

**Valhalla Building 15 Association**  
**Minutes of the Board of Directors Meeting**  
**January 15, 2018**

- I. Call to order – 6 PM in Unit 106. Linda Castiglioni, President, presiding. 2018 Board: Kay Aune, Jan Bailey, Wayne Jasperson, Ramona Digre, Jill Bailey, David Aries (absent).  
Owners present: Mary, Bobbi Jean, Mary Sorum
- II. Approval of Agenda. A motion was made and seconded to approve the Agenda as written. Motion carried.
- III. President's Report
- A. Master Board meeting follow up:
    - a. No Delinquent accounts in Building 15. Valhalla overall finances are in good standing.
    - b. There are plans to replace garage roofs for Buildings 1-12.
    - c. Incident last winter involving a Valhalla maintenance vehicle and a car (non-resident/non-owner) – Insurance company is handling.
    - d. Master Board will review and approve a Preventative Maintenance Plan for each Building. Subcommittee will be formed to develop this plan, they will review with each building's boards and present to the Master Board for approval.
    - e. Master Board will review, edit and approve the Long Range Planning Guide developed two years ago. A subcommittee will be formed to review and make recommendations.
    - f. Master Board will review, edit and approve proposed revised Valhalla Employee Handbook.
- IV. Secretary's Report– Approval of November 2017 Minutes- A motion was made and seconded to approve minutes as written. Motion carried.
- V. Treasurer's Report - Wayne Jasperson.
- A. 2018 Budget and special assessment was approved in annual meeting in December 2017. Letters went out to all owners regarding amounts and due dates. A schedule of when payments are due will be posted on the bulletin board by the mailboxes. The first installment payment for the Special Assessment is due March 31, 2018. Normal late Fees will apply if the installment payment is not paid within 10 days of the due date. This special assessment is in addition to the monthly dues paid.
- VI. Standing Committee Reports
- A. Caretaker Report –Kay Aune reporting—Caretaker of Building 15 requested a new extension cord for the vacuum. An extension cord was purchased. It is important the caretaker have the all the necessary supplies and equipment required to clean the building.
  - B. Building and Grounds
    - a. Electric heater in mailroom was replaced with a new heater. There are plans to replace the heater in the back hallway, as well.
  - C. Welcoming committee – Kay Aune. No new residents.
  - D. Decorating Committee – Jill Bailey—Special “Thank You” to Curly Huber for taking Christmas Decorations down.
- VII. Unfinished Business: All items tabled until February 2018 or as indicated.
- A. Safety- E. side lights, security cameras – Estimate on cameras \$4800; Tabled until next meeting.
  - B. Bids for caulking building – David Aries

- C. Bids for north & south building windows – David Aries
- D. Building & Grounds Committee – Building 15 - Lawn maintenance - Jill Bailey

#### VIII. New Business

- A. Resident concerns. There are Valhalla and Building 15 Resident Policies. All residents and owners are expected to follow these policies. The policies are available on Valhalla's website. If you wish to receive a hardcopy of these policies, please contact the Valhalla office. Please report non-compliance of policies to the General Manager – Valhalla Office. Thank you.

As a friendly reminder, please return all shopping carts to the garage within 30 minutes of use. Shopping carts left in the hallways are a Fire Code Violation and will result in fines from the City of Rochester Fire Marshall. More importantly, carts in the hallway can cause serious injury to one of our neighbors. Any resident and/or owner who leave a cart in the hallway will be held personally responsible for fines and/or injuries to others. Please return your shopping cart to the garage within 30 minutes of use. Thank you for your support.

Another friendly reminder, please ensure minors are supervised while in the common areas of the building. This is a safety issue for the individual minors, as well as, other residents and owners. Thank you for your support.

- B. Building 15's front glass door needs to be replaced. Bids from Bowman and K & M Glass have been received. A motion was made and seconded to approve the replacement door up to \$3,000. Motion carried.
- C. A 4<sup>th</sup> floor unit left water running in one of their sinks resulting in a few lower level units having water damages. This is an issue between the owners of these units. Individual home owners are required to carry homeowners' insurance for these types of incidents. Please ensure your insurance policies are up to date. Thank you.
- D. New Non-Smoking Policy is now effective. Smoking is no longer allowed in individual owner's units. Residents & owners may smoke 30 feet from the perimeter of the building. Please notify General Manager - Valhalla office for non-compliance.

#### **Next regular monthly meeting – February 19, 2018**

*Minutes respectfully submitted –Jill Bailey Secretary*