

Valhalla Building 15 Association
Minutes of the Board of Directors Meeting
November 20, 2017

I. Call to order – 6 PM in Unit 106. Jan Bailey, President, presiding. 2017 Board: David Aries, Kay Aune, Jan Bailey, Linda Castiglioni, Wayne Jasperson, Ramona Digre & Carol Sabatke.

Owners present: Jill Bailey, Mary Sorum, Bobbie Williams, Janet Baggenstoss

II. Approval of Agenda. Approval of agenda

Additions: heaters in mailroom & north entrance, branches on ground. A motion was made and seconded to approve agenda with additions. Motion carried.

III. President's Report

Master Board updates – October 2017 meeting.

- A. Audit in 2020 target for Valhalla Association.
- B. Annual meetings for all buildings will be in December 2017.
- C. Building 15 Annual Meeting on December 4, 2017 at 7 PM in the Party Room.

No smoking policy to begin on January 1, 2018. See Building 15 Revised Policies approved December 2016 (Valhalla Website). Please pay attention to Article XI, Section 11.8 regarding No Smoking in units and 30 feet from the building. These no smoking policies, rules and regulations are effective as of January 1, 2018. Reminder, any violations will be handled with the Master Board and fines will be assessed starting at \$50 per violation.

IV. Secretary's Report – Approval of October 2017 Minutes. A motion was made and seconded to approve as written. Motion carried.

V. Treasurer's Report - Wayne Jasperson. Current state: \$63K checking; \$168K reserves.

VI. Standing Committee Reports

- A. Caretaker Report –Kay Aune reporting. No report.
- B. Building and Grounds – Carol Sabatke. Replacement of current electric heater in mailroom will be approximately \$2500 (electric model). Discussion followed to look at alternative types (electric versus gas). Sabatke to follow up on written estimates for total cost to install and comparison on yearly operating costs. Heater question to be discussed at next regular meeting (January 2018). Questions regarding soft water costs. Discussion followed. No follow-up on soft water costs.
- C. Welcoming committee – Kay Aune. Kris & Roshelle Roozen & 2 children in Unit 206;
- D. Decorating Committee – Carol Sabatke. November 21 at 2:30 PM

VII. Unfinished Business:

- A. Safety- E. side lights, security cameras – Estimate on cameras \$4800; Table till 2018.
- B. Policy manual-distribution – Available on the Valhalla Website. If owners want a hard copy of manual, please contact the Valhalla office.
- C. Bids for caulking building – David Aries. Contract to be signed by Jan Bailey President. Work to be begin first quarter 2018.

- D. Bids for north & south building windows – David Aries – Contract to be signed by Jan Bailey President. Interior trim of windows to be selected by owner of unit.
- E. Landscaping around the driveway sign – Carol Sabatke & Wayne Jasperson. Finished and paid. Project completed.
- F. Building & Grounds Committee – Building 15 - Lawn maintenance - Jill Bailey reporting. Survey for lawn maintenance results – unsatisfied with overall maintenance with current vendor. Building & Grounds Committee is reviewing alternative vendors for the overall maintenance. General Manager is following up on the performance of the current vendor. Master Board Executive Committee and Building & Grounds will have a meeting with current grounds vendor to understand current contract and scope of work.
- G. 2018 Budget – Wayne Jasperson. 2018 Budget discussed overall, routine maintenance expenses, plus with caulking and replacing windows. Expected Special Assessment for next year approximately \$112K for the overall building. Each unit will be assessed this special assessment; quarterly payments – beginning March 31, 2018.
- H. Board election in December-End of term for Jan Bailey & Linda Castiglioni. Up to 12 board members may be elected.

VIII. New Business

- A. Resident concerns. Jill Bailey concerns in the building. Parking in garage – residents please pull through parking stall. Unit noise issues will be reported to office. Please refer to policy manual on noise hours.
- B. Northeast entrance heater may need a thermostat to regulate heat. Maintenance to be notified.

Next scheduled meeting date: December 4, 2017 – Annual Meeting

Next regular monthly meeting – January 15, 2018

Minutes respectfully submitted – Linda Castiglioni Secretary