

Valhalla Fifteen Association – Board of Directors

Minutes

April 15, 2024 – 6:00PM – Unit 106

Call to Order: President Jill Bailey called the meeting to order at 06:00PM.

- **Welcome:** Welcome Board of Directors and guests. Thank you, Jan Bailey (Unit 106), for hosting the meeting.
- **Approval of Agenda:** Motion by Wayne Jasperson and seconded by David Aries to approve agenda. No discussion. Motion carried.
- **Approval of Minutes:** The following draft meeting minutes were distributed to the board on 04-01-2024. There were no corrections suggested in the interim.
 - February 26, 2024 Board of Directors Meeting. Motion by Kay Aune to approve minutes as written and seconded by Pam Burton. No discussion. Motion carried.
 - March 18, 2024 Board of Directors Meeting. Motion by Kay Aune to approve minutes as written and seconded by Pam Burton. No discussion. Motion carried.
- **Officer and Committee Reports:**
 - President's Report: Jill Bailey
 - Mr. Chris Robson resigned as General Manager. Suggest purchasing a farewell gift from Building 15.
 - Motion by Danette Anderson to purchase a \$300 gift card as a farewell/thank you gift for Mr. Chris Robson and seconded by Pam Burton. Discussion regarding opportunity to provide a card and personal notes of appreciation from the board, gift amount, and recommendation to split the motion into question of purchasing a gift and question of gift amount. Danette Anderson and Pam Burton accepted recommendation to amend motion.
 - Amended motion by Danette Anderson to purchase a farewell/thank-you gift for Mr. Chris Robson and seconded by Pam Burton. No discussion. Motion carried
 - Amended motion by Pam Burton for the gift card amount to be \$300 and seconded by Danette Anderson. Discussion included that amount is appropriate for the role and comparable to previous staff gifts. Motion carried.
 - Vice-President's Report: Christina Block – No Report; thank you to board members for serving
 - Treasurer's Report: Wayne Jasperson – W. Jasperson joined briefly by telephone.
 - Reserve Account Balance as of 04-15-2024: \$168,000
 - Operating (Cash) Account Balance as of 04-15-2024: \$114,000
 - Total Reserve and Operating Balance as of 04-15-2024: \$282,000
 - Flooring was paid in full; remaining interior project items of paint touch-up and furniture to be paid from reserve funds.
 - Transfer of excess V15 operating funds to V15 reserve account and standard monthly transfer from V15 operating account to VMA operating account remain behind due to new software implementation, changes in VMA office staff, and process changes recommended by Master Board. Accounts will be updated by next meeting.
 - Committee Reports
 - Master Board Representative: Jill Bailey
Next meeting Tuesday, April 16, 2024. Work on indoor pool continues with anticipated reopening end of April 2024; watch Valhalla website for updates. Men's sauna repaired and fully operational. Master Board awaiting building to complete annual meeting of owners before Master Board annual meeting and officer elections.
 - RAMB Committee Representative: David Aries
Tree committee working on replacement of trees lost to storms and disease. Pool committee working on updated policies to align with state and local regulations and will then update signage accordingly. Recommendation will be presented to the Master Board to hire pool supervisors for weekends 1pm-dusk

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and holidays. Committee formed to explore remodeling the party room in the future including refreshed interior and appliances; long-term project.

- Welcoming Committee: Kay Aune/Jill Bailey

No additional resident changes since March. Unit 406 sold and closing 04-16-2024. Unit 305 on the market as of 04-12-2024.

- **Maintenance Update:** Jill Bailey

- Flooring Update: Mohawk team scheduled to return April 22 or 24, 2024, to complete flooring in stairwells. The team is working on another project in Rochester and will work on Building 15 concurrently. We will communicate their arrival date and which stairwell will start when confirmed. Once flooring is complete, Sorenson & Sorenson will do touch-up painting. Corner guards will be installed after touch-up painting. Recommend, should Mohawk have delays with the other project in Rochester, that we stand firm on a completion date for the Building 15 project.

