

**Valhalla Building 11 Association
Minutes of the Board of Directors Meeting
December 10, 2019**

I. ROLL CALL & CALL TO ORDER: The meeting of the Valhalla Eleven Association held December 10, 2019 at the Valhalla Party Room Recreation Center. Linda Castiglioni, President, presiding. A total of eight (8) owner units in attendance and five (5) owner proxies. A total of 54.1% (13 units/24 units total) percent for Building 11.

The meeting was called to order at 5:32 p.m. The following Owners were Present or Proxy as indicated below: **ATTENDING = X; PROXY = P**

	Unit 11 – Thomas DeWitz	X	Unit 21 – Ralph Hettig		Unit 32 – Michael Fatis & Nancy Fernrick
P	Unit 12 – Jennifer Wood (Jim Coon – Proxy)	X	Unit 22 – Pamela Dowd		Unit 33 – Felix Adekola
P	Unit 13 – Dustin Hookom (Linda Castiglioni – Proxy)		Unit 23 – Mozammel Gazi		Unit 34 – Logan Porcher
X	Unit 14 - Castiglioni		Unit 24 – Matthew Carpenter Unit 25 – James Stringer	X	Unit 35 – Christopher Robson
	Unit 15 – Coleman Weber	P	Unit 26 – Amir Taherkhanchi (Jim Coon – Proxy)		Unit 36 – Jennifer Dunn-Foster
X	Unit 16 – Joanna & Jim Coon		Unit 27 – Mario Jimenez & Dora L Delatorne		Unit 37 – Mei Yang & Husheng Ding
X	Unit 17 – Mark Schoennauer	X	Unit 28 – Mark Wodrich	P	Unit 38 – Ryan Manske (Jim Coon – Proxy)
P	Unit 18 – Satharina Taherkhanchi (Jim Coon – Proxy)	X	Unit 31 – Linda Castiglioni	X	Dan Bredesen Supervisor Maintenance - Valhalla X Stacy Wilhelm General Manager - Valhalla

II. Proof of Notice of Meeting sent out to Owners of Building 11.

III. Reading of the Minutes of Preceding Meeting or Waiver – 2018 Annual Meeting

C. Robson made a 1st motion to accept the 12/05/2018 Meeting Minutes as written and J. Coon made the 2nd motion. No further discussion. Motion carried.

IV. Report of Officers:

a. President's Report: Linda Castiglioni reporting. During the past year - 2019, the board has been doing their homework on many projects. The following projects have been completed during 2019. The following is not an all-inclusive list of all expenses for 2019.

- Vacuum for caretaker replaced; \$378
- Boiler Drain pipe break repaired; \$215
- Water Softener pipe break repaired; \$207
- Outdoor lights replaced; \$330
- Internet & phone set-up for new security entry- system replaced; \$424
- Tele-entry system replaced; \$3,136
- Knox box for keys for emergency services replaced; \$391

- Carpet Cleaned; \$604
- Fire alarm system replaced; \$14,597. In 2018's Annual Meeting, it was reported there was a City of Rochester Fire Code update and Building 11 was not in compliance with current fire codes (2018) because it was built in 1978-79. The City of Rochester Fire Marshall inspected Building 11 during the latter half of 2018.
- Structural Engineer opinion: \$14,000. A structural engineer was hired to assess the exterior of the building and gave an opinion of potential exterior repairs. The structural engineer opinion report was presented in the October 2019 meeting and is available on Valhalla's website. This is a fact finding exercise. The board is waiting on the draft construction scope of work documents from the structural engineer. The scope of the project has not been determined, at this time. No decisions have been made at this time. The board anticipates 2020 will be a year in refining the scope of work for the exterior repairs. It is expected this project will come back to the owners for discussion in 2020.
- Patio Walls Repaired; Units 26, 28 and 36; \$8,630
- Kitchen line cleared; Unit 16; \$192
- Building water pipe break & associated repairs (2018); paid in 2019; Unit 14; \$4,900
- Reserve (Cash) account study completed; \$1,000
- Water Softener replaced; \$4,000
- Legal Fees Paid – Unit 12; \$3,524
- Governing Documents; \$628 (Phase 1)
- Sidewalk Repaired; \$400
- Bobcat purchased – complex equipment – Building 11 share of total; \$4,200

b. Treasurer's Report: Valhalla General Manager – Stacy Wilhelm presented.

1. Discussed 2019 financial statement
2. Discussed Building 11 proposed 2020 budget

Total Building Reserves account as of October 31, 2019

Checking account = \$18,824 and Reserve account = \$230,352 for a total of \$234,629 cash.

Discussed Valhalla Complex Master Board Approved Budgetary items.

2020 Budget Reviewed: See the attachment reports for Building 11 Budget for 2020 for further details. Stacy Wilhelm and Board Members provided answers to questions asked by owners in attendance.

L. Castiglioni made a motion and C. Robson made a 2nd motion to accept the 2020 Budget for Building 11 with keeping the HOA monthly dues the same and have a one-time assessment of \$51.74 (4.12%); \$52.87 (4.21%); \$53.00 (4.22%). No further discussion. Motion carried.

