brings those estimates to the Board and obtains their approval.

Social Committee (Bob Mitchell) –Mr. Mitchell was not in attendance, but left a report. So far this year the social committee has had five events. Mr. Mitchell thanked Bill and Sharon Schreier for their support, Susan Malloy for sending out emails to Mallard Bay members and Debbie Evans for the website announcements and photographs. Mr. Mitchell also thanked all those who helped decorate the Clubhouse and cleaned up after events, with a special thank you to Winky Mitchell for the great cooking she has done for the main events, as well as to all those who brought side dishes and desserts. A Trunk or Treat event is planned for October 31. (As of this writing, the bonfire must be cancelled due to the extremely dry conditions, but the Trunk or Treat will be held in the clubhouse parking lot). The clubhouse will be decorated on November 23 for the holidays.

Amenities Committee (Debby Tupper)—Mrs. Tupper explained that the Mallard Bay amenities cover a huge number of sites. Her efforts over the last couple of years have been to keep an eye on the big picture, along with working specifically on the RV lot and the pickleball court this year. A number of Mallard Bay residents helped Mrs. Tupper to come up with a long list of items that needed attention and maintenance, including the playground, the firepit, the pickleball court, picnic tables, brush around the pond, new lights around the pool, and

the addition of an air conditioner in the pool house in order to prevent deterioration of the pool chemicals. All of those tasks have been completed. Looking down the road, the tennis courts at Canvasback and Pintail Lane need to be addressed, along with how much to spend on that project. Mrs. Tupper asked the community members to call her or a Board member if they see something that needs attention.

Maintenance Committee (John Barr)—Mr. Barr gave a brief rundown of the many projects that he has taken on, including: getting quotes for, and overseeing, the pier resurfacing; installing the AC in the pool house; fixing the fire pit and playground equipment; fixing the picnic tables, tennis court benches and gates; repairing the kayak racks, fence pylons; putting up signs and signposts; installation of a commercial dehumidifier in the clubhouse basement after a flood there, as well as a monitor system and dedicated circuit breaker for it. Mr. Barr has obtained quotes for a new 12 x 12 storage shed, for around \$4,000-\$4,500, which does not include windows or any frills. The most level spot for this is outside the corner of the pool by the gravel drive. This will require taking down trees and levelling the ground. For this year, Mr. Barr suggests wrapping the pool chairs in sealing plastic and putting a tarp over them, which will cost less than \$100.00.

The elevator lift at the Clubhouse is working, but one must keep the button pushed down for 3 seconds. There will be a sign posted to this effect.

Discussion/FYI Items

Eagle Lake Lower Dam:

Mr. Tupper has taken the lead on this task. (Please see Mallard Bay Board minutes of July and August, 2024 for more detail about this issue). The upper dam is fine. Mr. Tupper pointed out that the two lakes here in Mallard Bay are important to the community—they stabilize property values and are good selling points and so they must be maintained. This will be an expensive job. There are two parts to the project: one is to fix the broken outflow pipe at the bottom of the dam and the surrounding catch basin. The Board has been told this is not a difficult issue, but would involve getting a crane. Mr. Tupper is awaiting names of contractors who could do this work and obtaining estimates. A drawing must be done of how the pipe would be fixed, and will need to be submitted to the Virginia Department of Conservation and Recreation (DCR) before a permit would be issued to commence with the repairs.

The second part of the project would probably involve a geotechnical engineer boring holes to see where the seepage is coming from—from the hill side or actually through the dam itself.

Mr. Hunt asked if the Board was planning to continue maintenance of the sides of the upper and lower dams, as the vegetation will grow back. The Board is committed to keeping down vegetation on those sites and making sure that no tree saplings are growing there. Mr. Tupper reports that the Dam Safety Committee of DCR has been helpful and responsive, despite being understaffed.

Volunteer Appreciation:

Mrs. Bracker noted that the property owners' fees have been raised only twice in the 25 years that they have lived here—once in 2011 to \$450, and in 2021 to the current \$550. The main reason for not raising those dues more often is because of the volunteer work that is done in Mallard Bay. She and the Board are extremely grateful for our volunteers.

Mrs. Bracker also thanked Brant Hays for having the swimming pool ready early in the morning for the ladies who do water aerobics at 8:00 a. m. every day except Sunday. She presented him with a gift from those ladies.

Extra Mile Award:

Every year the Board identifies someone in the community who has gone the extra mile to keep Mallard Bay as lovely as it is. This year the award was presented to John Barr.

Open Comment Period

Mr. Holt observed that the light in the guard house is out. Mr. Barr will check it out.

Mrs. Barr, in emphasizing the need for members to let the Board know about things that it might have overlooked, mentioned that there was a car that had been parked on one of our streets for several months. The Sheriff's office ran the plates and said it was abandoned. It is unclear what needs to happen next in order for it to be removed.

Mr. Hunt said that the lights on the community pier are on all night and asked if those could be put on a motion sensor. Mr. Barr will look into this.

Mr. Barr is asking for help in the spring to clean the Clubhouse deck and the new docks and then seal them. Mrs. Bracker suggested that Mr. Barr pick the dates when he will need help and Susan Malloy and Debbie Evans will post those for the community.

Mrs. Tupper pointed out that the notice board outside the Clubhouse needs painting and refreshing. Mrs. Barr volunteered to do this.

Mrs. Bracker asked if there was any more discussion; there was not and Ms. Cerar moved that the meeting be adjourned, Mrs. Barr seconded, the motion was approved by voice vote, and the regular meeting was adjourned at 1:50 pm.

Submitted by:

Lynne Cerar, Secretary