- **Unfinished Business:**

- Building 15 Parking Lot – Seal Coat and Striping – pending updated bids; VMA soliciting bids
- Lawn Repair Between Transformer and Entry – hold; review after aeration and fertilization; seek a recommendation from Mr. John Mitchell
- Intercom System – hold; review after installation in Building #1 or #11
- Painting Exterior of Building 15 – hold; review after other priority projects
- Garage Wall Protectors
 - Motion by Danette Anderson to table action on removing existing garage wall protectors or choosing and installing new garage wall protectors and discuss an overall garage improvement plan after higher priority projects are completed. Seconded by Pam Burton. Discussion: Topic arose from a homeowner request that appears to be resolved. There are other high priority projects that need attention. Garage is currently clean, safe, and functional. If there is a need to improve safety, function, or appearance it can be considered as a larger project at a later date. The entire garage is a common area per governing documents; owner requests may still be considered by the board on a case-by-case basis. Motion carried.
- Lobby Furniture
 - Carol Sabatke presented a proposal for lobby furniture created by a professional interior designer at HOM Furniture. Designer visited the lobby for measurements, flooring/wall color review, and photos. Designer considered accessibility, building codes, proportionality, color palette, and commercial grade for durability and cleaning. Proposal includes a small sofa, two chairs, one side table, table lamp, floor lamp, and a bench for the front lobby and a larger bench for the back lobby. Carol Sabatke, Pam Burton, Jill Bailey, and Danette Anderson visited HOM to view products in person. Recommend canvas wall art for ease of installation and minimal impact on wall/paint; however, wait until furniture is delivered before choosing wall art. Final total \$6659.09 includes a 15% discount as part of a current sale, delivery charge, and sales tax. Motion by Wayne Jasperson to approve lobby furniture proposal by HOM Furniture interior designer presented to the board and proceed with purchase. Seconded by Pam Burton. Discussion: Recommend waiving requirement for multiple bids due to limited vendors of quality commercial grade furnishings with a reasonable price. Furniture will take several weeks to arrive once ordered. Discussed avoiding further delays; residents have not had furniture in the lobby since December 2023. Jill Bailey called for vote by show of hands. Jill Bailey, Carol Sabatke, Pam Burton, Wayne Jasperson, David Aries, Kay Aune, Danette Anderson – Yes; Christina Block, Kevin Castiglioni – No. Motion carried.

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- **New Business:**
 - Fire Door Replacement: Discussion initiated by Kevin Castiglioni regarding board review and approval of replacement fire doors. Fire doors were included in the interior refresh project and are now installed. Doors are very similar to the previous doors and meet building codes for fire protection and accessibility. Replacement was important for fire safety of all residents and for maintaining City of Rochester rental licenses.
- **Next Regular Board Meeting:** Monday, May 20, 2024, at 6:00PM, in Unit 106.
- **Discussion from the Floor:**
 - Report from owner that the 2nd floor fire door by the elevators is heavy to open and closes too quickly for residents who may use a walker, oxygen tank, or wheelchair. Jill Bailey will contact Maintenance to adjust the door.

Adjournment: Meeting adjourned at 07:18PM

Attendance:

X	Jill Bailey, President	X	Carol Sabatke, Director
X	Christina Block, Vice-President	X	Kevin Castiglioni, Director
X	Danette Anderson, Secretary	X	Kay Aune, Director
X	Wayne Jasperson, Treasurer	X	Mary Munnis, Unit 210
X	David Aries, Director	X	Jan Bailey, Unit 106
X	Pam Burton, Director	X	Linda Castiglioni, Units 104, 206, 209, 211, 306, 307, 405

X = Directors and Guests Present A = Directors Absent

Respectfully submitted,
Danette Anderson, Secretary

05-20-24 – Minutes approved by Valhalla Fifteen Association Board of Directors