

Valhalla Fifteen Association – Board of Directors

Minutes

August 18, 2025 – 6:00PM – Unit 106

Call to Order: President Jill Bailey called the meeting to order at 06:00PM.

- **Welcome Directors and Guests:** Jill Bailey
 - Thank you to Kay Aune and Wayne Jasperson for years of service on the Valhalla Fifteen Board of Directors.
 - Welcome new (returning) director Jan Bailey
 - 2025 Board of Directors:
 - Jill Bailey
 - Jan Bailey
 - Christina Block
 - Danette Anderson
 - Pam Burton
 - David Aries
 - Kevin Castiglioni
 - Carol Sabatke
 - 2025 Officers:
 - President – Jill Bailey
 - Secretary – Danette Anderson
 - RAMB Representative – David Aries
 - Master Board Representative (3-year elected) – Jill Bailey
 - Master Board Representative (1-year appointed) – Danette Anderson
 - Vice President – Christina Block
 - Treasurer – Pam Burton
- **Approval of Agenda:** Pam Burton, Carol Sabatke, and David Aries proposed items for new business. No other requests for additions. Motion by Pam Burton and seconded by Jan Bailey to approve agenda. No discussion. Motion carried.
- **Approval of Minutes:** Motion by Christina Block to approve the minutes of May 19, June 5, and June 26, 2025 as written and seconded by Jan Bailey. No discussion. Motion carried.
- **Officer and Committee Reports:**
 - President's Report: Jill Bailey
 - Windows in the vestibules were cleaned.
 - Bid from Service King for common areas carpet steam cleaning at \$2180.29. Limited options for carpet cleaners; must comply with Mohawk cleaning guidelines for steam cleaning with specific equipment/brushes. **Motion by Jan Bailey and seconded by Kevin Castiglioni to approve up to \$2500 to proceed with carpet steam cleaning. Bid awarded to Service King contingent on confirmation of compliance with Mohawk guidelines. If Service King is unable to confirm, Jill Bailey will contact Stanley Steemer. No further discussion. Motion carried with none opposed.**
 - Two trees in danger of falling on structures and trees with dead hanging branches around the property. Trees marked for either trimming or removal. Bid from Olson Tree for two tree removal, trim bushes around parking lot, and remove hanging dead branches including along and over the driveway at \$6156.25. **Motion by Jan Bailey and seconded by Danette Anderson to proceed with Olson Tree bid and waiving the requirement for multiple bids due to familiarity with the property, business reputation, and history of satisfactory work on the property. No further discussion. Motion carried with none opposed.**
 - Lights for the 2100 sign will be replaced with solar spotlights. Current lights will be used elsewhere on the property; trial using them in the flower wall.
 - Fall preventive drain cleaning completed; discovered grease, food, and wipes. Jill Bailey will send a reminder about not flushing any wipes to prevent drain clogs.
 - Vice-President's Report: Christina Block – No report; thank you to Jan Bailey for continuing to host regular Building 15 board meetings in Unit 106. All owners are invited to attend. Thank you to all residents for a great summer with neighbors.
 - Treasurer's Report: Pam Burton

