Master Board of Directors Meeting
Valhalla Management Association
Minutes
September 15, 2026 – 7:00PM – Valhalla Party Room

1. **Call to Order and Roll Call**: The Master Board of Directors meeting on September 15, 2026, was called to order at 7:00PM by President Kate DeVries.

Attending = X Absent = A

X	Assn 1-Kate DeVries	X	Assn 7-Muthuvel Jayachandran	X	Assn 15-Jill Bailey
X	Assn 2-Brian Kroeger	X	Assn 8-Jan Kauphusman	X	Appointed-Danette Anderson
A	Assn 3-Kathy Schwartz	X	Assn 9-Kurt Beaver/Christian Miksanek	X	Appointed-Jim Iverson
X	Assn 4-Dubravka Stupar	X	Assn 10-Siena Damayanti	X	Appointed-Michael Chaffee
X	Assn 5-David Kinneberg	X	Assn 11-Linda Castiglioni	X	Jill Bailey-General Manager
X	Assn 6-Kathryn St. Claire	X	Assn 12-Tim Rasmussen	X	Guest-John Beatty

2. **Reading of Minutes**
   a. Motion by Muthuvel Jayachandran and seconded by Brian Kroeger to waive the reading and approve the July 21, 2026, Master Board meeting minutes as written. Motion carried with all present in favor.

3. **Renew Approval of Nominated/Appointed Master Board Directors**
   a. Danette Anderson – Building 15. Motion by Jim Iverson and seconded by David Kinneberg to renew appointment as Master Board Director. Motion carried with all present in favor.
   b. Jim Iverson – Building 12. Motion by Danette Anderson and seconded by Brian Kroeger to renew appointment as Master Board Director. Motion carried with all present in favor.
   c. Michael Chaffee – Buildings 1, 5, 9, 10. Motion by Kurt Beaver and seconded by David Kinneberg to renew appointment as Master Board Director. Motion carried with all present in favor.

4. **Election of Officers**
   a. President
      Call for nominations from the floor: Kate DeVries nominated by Linda Castiglioni. Nomination accepted. No other nominees presented. Nominations closed. Kate DeVries elected President with all present in favor.
   b. Vice President
      Call for nominations from the floor: David Kinneberg nominated by Kurt Beaver. Nomination accepted. No other nominees presented. Nominations closed. David Kinneberg elected Vice President with all present in favor.
   c. Treasurer
      Call for nominations from the floor: Muthuvel Jayachandran nominated by Brian Kroeger. Michael Chaffee nominated by David Kinneberg. Nominations accepted. No other nominees presented. Nominations closed. Vote taken by written ballot. Michael Chaffee elected with a majority of written votes.
   d. Secretary
      Call for nominations from the floor: Danette Anderson nominated by Brian Kroeger. Nomination accepted. No other nominees presented. Nominations closed. Danette Anderson elected Secretary with all present in favor.

5. **Reports of Officers**
   a. 2025 President – Kate DeVries
      i. Thank you Directors and Officers for serving on the Master Board.

b. 2025 Vice President – Kurt Beaver
   i. Thank you for the opportunity to serve as a Director and Officer on the Master Board.
   ii. Introduced and welcomed Christian Miksanek as the Building 9 Master Board representative.
c. 2025 Treasurer – Muthuvel Jayachandran – No Report

6. Standing Committee Reports

a. Executive Committee – 2025 Chair, Kate DeVries
   i. Discussed upcoming changes to Minnesota HOA statutes and preparations required for compliance.
b. RAMB – 2025 Chair, Kate DeVries
   i. RAMB welcomed several new representatives. Discussed the function and scope of RAMB as an advisory committee to identify, discuss, investigate, prioritize, and recommend common area improvements and repairs to the Master Board.
   ii. RAMB will review the VMA Reserve Study and develop a project plan for 2027 and 2028.
c. Finance Committee – 2025 Chair, Muthuvel Jayachandran
   i. New Treasurer will review and report on 2026 VMA Year-to-Date Budget to Actual and work with President on restructuring the Finance Committee.

