

Master Board of Directors Meeting  
Valhalla Management Association  
March 18, 2025  
MINUTES

ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors of March 18, 2025, was held in the Valhalla Party Room. The meeting was called to order at 7:00 p.m. by President Kate DeVries.

Attending = X

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	Jill Bailey-General Manager - Valhalla
X	Assn 3-Kathy Schwartz	X	Assn 9-Kurt Beaver	X	Guest – Jason Dietz Maintenance Supervisor
X	Assn 4-Dubravka Stupar	X	Assn 10-Linda Castiglioni		
X	Assn 5-Krista McGowan	X	Assn 11-Brian Snow Proxy-Linda Castiglioni		
X	Assn 6-Derick Behrends	X	Assn 12-Jim Iverson		

**II. READING OF MINUTES:**

- Motion by Brian Kroeger and seconded by Kathy Schwartz to waive the reading of the February 25, 2025, minutes with one correction. Motion passed.

**III. REPORTS OF OFFICERS:**

- President – Kate DeVries: No Report
- Vice President – Krista McGowan: No Report; multiple questions regarding responsibilities and qualifications of the Treasurer role.
- Treasurer – Brian Kroeger:
  - Deferred to General Manager Jill Bailey for report:
    - Sara is near completion of detailed accounting review in preparation for budgets and transition to Yardi
    - VMA budget nearly complete and will be ready for Master Board review next week
    - Transition to Yardi will begin March 20-21, 2025
    - Mortgage lenders are scrutinizing documentation; risk of mortgage denial due to scarcity of building board of director meetings, minutes posted, and lack of 2025 budgets
  - Motion by Brian Kroeger and seconded by Kathy Schwartz to remove Krista McGowan as Vice President. Discussion noted Master Board bylaws permit removal of an officer with or without cause and included concerns regarding Building 5 and concerns with disruption

from removing an officer close to annual meeting. Motion passed with all in favor except three votes no.

- Motion by Jim Iverson and seconded by Kathy Schwartz to nominate Kurt Beaver as Interim Vice President. Master Board bylaws require immediate election of a successor. No discussion. Motion passed with all in favor except two votes no and one abstain.

#### IV. STANDING COMMITTEE REPORTS:

- Executive Committee: Chair - Kate DeVries: No meeting.
- RAMB: Chair - Kate DeVries: No meeting.

#### V. MANAGER/ MAINTENANCE REPORT: General Manager - Jill Bailey:

- Jason Dietz, Maintenance Supervisor, provided an update regarding multiple projects:
  - Josh passed his boiler licensing requirements; all maintenance technicians are now licensed for boilers
  - Pool skimmers ordered
  - Maintenance continues to solicit bids for multiple improvement projects
  - Railing contractor on site for bid on railing repairs
  - Olson Tree Service on site marking trees for removal and trimming including one removal near bus stop with emerald ash borer disease, one dead tree removal behind pool area, and several for trimming near cardiac stairs. RAMB will discuss tree replacements.
  - Reviewing options for sidewalk flooding and drains near Buildings 5,6, and 7
  - Gathering information and bids for multiple garage repairs and considering stucco repair and maintenance-free trim versus siding. Garages must be structurally sound and safe before interior repairs can be made; therefore, no interior repair bids collected at this time. All bids for garage repairs will be presented to RAMB.
  - If buildings have concrete work needed, please contact Maintenance to facilitate contractor options

#### VII. UNFINISHED BUSINESS:

- None

#### VIII. NEW BUSINESS:

- President Kate DeVries requested feedback from Master Board regarding implementing an open forum at monthly meetings for owners to voice ideas and concerns. Discussion included suggestions for rules of engagement, expectations for respectful communication, and logistics such as sign-up and time limits to make the best use of owners' and Master Board time. Discussion generated additional ideas for building presidents to communicate with owners including a consent at orientation for contact information or communications/newsletters disbursed by VMA office.
- Derick Behrends presented information regarding drains incorrectly placed during the previous driveway repairs resulting in standing water and hazardous sheets of

ice in the winter. Discussion regarding whether the cost of repairs should be building or common responsibility.

- Motion by Derick Behrends and seconded by Muthuvel Jayachandran to include cost of repairs for Building 6 and 7 drains in 2025 common recreational area assessment. Discussion revealed that several buildings have similar drain issues. Discussion included:
  - Building responsibility for repairs and improvements within property boundaries
  - Importance for projects to have a detailed scope of work, close supervision during work, and follow-up for quality assurance
  - Drain repairs should be completed before or during the upcoming seal coating project to avoid re-work and additional costs
- Motion amendment by Derick Behrends and seconded by Muthuvel Jayachandran to include cost of drain repairs for all affected buildings in common recreation area assessment. Motion failed with all votes no except two votes yes.
- Motion by Krista McGowan and seconded by Linda Castiglioni to have all affected drains reviewed and a report provided to each building to review at their annual meeting to decide how to proceed. Discussion included concerns regarding delaying the entire seal coating project as it must be completed during warm weather. Clarification that project will proceed, but buildings will have the opportunity to determine if and how they will fund drain repairs during the 2025 seal coat project. Motion passed with all in favor.
- Krista McGowan inquired about legal recourse with previous contractor for incorrect drain placement work. Multiple attorneys reviewed and indicated there is no winnable case.
- Krista McGowan inquired about alternatives for piling snow in the Building 5 section of the parking lot to avoid excessive wear and tear and reduction of available parking spaces. Maintenance indicated the alternative is to have snow hauled out after plowing at a significant expense.
- Krista McGowan requested the VMA office schedule for 2025 holiday closures be posted and available owners. VMA office will post on the Valhalla web site.

Motion to adjourn by Brian Kroeger and seconded by Jim Iverson. Motion passed and meeting was adjourned at 8:15 p.m.

Respectfully Submitted,  
Jill Bailey

April 15, 2025 – March 18, 2025 minutes approved by Valhalla Master Board of Directors