- Bank statement balances as of 07-31-25 include reserve account \$225,036; rec reserve account \$5,711; and operating account \$46,679 for a total of \$277,426.
- Committee Reports
 - Master Board Representative: Jill Bailey
 - No Master Board meeting in July.
 - Next Master Board meeting Tuesday, August 19, 2025.
 - VMA office continues to reconcile and finalize transition from Yardi back to Buildium in preparation for 09-01-25 tax deadline; building treasurers and presidents will then have access to reports.
 - RAMB Committee Representative: Jill Bailey for David Aries
 - 2025 VMA Improvement Project update: All projects completed with the exception of fitness area equipment (treadmill vs. elliptical).
 - Discussed potential 2026 VMA improvement projects for prioritization.
 - Recommendation to Master Board for a common area tree replacement policy and budget; replace one tree for every tree removed or lost.
 - Pool rules discussion tabled.
 - Welcoming Committee: Jill Bailey
 - Unit 109 sold and closing October 1, 2025; will be owner occupied.
 - Unit 301 for sale.
- **GM/Maintenance Update – Jill Bailey:**
 - Buildium/Financial Reporting
 - Addressed in President’s Report.
- **Unfinished Business:**
 - Transformer Box – Jill Bailey will send pictures and resources to Pam Burton to review and contact artists/vendors.
- **New Business:**
 - V15 Board of Directors Vacancy – Danette Anderson
 - Wayne Jasperson’s resignation creates a vacancy on Building 15 Board of Directors. **Motion by Danette Anderson and seconded by Jan Bailey that the board does not fill the vacation position (remainder of Term 2027) and will hold the position until the election at the next annual meeting owners for the purpose of improving balance of staggered terms.** Discussion: The board currently has one (1) term ending 2026, six (6) terms ending 2027, and one (1) term ending 2028; holding on the position will improve balance. By-laws state there are to be 5-9 directors; would still exceed minimum number. Board has precedence for holding vacated positions until next annual meeting of owners. **Motion carried with none opposed.**
 - Door Damage – 1st Floor Fire Door to Back Stairwell – David Aries
 - Showed photo of damage to door edge. Request Maintenance to investigate edge guards for the doors to prevent further damage. Jill Bailey will have Maintenance look at options and report back. A fire door on third floor will be repaired due to moving damage and paid by the moving company; will have the contractor look at first floor door while on the property and provide a repair estimate.
 - Patio Furniture – Danette Anderson
 - Owners requested revisiting shaded seating and small end tables to current patio furniture. Presented quote from Quality Woods for three (3) small end tables and a 44”x44” table and 4-chair set with umbrella/stand for \$3,472.94 including tax, delivery, and assembly. Discussion included adding to outdoor appeal, concerns regarding costs, and potential larger outdoor gathering area in the future. **Motion by Danette Anderson and seconded by Pam Burton to proceed with purchasing patio furniture on the Quality Woods quote. No further discussion. Motion carried with Kevin Castiglioni opposed and David Aries abstaining.**
 - Gas Grill for Building 15 – Jill Bailey
 - Obtained a gas grill for Building 15 resident use after propane tank obtained and Building 15 Additional Resident Policy 1.2 updated. Discussed securing outside at the 100-foot mark versus storing in garage, safety equipment, and safe tools for cleaning.

- Proposed Change to Building 15 Additional Resident Policy 1.2 – Danette Anderson
 - Current policy 1.2 prohibits outdoor cooking in any common area of Building 15, including building, patio, and parking lot. Policy change needed to permit use of grill provided by Building 15. Discussion included responsibility for assuring gas is shut off, moving, and cleaning the grill. Additional concerns regarding fire hazard and insurance liability. Recommendation to verify with Fire Marshall safety concerns with mobile gas grill for building use and with insurance that there are no liability issues before proceeding.
 - Agenda Addition – Exhaust Fans in Garage – David Aries
 - Request to have Maintenance review use of exhaust fans/blowers in the garage to lower humidity and temperature in garage. Jill Bailey will have Jason Dietz contact David Aries to discuss.
 - Agenda Addition – Building/Grounds Questions – Carol Sabatke
 - Dirt pile by shed – Maintenance is using for grounds projects; will be using to fill in erosion along Building 15 sidewalk.
 - Blue spruce tree – Appears to be dying. Jill Bailey noted it was marked for trimming; will consult with Olson Tree if it is salvageable or if it should be removed. If removal recommended, will check if it can be completed with upcoming tree trimming/removal project.
 - Mail Room Door Latch – Was sticking; Maintenance adjusted and oiled and seems to be working now. Continue to monitor.
 - Timeline for change from current key to fob system for elevators. January 20, 2025, minutes state “current security key system will remain in place and the transition to fob reader will proceed only when/if the key system fails.” Estimated cost of equipment \$2200 plus Schumacher labor.
 - Agenda Addition – Picnic Table and Designated Outdoor Smoking Area – Pam Burton
 - Tabled
- **Next Regular Board Meeting:** Monday, September 15, 2025, at 6:00PM, in Unit 106
 - **Discussion from the Floor**
 - Thursdays at 5PM ending for the season; thank you for all who attended and contributed.
 - **Adjournment:** Meeting adjourned at 07:26PM

Attendance:

X	Jill Bailey, President	X	Cynda Tischer – Unit 407
X	Christina Block, Vice-President		
X	Danette Anderson, Secretary		
X	Pam Burton, Treasurer		
X	David Aries, Director		
X	Jan Bailey, Director		
X	Kevin Castiglioni, Director		
X	Carol Sabatke, Director		

X = Directors and Guests Present EA = Directors Absent (Excused) UA = Directors Absent (Unexcused)

Respectfully submitted,
Danette Anderson, Secretary

09-15-2025 – August 18, 2025 minutes approved by Valhalla Fifteen Association Board of Directors