

**MINUTES OF THE MONTHLY MEETING
 MASTER BOARD OF DIRECTORS
 VALHALLA MANAGEMENT ASSOCIATION
 FEBRUARY 21, 2017**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held February 21, 2017 at the Valhalla Recreation Center. Brian Kroeger, President called the meeting to order at 7:02 p.m.

The following Directors were Present as indicated below:

| Name & Assn. | Present Absent Sub | Name & Assn | Present Absent Sub |
|--|-----------------------------------|--|-----------------------------------|
| Delores Robertson, Assn 1 | Brian Kroeger - Sub for Assn 1 | Mike Chafee, Assn 9 | Present |
| Mike Fenske, Assn. 2 Vice President | Present | Elaine Wiegert, Assn 10 | Present |
| Brian Kroeger, Assn 3 President | Present | Linda Castiglioni, Assn 11 - Secretary | Present |
| Mike Laude, Assn 4 | Absent | Bob Retzlaff, Assn 12 | Present |
| Xavier Frigola-Baro, Assn 5 | Mike Chafee - Sub for Assn 5 | Jim Iverson, Assn 12 | Present |
| Louis Ohly, Assn 6 | Present | Jan Bailey, Assn 15 | Present |
| Laxman Rajput, Assn 7 | Present | Wayne Jasperson, Assn 15 - Treasurer | Carol Sabatke - Sub for Assn 15 |
| Jacob Petersen, Assn 8 | Present | Judy Ohly, General Manager | Present |

- II. VIOLATION HEARINGS: Two (2) smoking violation hearings were discussed; known below as Unit A & B. Both of these are 2nd violations.
- A. Unit A smoking hearing for 2nd violation: Letter from owner read regarding 2nd smoking violation. Discussion followed. A motion was made and seconded to dismiss this 2nd violation and not fine owner. Motion carried. Owner will receive letter regarding decision of board.
- B. Unit B smoking hearing for 2nd violation: No response from owner regarding this 2nd violation. A motion was made and seconded to fine owner \$50 this 2nd violation. Motion carried. Owner will receive letter regarding 2nd smoking violation and \$50 fine assessed.
- III. READING OF MINUTES: Minutes from the January 17, 2017 meeting were presented. A motion was made and seconded to waive the reading and approve the minutes as written.

One correction noted – correct spelling of Jacob Petersen’s name. No further discussion. Motion carried. Minutes were approved with spelling correction.

IV. TREASURER’S REPORT: Wayne Jasperson - Judy Ohly reported for Jasperson. 2016 Tax returns are finalized and sent to the IRS for Valhalla. There were HOA monthly dues increases in every building except Building 11. Special assessments were approved in Associations 3, 5, 8 and 9.

V. STANDING COMMITTEE REPORTS

A. Finance Committee, Wayne Jasperson - Jacob Petersen reported for Jasperson. A motion was made and seconded to approve the January 26, 2017 minutes of the Finance Committee. Motion carried.

B. Building and Grounds Committee, Mike Fenske, Chair- No meeting

C. Pool and Recreation Building Committee, Kathy Schwartz, Chair- A motion was made and seconded to approve the January 24, 2017 minutes of the Pool and Recreation Committee. Motion carried.

D. Executive Committee, Brian Kroeger, Chair No meeting

E. Wage & Benefits Committee, Bob Retzlaff, Chair- No meeting

VI. MANAGER’S REPORT: Judy Ohly reported. (See attached Manager’s Report dated February 21, 2017)

VII. MAINTENANCE DEPARTMENT REPORT: Judy Ohly reporting for Matt Brown Supervisor; Matt Brown is on vacation.

VIII. UNFINISHED BUSINESS:

A. Owners of a Unit previously assessed a \$50 smoking violation fine are requesting the removal of this fine. Owners have evicted the Tenant violating the smoking ban. A motion was made and seconded to approve the removal of this \$50 smoking violation fine. Motion carried.

B. Report from General Manager (GM) Search Committee. (See attached Search Committee minutes dated January 23, 2017)

1. Approve revised GM Job Description. The search committee made a few minor changes to the job description. Discussion followed. A motion was made and seconded to approve these minor changes to the GM Job Description. Motion carried.

2. Status on GM search – Committee met on January 23rd and February 20th. Committee received several applications and selected six candidates to phone screen. Thus far, two candidates have been selected to interview in-person with Search Committee on Saturday

February 25, 2017. A special Master Board Meeting will be scheduled in early March 2017, if a candidate is selected by the Search Committee.

IX. NEW BUSINESS: Judy Ohly presented proposed policy changes for Valhalla.

A. Proposal to change Article II Valhalla Policy

2.1 The units shall be used and occupied solely for residential purposes, but no Unit shall be used or occupied by more than one family. (Current language in Policy)

Proposal is to delete the following; "*but no Unit shall be used or occupied by more than one family.*"

Proposal is to replace with the following; "*and unit owners must abide by the State Housing Code as defined in Section 34: 28-36 for occupancy.*"

A motion was made and seconded to approve the above proposal to delete and replace the language as indicated above. Discussion followed. Motion carried.

B. Proposal to add the following to Article II Valhalla Policy

2.16 Reimbursements to an Owner, or contractor hired by the Owner, for work done within a unit at Valhalla must first be approved, in writing by the General Manager, prior to work beginning.

A motion was made and seconded to approve the above proposal as indicated above. Discussion followed. Motion carried.

X. ANNOUNCEMENTS: none

XI. OPEN COMMENT TIME: none

XII. ADJOURNMENT: A motion was made and seconded. Motion carried. The meeting was adjourned at 8:18 p.m.

Respectfully submitted, Linda Castiglioni, Secretary