

**MINUTES OF THE MONTHLY MEETING
 MASTER BOARD OF DIRECTORS
 VALHALLA MANAGEMENT ASSOCIATION
 March 20, 2018**

I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held March 20, 2018 at the Valhalla Recreation Center. President Brian Kroeger 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 Chaffee, Assn 9	Present
Mike Fenske, Assn. 2 Vice President	Present	Elaine Wiegert, Assn 10	Present
Brian Kroeger, Assn 3	Present	Linda Castiglioni, Assn 11 - Secretary	Present
Mike Laude, Assn 4	Absent – Judy Ohly	Bob Retzlaff, Assn 12	Present
Dana Petron, Assn 5	Absent - Mike Chaffee	Jim Iverson, Assn 12	Present
Lou Ohly, Assn 6	Present	David Aries, Assn 15	Present
Skye Davis, Assn 7	Present	Wayne Jaspersen, Assn 15	Absent - Carol Sabakte
Jacob Petersen, Assn 8	Present	Stacy Hrtanek, General Manager MattBrown Judy Ohly, Treasurer	Present Present Present

II. READING OF MINUTES: Minutes from the February 20, 2018 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.

III. TREASURER’S REPORT: Stacy Hrtanek reported. March 2018 Delinquency Report – attached. 3 out of the 5 delinquent accounts are due to the ACH change. The office is working with these owners to update their payment settings within Propertyware. One account will be sent to the attorney for collection. Approximately \$5200 is delinquent for the overall complex.

IV. STANDING COMMITTEE REPORTS

- A. Finance Committee. Judy Ohly reporting. No meeting in March. Next meeting April 12th at 4 pm.
- B. Building and Grounds Committee. Mike Chaffee reporting. Minutes from February 22, 2018 meeting attached. Committee recommends a multi-year plan for ash tree removal

throughout the complex (5 trees/yr = 35 total). Trees will be marked with an orange ribbon for removal. Trees showing disease will be removed ahead of schedule. Please refer to map of 2018's tree removal under the "News" tab on Valhalla's website.

Removal of trees criteria: storm damaged, encroachment on buildings, encroachment on newly planted trees, trees located over asphalt (removal required for new parking lot installation), trees the city marks as infested with ash borer. Lowest quality trees will be removed first. If possible, tree removals will be distributed throughout the complex.

Pruning of trees criteria: storm damaged, encroachment on buildings, risk of failure and young trees to develop properly.

Committee recommends buildings select interior paint colors from three paint samples in the office. Buildings may select their own paint colors, as well. Buildings are to ensure the office has the specifications of the paint colors used in their specific buildings to ensure the maintenance staff may perform repairs, as needed.

Committee recommends Chandler Roofing & Construction Option 1 for the garage roof replacements. Work to begin this spring/summer 2018. New garage trim color (tan) will be the same as on buildings. Discussion followed regarding the specifics of bid proposal. A motion was made and seconded to accept the committee recommendations. Motion carried.

- C. Pool and Recreation Building Committee. Meeting scheduled for March 29, 2018.
 - D. Executive Committee. Brian Kroeger – President. Minutes from February 20, 2018 meeting attached. Two hearings and one appeal were heard. Committee recommends no fines for hearings and fine to stand for appeal. A motion was made and seconded to accept the committee recommendations. Motion carried.
 - E. Wage & Benefits Committee. Bob Retzlaff. No meeting in March 2018. No meeting scheduled.
 - F. Landlord Policy Ad hoc Committee: Mike Chaffee reported. March 16, 2018 Minutes attached. Draft of policy changes were sent to Master Board prior to this meeting. A motion was made and seconded to approve proposed changes as written. Discussion followed. Motion not carried. A motion was made and seconded to send concerns back to the committee to reconsider and present to the Master Board again in 2018. Motion carried.
- V. MANAGER'S REPORT: Stacy Hrtanek reported. See attached Manager's Report dated March 15, 2018. Website changes – please see Valhalla's website. New "Resident" tab has information for residents including, but not limited to, trash, security, laundry rooms and amenities. Home page has committee dates and social events. Communication to residents and owners will be sent via email or paper. Please ensure the office has your most recent email and physical addresses.
- VI. MAINTENANCE DEPARTMENT REPORT: Matt Brown reported plumbing contractor has begun work on buildings' backflow preventers. Main outdoor pool drain needs to be replaced

every five years. Cost will be \$2100 for 2018. A motion was made and seconded to approve the expense for the pool. Motion carried.

- VII. UNFINISHED BUSINESS: None
- VIII. NEW BUSINESS: Brian Kroeger – President requested New Business from floor. None presented.
- IX. ANNOUNCEMENTS: None
- X. OPEN COMMENT TIME: None
- XI. ADJOURNMENT: A motion was made and seconded to adjourn the meeting. No further discussion. Motion carried. The meeting was adjourned at 8:04 p.m.

Respectfully submitted, Linda Castiglioni, Secretary

These minutes are the unofficial minutes of the March 20, 2018 Board of Directors meeting. The minutes have not been approved and are subject to be amended at the next Board meeting. These minutes are for information only.

*General Manager's Report
March 15, 2018*

Website Remapping & Email Notification

The office has been tweaking Valhalla's website information, so our visitors can find just what they need. Our goal is to make each building's page their one stop shop with all related policies, board members, and minutes. We have also added two new tabs, "New Resident" and "Landlord & Rentals." The "New Resident" tab contains all the major topics covered in Valhalla's orientation. Topics include trash, security, laundry rooms, and amenities. The "Landlord & Rental" tab is being worked on as the Landlord Polices Committee progresses. More updates to come.

Additionally all Master Board, committee, and social events will be posted under the upcoming events on our home page.

We will also be utilizing email through our Propertyware software to better distubute building notices and other communication from Management. If you do not have email there is no need to worry, we will also continue with paper notices.

Ash Tree Removal

Courneya Horticulture and Maintenance have decided on 5 ash trees to be removed in 2018. These trees have marked with an orange ribbon and are located near Buildings 1, 2, and 5. Buildings 1 and 2 have had their trees removed on March 15th and Building 5 is scheduled for March 22th. Notices have been posted in the buildings, as well as the website and Facebook. The two remaining marked trees near Building 12 will be scheduled for removal this fall. For more details and to see a map of 2018's tree removal look under our "News" tab on the website.

Upcoming Social Events

Sip & Paint..... March 23 @ 630pm
Ladies Day Out..... April 28th @ 1-4pm
Muffins with Mom..... May 12th @ 9-11am
Donuts with DadJune 16th @ 9-11am

Respectfully,
Stacy Hrtanek