

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

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

Name & Assn.	Present Absent Sub	Name & Assn	Present Absent Sub
Delores Robertson, Assn 1	Present	Mike Chafee, Assn 9	Absent
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 - Stuvor sub	Bob Retzlaff, Assn 12	Present
Xavier Frigola-Baro, Assn 5	Absent	Jim Iverson, Assn 12	Present -
Louis Ohly, Assn 6	Present	Jan Bailey, Assn 15	Present
Laxman Rajput, Assn 7	Absent - Louis Ohly	Wayne Jasperson, Assn 15 - Treasurer	Present
Jan Kauphsman Assn 8	Present	Stacy Hrtanek, General Manager Matt Brown, Supervisor	Present Present

- I. READING OF MINUTES: Minutes from the September 19, 2017 meeting were presented. A motion was made and seconded to waive the reading and to approve the minutes as written. No further discussion. Motion carried.
- II. TREASURER'S REPORT: Stacy Hrtanek reported September 2017 Delinquency Report – attached. Liens have been placed on three (3) units. Two owners have repayment plans they are current on.
- III. STANDING COMMITTEE REPORTS
- a. Finance Committee. Wayne Jasperson reporting. October 5, 2017 meeting minutes presented. Budget preparations have begun. Approved balancing of checking account with two months expenses. Planning for Audit in 2020 target. Scope of audit to be

determined (TBD). Discussion followed. A motion was made and seconded to approve the minutes. Motion carried.

- b. Building and Grounds Committee. No meeting in October 2017.
- c. Pool and Recreation Building Committee. No meeting in October 2017. Discussion about closing the pool in early September 2017. Open and close dates will be decided in Spring 2018.
- d. Executive Committee. Brian Kroeger – A motion was made and seconded to approve the minutes of September 19, 2017 committee meeting. September 19, 2017 committee reviewed a noise violation hearing. Complaint determined to be invalid. Committee making recommendation of companion pet animal bite was valid and owner be fined \$50. A motion was made and seconded to approve fine for companion pet animal bit. Motion carried.
- e. Wage & Benefits Committee. Bob Retzlaff. No meeting in September 2017.

- IV. MANAGER'S REPORT: Stacy Hrtanek. See attached Manager's Report dated October 13, 2017. A motion was made and seconded to approve manager's report. No further discussion. Motion carried.
- V. MAINTENANCE DEPARTMENT REPORT: Matt Brown Supervisor. Theft of cordless tool. Locks changed and door reinforced. Building 1 – replaced a drain tile on south side of building. Building 4 – an additional sump pump installed. Building 10 – drain – soil around the drain needed to be replaced.
- VI. UNFINISHED BUSINESS: Kroeger proposed to approve raise for general manager. Six month evaluation completed. A motion was made and seconded to approve. Motion carried.
- VII. NEW BUSINESS:
- VIII. ANNOUNCEMENTS: none
- IX. OPEN COMMENT TIME:
- X. ADJOURNMENT: A motion was made and seconded to adjourn the meeting. No further discussion. Motion carried. The meeting was adjourned at 7:29 p.m.

Respectfully submitted, Linda Castiglioni, Secretary

General Manager's Report October 13, 2017

2018 Budgets

The budgets for all Associations are nearly completed for 2018. Each Association will receive an email with their budget and supporting documentation in preparations for the annual meetings. If you haven't received this email yet, look for it in your inbox soon.

Staffing

I am excited to announce our new addition to Valhalla's Office. Halle Scott has been chosen for the Office Assistant position. With her hospitality and administrative assistant experience, Sam and I feel that she will thrive in our environment. Please help me welcome Halle to our community!

ACH Date Change

As approved in September of 2016, the ACH withdrawal date will change from the 10th of each month to the 5th. This change will be effective January 1, 2018.

Reserved Parking

The Office has sent out notices to residents with reserved parking. If a resident fails to confirm with the Office by October 15th, we will have to assume you do not want the parking space and your name will be removed as of November 1st.

Parking Stickers

As of October 1, 2017, the new green parking stickers took effect making the old red no longer valid. Without a green resident parking sticker, vehicles may be towed between the hours of 5pm to 7am.

Regards,

Stacy Hrtanek