

VALHALLA ASSOCIATION 15 - BOARD OF DIRECTORS MINUTES

April 18, 2022 – 6 PM Valhalla Party Room

Welcome Directors & Guests: Christina Block, President. Called meeting to order at 5:55 PM. Request from floor to make changes to Agenda. Add to New Business. Resident complaints (smoking/security), Cable and Internet survey. *Motion was made and seconded to approve the agenda with additions. No further discussion. Motion carried.*

President's Report: Christina Block, President. Thanked the Board of Directors for their work over this past year. Consulted with several board members for feedback on how to improve the meeting process. Meeting protocols established: Board Directors do not interrupt others while they are speaking. Board Directors are to speak directly to the President and not directly to other Board Directors.

Vice President's Report: Jill Bailey, Vice President. In the spirit of increasing communication, VP will create a bi-monthly newsletter for Building 15 beginning May/June 2022. Propose scheduling social functions for Building 15 for 2022. FYI only: some Condo Associations in Rochester MN are having difficulties with sales due to financing challenges related to HOAs having repetitive excessive assessments and lawsuits. Discussion followed.

Treasurer's Report: Wayne Jasperson, Treasurer. As of 4/18/2022, Building 15's Current Balance = \$271,817. Reviewed necessity of special assessment for 2022 = \$105,841. Discussion followed.

Master Board Report: Pam Burton, Master Board Representative. April 19, 2022 is the 1st meeting for new master board representative. Building 15 Board requested Pam Burton distribute the Master Board's Agenda and Minutes to Building 15 Board of Directors prior to Master Board's next meeting. Discussion followed.

Secretary's Report: Linda Castiglioni, Secretary – Approval of March 2022 minutes. *A motion was made and seconded to approve the minutes as written. No further discussion. Motion carried.*

Recreational Area Management Board (RAMB) – Complex wide Valhalla Committee:

Linda Castiglioni, RAMB Representative for Building 15 - (Meeting April 14, 2022)

- Rochester Sand & Gravel – Contractor for complex wide Parking Lot Project has “punch list” items to complete. Punch list items are scheduled to be completed this spring/summer 2022. Work is for parking lots near buildings 1-12 and common areas only. Building 15 parking lot is not included in this work.
- G-Cubed architect firm designed the parking lot and associated drainage plans. Valhalla Management is having discussions with G-Cubed regarding design questions.
- Lawn spring clean-up with new grounds contractor has begun complex wide.
- Building 10 & 11 are requesting widening their driveways to the city curb. Request referred to the Buildings 10's & 11's HOAs for action. This is not a Valhalla complex decision or expense.
- Garbage enclosures for buildings 1-12 require maintenance. Valhalla maintenance to do repairs.
- Pool & Recreation areas. Work to prepare outdoor pool will begin as time and weather allows. Opening day for outdoor pool is scheduled for Friday May 27, 2022 - Memorial weekend.

Building & Grounds Committee Report (Building 15 only):

Linda Castiglioni, Chair Building & Grounds Committee – Building 15

- Minutes from Building & Grounds meeting on April 11, 2022 posted to Valhalla website. Interior Painting Project is on time and is projected to be completed by end of April 2022. Linda Castiglioni is the Project Manager for the Painting Project. Please direct questions and/or “punch list” items to Linda Castiglioni; 713-459-0289 or linda@akiens.org. Thank you.
- Request Board of Directors approval on the following:

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- ***Proposed** Refresh Flooring Project Phases – Linda Castiglioni
 - **Phase 1:** Define flooring Scope of Work – Entrance Areas: Porcelain Tile or other flooring types for entrance areas only. This is for research only. NO ETA for completion of research, bidding, and/or potential installation timeframes. Current carpet flooring has several layers of carpet glue on concrete subfloor. This glue must be removed prior to any type of new flooring installation. Note: PRIOR to any type of New flooring being installed, ALL existing flooring must be removed, and concrete subfloor must be properly prepped (glue removed, thin set grinded down, floors leveled, cleaned, etc).
 - Recommendation is to proceed with studying where to potentially install porcelain tile (white tile with hint of gray) and/or other flooring type(s), identifying type of floorings to install, how it will be installed, and prep work required to install flooring. Focus flooring installation on South/North Lobby entrances, lobbies, vestibules, and staircases from garage to South/North lobby areas only.

ACTION REQUESTED from Board of Directors: Approval to proceed with Phase 1

A motion was made and seconded to approve to begin “STUDYING” potential floor coverings and required floor preparation work for the following areas: South/North Lobby entrances, lobbies, vestibules, and staircases from garage to South/North lobby areas ONLY. NO ETA for completion of research (studying), bidding, and/or potential installation timeframes for Phase 1. Please see project plan for overall timelines for flooring project.

At this time, ALL other flooring areas are on HOLD. There are NO changes in the project timeline of 2023 for flooring installation. Discussion followed. Motion Carried.

On-HOLD - Define flooring Scope of Work – Phase 2 – Staircases/Hallways - TBD
On-HOLD - Define flooring Scope of Work – Phase 3 – Other Areas - TBD

- ***Proposed** Lobby area Accent Wall Décor/Protector – Linda Castiglioni
 - Recommendation is to proceed with purchasing wall samples to test durability and decide if samples will go with the new modern décor look before committee makes a final recommendation.

ACTION REQUESTED from Board of Directors: Approval to proceed with purchasing samples. *A motion was made and seconded to approve to purchase samples for potential wall décor/protectors for the lobby accent wall. Discussion followed. Motion carried.*

- ***Proposed.** Garage Storage Units Lottery –All Residents (including renters)/Owners are eligible for storage unit lottery.
 - Recommendation to make everyone with interior parking stalls eligible for the storage unit lottery. Storage units will be rented at no cost. Storage rooms located on 2nd, 3rd and 4th floors will be used for storage of maintenance items for Building 15 only. Policy will be changed to reflect these storage rooms are no longer available for individual use.

