

**MINUTES OF THE MONTHLY MEETING  
MASTER BOARD OF DIRECTORS  
VALHALLA MANAGEMENT ASSOCIATION  
April 18, 2017**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held April 18, 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:

<b>Name &amp; Assn.</b>	<b>Present Absent Sub</b>	<b>Name &amp; Assn</b>	<b>Present Absent Sub</b>
Delores Robertson, Assn 1	Present	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	Tom Moon, sub
Mike Laude, Assn 4	Present	Bob Retzlaff, Assn 12	Nick V, sub
Xavier Frigola-Baro, Assn 5	Michael Chaffee, sub	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	Present
Jacob Petersen, Assn 8	Present	Judy Ohly, Stacy Hrtanek, General Mgrs, Matt Brown	Present

II. VIOLATION HEARINGS:

- A. Unit A violation: Owner not present. 2nd violation for smoking. First time before the Master Board. A motion was made and seconded to assess a \$50.00 violation fine. Motion carried.
- B. Unit B: Present. This is the second violation for complaints regarding noise. The police were called both times. A motion was made and seconded to recognize this as a violation but waive a fine. Unit B has been communicating with the neighbor and have a plan in place.

II. READING OF MINUTES: Minutes from the March 21 , 2017 meeting were presented. A motion was made and seconded to waive the reading but make two changes. The minutes were approved with the changes. No further discussion. Motion carried.

III. TREASURER'S REPORT: Stacy Hrtanek: Owners that are late with HOA fees have received letters. The board has directed staff to charge late fees on these shortages as stated in our resident policy.

IV. STANDING COMMITTEE REPORTS

- a. Finance Committee- Wayne Jasperson: Reserve transfer report is on file for April transfers. Jacob has resigned from the Finance Committee. Judy Ohly has been approved to join the Finance Committee. Discussion ensued regarding the Finance Committee making transfers without regard to individual building projects and timeline for payments. This will be brought to the next Finance Committee Meeting. Motion was made and seconded to approve Wayne Jasperson's report.
- b. Building and Grounds Committee. Mike Fenske: Motion was made and seconded to approve the meeting minutes for April 11.
- c. Discussion ensued and the following changes were made:
  - 1. Modify minutes to reflect that Jan Baily is not a new member.
  - 2. Set date for parking sticker change to allow time for proper notification and education. Iverson has a list of questions for B & G to discuss and answer about parking policy before the next Master Board Meeting.
  - 3. The MB also agreed to pay for garbage enclosure modifications as a complex wide expense. (Changes are required by Advanced Disposal before we receive the new pricing) Should Valhalla pay for garbage as a complex (by unit) vs. by building? Bring back to Building & Grounds Committee for evaluation.
  - 4. Treat Valhalla ground maintenance as a complex wide expense vs building by building requires more detail - bring back to Building & Grounds Committee.
- C. Pool and Recreation Building Committee. No meeting
- D. Executive Committee. No meeting
- E. Wage & Benefits Committee. No meeting

III. MANAGER'S REPORT: Stacy Hrtanek reported. (See attached Manager's Report dated April 17, 2017).  
A motion was made and seconded to nullify the contract with Century Link changing the security phone line provider to each building and adding Wi-Fi to bring camera's "on line". Motion carried.  
A committee was formed consisting of Nick V., Mike Laude, Brian Kroeger and perhaps Justin Hauley to evaluate the Century Link proposal.

IV. MAINTENANCE DEPARTMENT REPORT: Matt Brown: Highlights of maintenance staff activities: sand removal from parking lots, re-seeding boulevards.

V. UNFINISHED BUSINESS: none

- VI. NEW BUSINESS: none
- VII. ANNOUNCEMENTS: none
- VIII. OPEN COMMENT TIME:
- IX. ADJOURNMENT: A motion was made and seconded to adjourn the meeting. Motion carried. The meeting was adjourned at 9:00 p.m.
- X. Respectfully submitted by Judy Ohly for Linda Castiglioni, Secretary

April 18, 2017

Manager's report

The community at Valhalla has been very welcoming!

*CenturyLink conversion*

Currently, Valhalla utilizes TDS as our security phone line provider in each building. The TDS contract is expiring April 17<sup>th</sup> 2017. CenturyLink has given us a lower price for our phone lines. Plus, they have the ability to offer Wi-Fi for our camera access as well. The combined price for camera Wi-Fi access and security phone line will be \$179.99 per building; increase of \$138.56. The Executive Committee has approved the contract with CenturyLink for phone and internet. A benefit to the occupants in the buildings will be they should be able to access the internet for free. Each building will be served by 100M/10M.

*Camera Project*

Building 6 and 8 have yet to be installed.

Currently, if an issue is reported to Management, the manager physically goes to the building's monitor, installs a computer mouse, and searches the timeframe of the incident. With the conversion to CenturyLink it will now be possible to complete this search from the office. It has been recommended that Valhalla Management have a separate computer, designated for camera surveillance. The office does have a laptop that is not currently in use that will work. This computer was previously used in the maintenance department prior to purchasing the tablets.

The last invoice for snow removal was just paid. This was 10<sup>th</sup> highest record snow fall in Minnesota.

Looking forward to the pool opening the 26<sup>th</sup> of May!

Thank you,

Stacy Hrtanek