

Master Board of Directors Meeting  
Valhalla Management Association  
May 20, 2025  
MINUTES

ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors of May 20, 2025, was held in the Valhalla Party Room. The meeting was called to order at 7:00 p.m. by President Kate DeVries.

Attending = X

X	Assn 1-Kate DeVries	X	Assn 7-Muthuvel Jayachandran	X	Assn 15-Jill Bailey
X	Assn 2-Brian Kroeger	X	Assn 8-Jan Kauphusman	X	Jill Bailey-General Manager - Valhalla
X	Assn 3-Kathy Schwartz	X	Assn 9-Kurt Beaver	X	Guest – Jason Dietz Maintenance Supervisor
X	Assn 4-Dubravka Stupar	X	Assn 10-Linda Castiglioni (telephone)		
X	Assn 5-Krista McGowan	X	Assn 11-Brian Snow		
X	Assn 6-Derick Behrends	X	Assn 12-Jim Iverson		

II. READING OF MINUTES:

- Motion by Brian Kroeger and seconded by Jim Iverson to waive the reading of and approve the April 15, 2025, minutes with minor corrections. Motion passed.

III. REPORTS OF OFFICERS:

- President – Kate DeVries: No Report
- Vice President – Kurt Beaver: No Report
- Treasurer – Brian Kroeger:
  - Deferred to General Manager Jill Bailey for report:
    - Return to Buildium nearly completed with very few issues for owners; minor adjustments needed for 6-8 owners to split HOA and garage rent (when a garage rented from a building where they do not reside).
    - Receivables complete in Buildium. Payables nearly complete. Once complete reports will be available; anticipate fully functional by end of June.
    - Transfer from rec area reserve accounts 04-11-25 for half the assessment funds to pay deposits to begin work on projects. Next transfer on 05-20-25 to pay remainder of charges.

#### IV. STANDING COMMITTEE REPORTS:

- Executive Committee: Chair - Kate DeVries: Reviewed unfinished business including Emotional Support Animal (ESA) discussion, open forum at Master Board meetings, and reviewed the letter from attorney outlining observations and recommendations for conducting Master Board business. Letter will be available to Master Board members at close of meeting.
- RAMB: Chair - Kate DeVries: Reviewed washing exterior of buildings; eight of nine buildings want to proceed with project. Reviewed updates for ongoing improvement projects.

#### V. GENERAL MANAGER REPORT: General Manager - Jill Bailey:

- Trash company change to Harter's from Waste Management complete.
- Approximately half of buildings have held a budget meeting and are scheduling annual meeting of owners.

#### VII. MAINTENANCE REPORT: Maintenance Supervisor – Jason Dietz

- Tree removal/trimming project complete but recent weather caused additional tree fall
- Concrete work around the Maintenance and Recreation Buildings complete
- Gas lines repaired and all grills now operational
- Drain repair work between Buildings 2-3 and 6-7 complete
- Skimmers for pool pending installation but dependent on weather
- New cracks in outdoor pool tiles discovered during cleaning and prep; previously repaired but may need more extensive work at a later date. Thatcher to review and make recommendations when on site for skimmer installation. Recognize it is an aging outdoor pool that will require ongoing repairs.
- Indoor pool scheduled for cleaning

#### VIII. UNFINISHED BUSINESS:

- ESA Follow-up: Jill Bailey reported a miscommunication with the attorney. Attorney understood the inquiry to be regarding pets in general, not ESAs, and noted other HOAs allow pets with a blanket pet policy and restrictions on weight and/or breed. Other HOAs may allow pets but charge a one-time fee and monthly charge (does not apply to ESAs or service animals). No restrictions on weight and/or breed permitted for ESAs/SAs. Discussion included a recommendation to reverse motion passed on April 15, 2025, restricting ESAs to 20 pounds. Recommend further discussion regarding pets in general at a future RAMB meeting. **Motion by Kathy Schwartz and seconded by Krista McGowan to reverse weight restriction on emotional support animals. Motion carried with unanimous approval.**
- Open Forum at Master Board Meetings: Kate DeVries reviewed Executive Committee recommendations to permit residents to address the Master Board in an open forum at each meeting including:
  - Maximum four (4) speakers per month
  - Three (3) minute limit (will be timed)

- Limit to one (1) topic submitted to VMA office prior to meeting
- No discussion; Board will listen and decide if and how to proceed
- Communications must remain on topic and respectful. Speakers straying from stated topic, going over time, or using disrespectful/disparaging language will be stopped and dismissed immediately.

Discussion included recommendation to include renters in opportunity to address the Master Board to promote community engagement, limiting discussion to community concerns (building-specific topics will be referred to individual building presidents and/or boards), and developing topic categories to focus discussions. Master Board favorable to proceeding on a trial basis. Kate DeVries will work with VMA office for an announcement to send to the Valhalla community.

IX. NEW BUSINESS:

- None

Motion to adjourn by Brian Kroeger and seconded by Muthuvel Jayachandran. Motion passed and meeting was adjourned at 7:35 p.m.

Respectfully Submitted,  
Jill Bailey

June 17, 2025 - May 20, 2025 minutes approved by Valhalla Master Board of Directors