ACTION REQUESTED from Board of Directors: Approval to proceed with notifying everyone with interior parking stalls; they are eligible for the garage storage unit lottery. Storage units will be available at no cost. Storage rooms located on 2nd, 3rd and 4th floors will be used for storage of maintenance items for Building 15 only. Policy will be changed to reflect these storage rooms are no longer available for individual use.

A motion was made and seconded to approve all parking stalls in the middle section of the garage are eligible to submit their names for the storage units located on the north wall in the garage. Storage rooms located on 2nd, 3rd and 4th floors will be used for storage of maintenance items for Building 15 only.

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Policy will be changed to reflect these storage rooms are no longer available for individual use. Discussion followed. Motion carried.

All Residents/Owners/Renters who meet the criteria and are interested in using the storage units located on the north wall in the garage, please contact the Valhalla office to submit your name no later than **4 pm on Monday May 2, 2022**. Lottery drawing for four (4) open units will be on **Thursday May 5, 2022**.

Caretaker's Report: Deb Dahley, Caretaker Building 15. Partnering with Valhalla Maintenance to schedule parking lot, garage floor and garage drain cleaning. Communication will be sent out once schedule is known.

Welcoming Committee: Kay Aune/Jill Bailey. No new residents.

Other Unfinished Business:

- Fence Encroachment – Pending draft attorney letter, Chris Robson/Linda Castiglioni
Attempts to contact homeowner (2020/2021) has resulted in “no response” from homeowner. In January 2022, Board approved Valhalla’s attorney send a letter to homeowner requesting immediate removal of fence. Draft letter with edits returned to Valhalla’s attorney. Valhalla’s attorney will send letter to homeowner whose fence is encroaching onto Valhalla 15 Association’s property lines. Attorney letter will request homeowner remove their fence from Valhalla’s property in spring/summer of 2022; or Valhalla will pursue further legal action. Discussion followed.

New Business:

- 1) Master Board sent Cable and Internet survey to owners via electronic survey and hard copy. Spectrum (internet/cable) versus MetroNet internet (fiber optic cable) and DISH network TV. It was recommended a townhall meeting is scheduled for Building 15 to explain the proposals to owners prior to owners’ voting. Discussion followed. Townhall meeting on pause until Master Board meets on 4/19/2022 to discuss options of extending current Spectrum contract one more year or going forward with new contract(s).
- 2) *See something...Say Something*, Christina Block. If Residents/Owners see something, please say something, and submit a written compliant form to the Valhalla Office. Security of the building is critical, and it is imperative everyone reports issues immediately to the Valhalla Office.
 - A. Three violation letters were sent to Owners from Valhalla Office.
 - a. one smoking violation letter sent
 - b. two noise violation letters sent
 - B. One smoking violation reported at meeting. Written compliant form given to Valhalla Office.
 - C. Security issue in Building 15’s parking lot was reported at meeting. Incident occurred at 9 pm on Sunday 4/17/2022; visitor was leaving Building 15 and was near their vehicle when two men approached the visitor and asked for a ride. Visitor said “no” and quickly got into their vehicle. The two men then proceeded to go down the stairs towards Valhalla’s Recreation Center.
 - D. Owner reports an alleged unauthorized entry into their apartment via keyed entry sometime between the afternoon of March 23rd, 2022 and evening of March 30th, 2022. Owner reports no forced entry, and their apartment door was locked when they returned on March 30th. Owner reports someone played owner’s guitar and changed the guitar strings (guitar located in 2nd bedroom). Owner reports no other personal property was disturbed or missing. Rochester Police report filed by Owner. Valhalla Management notified. Owner requests apartment door is re-keyed and not have apartment deadbolt lock “mastered keyed” as the rest of the building. Owner requests other Owners within the building have a “key” to his apartment for emergency/maintenance issues. Owner reports this alleged incident did not occur during the time the apartment doors were open and being painted. There were hall monitors and

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several individuals watching the apartment doors while they were opened during the painting process. Board thanked owner for bringing this issue forward. Valhalla Management to followup with owner.

Open Comment/Feedback: Guests, Christina Block

Guests were asked if they wanted to say anything. Guest declined to comment.

I. What did you like about the meeting? No time to discuss. Tabled until next meeting.

II. What can we do to improve the meeting? No time to discuss. Tabled until next meeting.

A motion was made and seconded to end the meeting. No further discussion. Motion carried.

Meeting adjourned at 7PM.

Minutes respectfully submitted by Linda Castiglioni, Secretary

	X = Present		V = Present Video		A = Absent		
X	Kay Aune	X	Deb Dahley				
X	Jill Bailey, Vice President	X	Karla Dison	X	Guest: David Aries, Unit 101		Guest:
X	Christina Block, President	X	Wayne Jaspersen, Treasurer	X	Guest: Michael Huberty, Unit 115		Guest:
X	Pam Burton, Master Board Representative	X	Ed Prosser	V	Guest: Bobbie Jeanne Williams, Unit 400		Guest:
X	Kevin Castiglioni	X	Carol Sabatke		Guest:		Guest:
X	Linda Castiglioni, Secretary; Building & Grounds - Chair	X	Guest: Danette Anderson, Unit 111	X	Chris Robson General Manager Valhalla Assoc	X	Dan Bredesen Supervisor Maintenance Valhalla Assoc