A motion was made and seconded to have the Assessment due in full no later than February 28, 2020. Late fees will apply if assessment is not paid by due date.

c. Secretary: No report.

V. Reports of Committees – There were no other committees for Building 11 during 2019.

VI. Report of Manager – See General Manager Report Annual 2019 Report attached for more details.

VII. Unfinished Business: None

VIII. New Business

Additional Agenda items sent via email by Jennifer Wood – Unit 12. Jim Coon Unit 16 attended as proxy for Jennifer Wood Unit 12 and provided commentary to following agenda items.

- By-Law Changes. All 13 Valhalla HOA's, plus Master governing documents are in the process of being updated. There will be an open forum for owners to discuss the proposed By-Law updates to the governing documents with the attorney. All owners will be given an opportunity to review, give comments and vote on the updated governing documents. Draft By-Laws have not been received at this time. An owners' meeting will be scheduled once the draft is received.
- On-line Voting for policy changes. Owners who want to be more involved and vote on maintenance issues, budget items, policies and rule changes are encouraged to become a Director and be actively involved on the Board of Directors.
- Opportunity to record meetings. Written minutes are the formal record of the meetings. All minutes are in the public domain on Valhalla's website. Meetings will not be recorded.
- Online portal to share information. Owners who wish to be more directly involved are encouraged to become a Director. Owners are encouraged to attend meetings & speak during the open agenda time.
- Damages to Linda Castiglioni's units directly related to Building 11's broken water & sewage pipes within Building 11's infrastructure. Repairs made were to restore the units. The HOA has historically paid for repairs to restore owners' units directly related to broken water & sewage pipes within Building 11's infrastructure. For example, the HOA has paid for broken water pipe damages in other owners' units; Unit 16 (Jim Coon) & Unit 18 (Satharina Taherkhanchi).
- Purchase of parcel hub. Discussion followed. Referred to Recreational Area Management Board (RAMB) to be decided as a complex wide initiative.
- Enclosed patios discussion. Tabled until report for exterior building repairs and Board Meeting agenda item.
- Communications between Board of Directors, Construction Workers and Engineer. Tabled until Jennifer Wood Unit 12 is available to attend a Board meeting and articulate item.

In summary, owners are encouraged to become a Director on Building 11 Board of Directors if they want to be directly involved and informed on decisions of the Board of Directors and the overall Valhalla Complex.

- IX. Nominations of New Directors: Nominations from the floor: The following individuals were nominated for Director position for the Building 11 Board of Directors for a 3 year term: Jennifer Wood – Unit 12; Jim Coon Unit 16; Satharina Taherkhanchi Unit 18; Mark Schoennauer Unit 17; Amir Taherkhanchi Unit 26; Ralph Hettig Unit 21; and Ryan Manske Unit 36.

Nominations accepted by nominees: Mark Schoennauer Unit 17; and Ralph Hettig Unit 21

Nominations declined by nominees: Jennifer Wood (written) Unit 12, Jim Coon (verbal) Unit 16

Nominees not in attendance to accept or decline: Satharina Taherkhanchi Unit 18; Amir Taherkhanchi Unit 26; Ryan Manske Unit 36

- X. Election of New Directors: P. Dowd made a motion to accept the new directors as nominated and gave their verbal acceptance of nomination; J. Coon 2nd the motion. No discussion. Motion carried. Congratulations to the New Directors: *Mark Schoennauer Unit 17 and Ralph Hettig Unit 21..!*

- XI. Adjournment: C. Robson made a motion to end the meeting and a 2nd motion was made by J. Coon. Motion carried. **Meeting adjourned at 6:35 p.m.**

Minutes respectfully submitted: Pamela Dowd, Secretary

2020 Directors Meeting following Annual Meeting:

Meeting called to order at 6:36 PM. Linda Castiglioni, Pamela Dowd, Mark Wodrich, Chris Robson, Mark Schoennauer and Ralph Hettig were all present. Mozammel Gazi (Absent)

Meeting was to elect officers for 2020 board and approve Caretaker bonus.

Officers for 2020 are the following:

Chris Robson, President

Ralph Hettig, Vice President

Linda Castiglioni, Treasurer

Pamela Dowd, Secretary

- A motion was made and seconded to approve Building 11's Caretaker \$150 bonus for 2019. No discussion. Motion carried.
- A motion was made and seconded to remove Mozammel Gazi from Building 11's Board of Directors due to excessive absenteeism during term as Board Director. Discussion followed. Motion carried.
- Building 11 Representatives for Complex wide committees are as indicated below:
 - Master Board Representative: Chris Robson for 2020 for 3-year term
 - Recreational Area Management Board (RAMB): Ralph Hettig for 2020
 - Members of the Valhalla Management Association for 2020:
 1. Mark Schoennauer
 2. Mark Wodrich
 3. Pamela Dowd

R. Hettig made a motion to end the meeting and P. Dowd made a 2nd motion. No discussion. Motion carried.

Meeting adjourned at 6:58 p.m.

Minutes respectfully submitted: Pamela Dowd, Secretary