7. Ad Hoc Committee Reports

a. Resident Policies Ad Hoc Committee – Danette Anderson
Committee has met regularly to combine, update, and modernize the General Resident Policies and additional building policies and verify compliance with governing documents, existing MN statutes, and upcoming new MN statutes governing HOAs. Next steps include review by the Master Board for a 2-week comment period and legal review. The updated resident policies must be adopted at a meeting of members.
b. Long-Range Strategic Planning Ad Hoc Committee – Michael Chaffee
Committee met twice to begin generating ideas and narrowed the focus to five major areas. The group will now begin filling in details, gathering additional information, and seeking feedback from a variety of stakeholders.
c. Pool Area Ad Hoc Committee – Kate DeVries
Committee met once to discuss scope and identify the additional information needed for Master Board decision-making. Kate DeVries asked for feedback from the Master Board. Suggestions included reviewing the overall Recreation Area, investigating the attributes and amenities that residents want now and in the future, and visualizing the next 5-10 years. A SWOT analysis suggested to begin gathering data.

8. General Manager Report – Jill Bailey

a. Deferred to proceed to new business.

9. Unfinished Business

a. None

10. New Business

a. Attorney John Beatty joined the meeting to address:
   i. Brief highlights of upcoming changes to MN statutes regarding HOAs (SF1750)
      1) Must seek, and document attempts to do so, at least three competitive bids for projects over $50K.
      2) Conflict of interest, both direct and indirect, when voting on awarding bids must be disclosed and documented; Directors with conflict of interest must recuse themselves from the vote.

3) Partial payments for HOA fees must be accepted.
4) Caps on some fines for violations.
5) Changes to rules and regulations require at least 21-day advance notice.
6) Attorney's fees and damages may be awarded for violations of the MN Safe at Home program that protects personally identifiable information for victims of domestic violence or stalking.

ii. Records Requests and Resident/Owner Data Privacy
1) While owners and directors are entitled to some association records as stated in MN statutes and association governing documents, the scope and method of access may be restricted and must be balanced with resident/owner privacy.
2) Owners must specifically identify the records they are seeking and must have an identified business need for the records.
3) Associations are not obligated to provide resident/owner contact information to other residents/owners.
4) Recommended best practice is to develop standard records request, confidentiality, and information use policies and procedures that comply with MN statutes and association governing documents and can be applied uniformly to all records requests.
5) Recommend considering generic emails/contact mechanisms for Directors. Recommend using blind copy (bc) when communicating via email with residents/owners on voluntary email lists.

iii. Emergency Access to Units
1) Confirmed MN statutes state that owners must allow immediate access in the event of an emergency to preserve and protect property, even if this means disabling ancillary locks. Discussion included recommendation to add to resident policies that residents cannot change locks or must provide VMA with a key or key code for emergency access. If unable to contact owner, best practice is to alert police that maintenance must make emergency entry to the unit to preserve and protect property.

iv. Building Association Membership in Valhalla Management Association (VMA).
1) A Building 7 owner asserts that all associations that updated and amended their governing documents (Articles of Incorporation, Declarations, and Bylaws) in doing so revoked membership in VMA leaving Building 7 as the sole remaining member of VMA.
2) Evidence does not support that any individual association terminated the relationship with VMA and continue to be members of VMA. Simply amending the governing documents alone does not terminate the relationship; termination requires an intentional and documented process as outlined in both VMA Bylaws and individual association declarations.
3) The misunderstanding may arise from terminology in updated declarations that refer to "Valhalla Master Association" instead of "Valhalla Management Association." Despite the inconsistent terminology, all individual associations remain members of VMA.

11. Owner Speaker Request

a. Master Board heard an owner request regarding an associations records.

12. Adjournment: Motion: J.Iverson 2nd: M.Jayachandran Meeting Adjourned: 7:58PM

Respectfully Submitted,
Danette Anderson, Secretary

10-20-26 - September 15, 2026, minutes approved by Valhalla Master Board of Directors