

# Valhalla Fifteen Association – Board of Directors

## Minutes

June 17, 2024 – 6:00PM – Unit 106

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

- **Welcome Directors and Guests:** Thank you Jan Bailey (Unit 106) for hosting the meeting.
- **Approval of Agenda:** Motion by Wayne Jaspersen and seconded by David Aries to approve agenda. No discussion. Motion carried.
- **Approval of Minutes May 20, 2024:** Distributed to the board for review on 06-04-24. No requests for additions or corrections received. Motion by Kay Aune to approve the minutes as written and seconded by Wayne Jaspersen. No discussion. Motion carried.
- **Officer and Committee Reports:**
  - President's Report: Jill Bailey – None
  - Vice-President's Report: Christina Block
    - No report; thank you Jan Bailey for permitting the board to use Unit 106 for meetings and making meetings more accessible for owners.
  - Treasurer's Report: Wayne Jaspersen
    - No updates due to VMA office continuing to catch up on financial transactions and transition to new financial management software. Continued stable financial status similar to previous months.
  - Committee Reports
    - Master Board Representative: Jill Bailey  
Discussed updated pool rules and regulations. Residents continue pouring too much water on sauna heating units; men's sauna is again damaged. VMA continues to explore signage and communication to prevent damage. The June 18 Master Board meeting will focus on the master insurance policy due at the end of June and the accounting firm recommended to bring VMA financials up to date and finish the transition to new software. VMA is aware there are items missing from the VMA web site. The new web site was inaccurate during office personnel transition. VMA is working on corrections and updates; please be patient as they work through web site updates among other high priority tasks.
    - RAMB Committee Representative: David Aries  
Discussed a variety of projects including seal coating the parking lots, railings in need of repair, concrete work needed between Buildings 9-10, upcoming required to maintain pools and recreation area, required updated supplies and equipment for pool cleaning (must be done by the end of 2024 by state mandates), gas line repairs to grills, fitness floors, and sauna repairs as noted. Discussed budgets and funding with more information to come as projects are prioritized.
    - Welcoming Committee: Kay Aune  
New residents include Unit 104: Emma and Celina; Unit 303: Cullen Kittmans; Unit 305: Betty Molina; Unit 406: Daniel Block (through December 2024). Unit 300 pending foreclosure.
- **Maintenance Update:**
  - Interior Project Update – Jill Bailey
    - Furniture scheduled for delivery the week of June 24 pending final delivery notification from Hom Furniture.
    - There is an issue with the treads on the stairs coming loose; they are marked with blue tape. In discussions with Mohawk regarding warranty/repair.
    - Touch-up painting was completed. However, a recent move-in caused damage to the walls on third floor and stairwells. Sorenson & Sorenson charge is \$135/hour; in some cases, if there is not enough paint to match, must paint an entire wall. Discussed an ongoing paint touch-up schedule to keep interior. Discussed a potential policy for damages/fees or move-in fee.
    - Motion by Danette Anderson and seconded by Christina Block to schedule quarterly paint touch-up with Sorenson & Sorenson using building upkeep funds. Discussion recommended starting with quarterly

inspection and touch-up only if needed. Revisit in approximately six months to adjust frequency of touch-ups if needed. Motion carried.

- Policy for damages/fees or move-in fee tabled pending additional research and discussion.
- Motion by Christina Block and seconded by Kay Aune that the President draft a letter to the unit owner alerting them of damages and requesting funding for two hours of touch-up painting. Discussion included recommendation of a conversation with the owner prior to sending a letter and making motion more general. Motion amended by Christina Block and seconded by Kay Aune that the President communicate with unit owners in the event of damage to the building regarding repair. No further discussion. Motion carried.
- Corner guards to be marked and installed by Maintenance.
- Upcoming Projects – Jill Bailey
  - Garage draining cleaning scheduled for Monday, June 24, 2024, and garage sweeping and washing scheduled for Tuesday, June 25, 2024. VMA will send a reminder regarding the project and moving vehicles.
  - Parking lot seal coating and striping pending date confirmation with Rochester Sweeping Service.
  - Sodding between transformer and entry pending schedule in late June or early July, weather dependent, with Custom Retaining Wall.
- Other – Jill Bailey
  - Recycling dumpsters are for mixed recycling, including cardboard, in both bins. Please no plastic bags of any kind in recycle bins. If plastic bags are used to transport recycling, please empty recycling into the bin and discard the plastic bag in the round trash can.
  - Plastic bags can still go down the trash chute; please make sure they are tied securely. Unsecured bags cause spills in the trash room that lead to odors, flies, and other pests.
  - Plunkett's recently treated building exterior and interior common areas for bugs and pests, but it will not be as effective if there are continued spills in the trash room.
  - Recent storms caused a tree to fall into the parking lot near the flag pole and two large branches requiring removal. A tree from Building 15 property on the hill fell in the backyard of a home on Valkyrie Drive. Maintenance verified with property markers the tree is from Building 15 property and is requesting bids for removal. Jill will check insurance coverage and verify deductible.
- **Unfinished Business:**
  - Intercom System – hold; review after installation in Building #1 or #11
  - Painting Exterior of Building 15 – hold; review after other priority projects
  - Review Future Capital Improvements and Reserve Study – hold; review after distribution of reserve study
  - Erosion Near Stairs to Rec Area
    - Jill obtaining recommendations. May need to install rock to prevent further erosion at the top of the stairs. Due to snow plowing and salt, landscaping is unlikely to survive. RPU is still working on parking lot light repairs and the connector box is located in that area; unable to proceed with remediation until RPU is finished. May be able to utilize excess rock from a separate VMA project.
- **New Business:**
  - Buckthorn Encroachment – K.Aune

Recommend that buckthorn be mitigated yearly for at least three years. Keep on project list to assure it is addressed within the appropriate timeframe and that all mitigation steps are completed.
  - July Meeting – J.Bailey

Consider canceling July meeting and keep regular meeting in August. Motion by Danette Anderson and seconded by Wayne Jaspersen to cancel the July 15 meeting and reconvene for the regular meeting scheduled on August 19, 2024. Discussion: Skipping July meeting will allow financials to be updated, upcoming projects to get underway, and policies researched. Motion carried.
- **Next Regular Board Meeting:** Monday, August 19, 2024, at 6:00PM, in Unit 106.

- **Discussion from the Floor:**
  - Question regarding temperature in the hallways; is it too cool. Maintenance noted the temperature is set the same as past years. Frequent adjustments cause additional cost and monitoring.
  - Question regarding additional patio furniture. Consider adding another bench or additional chairs and a table. Add to a future agenda and budgeting.
- **Adjournment:** Meeting adjourned at 07:15PM

**Attendance:**

X	Jill Bailey, President	X	Jan Bailey – Unit 106
X	Christina Block, Vice-President	X	Linda Castiglioni Units 104, 206, 209, 211, 306, 307, 405
X	Danette Anderson, Secretary	X	Bobbie Jeanne Williams – Unit 400
X	Wayne Jaspersen, Treasurer	X	Cynda Tischer – Unit 407
X	David Aries, Director	X	Sara King – Unit 312
EA	Pam Burton, Director		
EA	Carol Sabatke, Director		
X	Kevin Castiglioni, Director		
X	Kay Aune, Director		

X = Directors and Guests Present EA = Directors Absent (Excused) UA = Directors Absent (Unexcused)

08-19-24 – Minutes approved by Valhalla Fifteen Association Board of Directors