

**MINUTES OF THE MONTHLY MEETING  
MASTER BOARD OF DIRECTORS  
VALHALLA MANAGEMENT ASSOCIATION  
JANUARY 17, 2017**

- I. Roll Call & Call to Order. The meeting of the Master Board of Directors was held January 17, 2017 at the Valhalla Recreation Center. Brian Kroeger, President called the meeting to order at 7:00 p.m.

The following Directors were Present as indicated below:

Delores Robertson, Assn. 1	Mike Chafee, Assn. 9
Mike Fenske, Assn. 2	Elaine Wiegert, Assn. 10
Brian Kroeger, Assn. 3	Linda Castiglioni, Assn. 11
Mike Laude, Assn. 4	Nik Voskoboev for Bob Retzlaff, Assn 12
<u>XavierFrigola-Baro, Assn. 5 absent</u>	Jim Iverson, Assn.12
Louis Ohly, Assn. 6	Jan Bailey, Assn 15
Laxman Rajput, Assn 7	Wayne Jasperson, Assn 15
Jacob Petersen, Assn. 8	

Also present: Judy Ohly, Manager

- II. Violation Hearings. 4 closed smoking violation hearings were discussed. A motion was made and second to approve proposed fines. No further discussion. Motion carried. Fines were assessed to all four owners for smoking violations. Three violations received their first fine, one violation received a 3<sup>rd</sup> fine. Owners will receive letters regarding violations and fines assessed.
- III. READING OF MINUTES: Minutes from the November 15, 2016 meeting were presented. A motion was made and seconded to waive the reading and approve the minutes. No discussion. Motion carried. Minutes were approved as presented.
- IV. ELECTION OF OFFICERS for 2017 Master Board of Directors:  
Nominations for President – nominations from the floor – Brian Kroeger. Kroeger accepted nomination. A motion was made and second to approve nomination. No further discussion. Motion carried.  
  
Nominations for Vice President – nominations from the floor – Mike Fenske. Fenske accepted nomination. A motion was made and second to approve nomination. No further discussion. Motion carried.  
  
Nominations for Treasurer – Jacob Petersen, Wayne Jasperson. Jasperson and Petersen accepted nomination. A motion was made and second to approve nominations. Sealed vote conducted. Majority Sealed Vote named Wayne Jasperson for Treasurer for 2017. A motion was made and second to approve vote. No further discussion. Motion carried.

Nominations for Secretary – Linda Castiglioni. Castiglioni accepted nomination. A motion was made and second to approve nomination. No further discussion. Motion carried.

V. TREASURER'S REPORT: J. Ohly reported delinquency report is pending for January 2017. There were HOA monthly dues increases in every building except for Building 11. Special assessments were approved in Associations 3, 5, 8 and 9. Reserve requirements of the Master Board have been met for every building. The total for 2017 annual reserves is \$192,502 for the entire complex.

VI. STANDING COMMITTEE REPORTS

- A. Finance Committee, Wayne Jasperson - No meeting in December 2016. Next meeting will be January 2017 and Finance Chair will be determined at that time.
- B. Building and Grounds Committee, Mike Fenske, Chair- No meeting in December 2016.
- C. Pool and Recreation Building Committee, Kathy Schwartz, Chair- 1<sup>st</sup> meeting in January 2017 to be scheduled. January meeting will set schedule for 2017 activities.
- D. Executive Committee, Brian Kroeger, Chair - No meeting in December 2016
- E. Wage & Benefits Committee, Bob Retzlaff, Chair- No meeting in December 2016.

VII. MANAGER'S REPORT: Judy Ohly has given her resignation effective May 4, 2017. There is a new caretaker for Building 7 effective 12/2016. Garage vacancies – no report. Security camera project – buildings 6, 7 & 8 approved cameras for 2017 All buildings except building 15 will have security cameras.

Building 5 has been approved for financing by the Department of Veterans Affairs and is now eligible for VA Loan Guaranty. This recognition is a direct result of the owners of Valhalla improving the financial health of Valhalla Condos over this past 2.5 years through increasing reserve funds for capital expenditures.

February 5<sup>th</sup> – Super Bowl party in Party Room.

Ohly requested a one-time exception to process the February 2017 ACH for HOA fees (265 total) be transacted on February 15<sup>th</sup> versus February 9<sup>th</sup>. A motion was made and second to approve. No further discussion. Motion carried.

Ohly reported letters to owners at the end of December 2016 giving notice of changes in HOA monthly dues and special assessments did not include the Master Board's decision to change the day of the month the monthly HOA dues payment is due (5<sup>th</sup> of the month). A request to reverse this decision and keep the current due date (9<sup>th</sup> of the month) for 2017 was requested. A motion was made and second to approve keeping due date the 9<sup>th</sup> of the month for 2017. No further discussion. Motion carried.

- VIII. MAINTENANCE DEPARTMENT REPORT: Judy Ohly reporting for Matt Brown Supervisor; new employee Matt Craft. Training continues with all new hires. Maintenance crew has been working overtime to keep up with ice and snow removal. Leadership is requesting owners are patient with snow and ice removal on Valhalla property. Valhalla has had some recent repairs on equipment. Matt Brown will be on vacation from February 16<sup>th</sup> for approximately 1 week. A motion was made and second to approve \$25 gift cards as a thank you for all maintenance staff. No further discussion. Motion carried.
- IX. UNFINISHED BUSINESS: none
- X. NEW BUSINESS: President's Statement – Committee Assignments for 2017. List of standing committees were handed out. Please contact the office if you'd like to be added or removed from these committees. Committee membership will be approved in February 2017 Master Board meeting. Committees: Building & Grounds; Executive Committee; Finance Committee; Pool & Recreation Building and Wage & Benefit.
- Lastly, there will be a search committee for the General Manager (Judy Ohly). Executive Committee meeting will review the draft criteria and strategy for hiring. The search committee will be as follows: Members of Executive Committee and; Jacob Petersen Assn. 8, Louis Ohly Assn. 6, Mike Laude, Assn. 4 and Judy Ohly General Manager. Search Committee meeting – Monday January 23<sup>rd</sup> at 5 pm in the Party Room.
- XI. ANNOUNCEMENTS: none
- XII. OPEN COMMENT TIME: none
- XIII. ADJOURNMENT: A motion was made and second to approve vote. No further discussion. Motion carried.

The meeting was adjourned at 8:01 p.m.

Respectfully submitted, Linda Castiglioni, Secretary