

**MINUTES OF THE MONTHLY MEETING
 MASTER BOARD OF DIRECTORS
 VALHALLA MANAGEMENT ASSOCIATION
 November 21, 2017**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held November 2017 at the Valhalla Recreation Center. Mike Fenske, Vice President called the meeting to order at 7:00 p.m. The following Directors were Present as indicated below:

Name & Assn.	Present Absent Sub	Name & Assn	Present Absent Sub
Delores Robertson, Assn 1	Present	Mike Chafee, Assn 9	Present
Mike Fenske, Assn. 2 Vice President	Present (serving as President of meeting)	Elaine Wiegert, Assn 10	Present
Brian Kroeger, Assn 3 President	Absent – David Carlson sub	Linda Castiglioni, Assn 11 - Secretary	Present
Mike Laude, Assn 4	Present	Bob Retzlaff, Assn 12	Present
Xavier Frigola-Baro, Assn 5	Present	Jim Iverson, Assn 12	Present
Louis Ohly, Assn 6	Present	Jan Bailey, Assn 15	Present
Laxman Rajput, Assn 7	Absent – Louis Ohly Sub	Wayne Jasperson, Assn 15 - Treasurer	Present
Jan Kauphsman Assn 8	Present	Stacy Hrtanek, General Manager Matt Brown, Supervisor	Present Present

- I. READING OF MINUTES: Minutes from the October 17, 2017 meeting were presented. A motion was made and seconded to waive the reading and to approve the minutes as written. No further discussion. Motion carried.
- II. TREASURER’S REPORT: Stacy Hrtanek reported October 2017 Delinquency Report – attached. Two units with previous liens have been sold and liens have been paid. One unit remains with a lien. Two owners have repayment plans and they are current. A motion was made and seconded to approve the preliminary 2018 Budgets for Buildings 1-15. No further discussion. Motion carried.
- III. STANDING COMMITTEE REPORTS
- a. Finance Committee. Wayne Jasperson reporting. No meeting in October/November 2017. Valhalla Complex financial health is significantly better than two years ago. Total cash approximately 1.2M.

- b. Building and Grounds Committee. November 1, 2017 meeting minutes attached. Discussion followed. A motion was made and seconded to approve minutes from the Building & Grounds Committee. No further discussion. Motion carried.
 - c. Pool and Recreation Building Committee. No meeting in October/November 2017.
 - d. Executive Committee. Mike Fenske – No meeting in October/November 2017.
 - e. Wage & Benefits Committee. Bob Retzlaff. No meeting in October/November 2017.
- IV. MANAGER’S REPORT: Stacy Hrtanek reported. See attached Manager’s Report dated November 21, 2017. All buildings’ preliminary 2018 budgets are complete. Annual meetings are scheduled for all buildings in December 2017. A motion was made and seconded to approve manager’s report. No further discussion. Motion carried.
- Next master board meeting scheduled for January 16, 2018. Election of officers will be determined at January 2018 meeting.
- V. MAINTENANCE DEPARTMENT REPORT: Matt Brown Supervisor reported. Removal of buckthorn around Building 1 and shop area completed by maintenance staff. Routine maintenance completed for snow removal equipment.
- VI. UNFINISHED BUSINESS: None
- VII. NEW BUSINESS: None
- VIII. ANNOUNCEMENTS: None
- IX. OPEN COMMENT TIME: Building 15 owner presented results of survey completed by Building 15 owners regarding their level of satisfaction with the current lawn & grounds vendor. Building 15 owner expressed concerns regarding current vendor leaving brush and tree debris for several days around building 15. Discussion followed. A motion was made and seconded to have the Executive Committee and Building & Grounds Committee review the current lawn vendor’s contract and meet with vendor to discuss options regarding services. Recommendations of joint meeting will be brought to the January 2018 Master Board meeting.
- X. ADJOURNMENT: A motion was made and seconded to adjourn the meeting. No further discussion. Motion carried. The meeting was adjourned at 7:27 p.m.

Respectfully submitted, Linda Castiglioni, Secretary

*General Manager's Report
November 21, 2017*

2018 Budgets & Annual Meeting

All the Associations have received their draft 2018 budgets. A big thank you to all of the Directors that helped me with this massive process!

Additionally, the Annual Meetings have been scheduled and notices have been mailed to the owners. The Annual Meeting is one of the most important functions of our condominium associations. The time and dates are also available on the website and Facebook.

Should an owner be unable to attend, please send the Office your proxy form. Within the form the owner has the choice to have the proxy designee count towards the quorum for roll-call purposes and/or allow them to vote on your behalf. However, it is your responsibility to ensure your proxy representative attends the Annual meeting.

I hope to see everyone in December at your Annual Meeting!

Reserve parking

If you had not contacted the office to keep your reserve parking space, we have assumed you do not want it. Maintenance is making the necessary changes, and the now available spots are open for Valhalla residents. Please contact the office if you are interested or for more details.

Regard,

Stacy Hrtanek