

**MINUTES OF THE MONTHLY MEETING  
 MASTER BOARD OF DIRECTORS  
 VALHALLA MANAGEMENT ASSOCIATION  
 AUGUST 18, 2020**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held August 18, 2020 as a Zoom meeting due to the COVID-19 pandemic. Lou Ohly called the meeting to order at 7:02 pm in the absence of President Mike Fenske. The following Directors were Present as indicated below:

Attending =		X			
X	Assn 1-Kate DeVries	X	Assn 7-Skye Davis	X	Assn 15-Jan Bailey
	Assn 2-Mike Fenske		Assn 8-Susanne Ziebarth	X	Stacy Wilhelm-General Manager - Valhalla
X	Assn 3-Brian Kroeger		Assn 9-Monika Anderson		Dan Bredesen-Maintenance Supervisor - Valhalla
	Assn 4-Dubravka Stupar	X	Assn 10-Elaine Wiegert	X	Director appointee- Jan Kauphusman
	Assn 5-Dana Petron	X	Assn 11-Chris Robson	X	Director appointee- Wayne Jasperson
X	Assn 6-Louis Ohly	X	Assn 12-Jim Iverson		

- II. READING OF MINUTES: Minutes from the July 21, 2020 meeting were presented. Wayne Jasperson requested that under “New Business” the phrase “during a closed session with board members only” be added. Motion was made by Jan Bailey and seconded by Brian Kroeger to waive the reading of the minutes and to approve the amended minutes. Motion carried.

- III. REPORTS OF OFFICERS: Wayne Jasperson brought up the issue of owners not obtaining the proper licensing to rent out their units. Stacy Wilhelm indicated this would be a topic for discussion at the next executive meeting.

IV. STANDING COMMITTEE REPORTS:

- A. Finance Committee Report: Wayne Jasperson, Chair. No meeting.

- B. Executive Committee Report: Mike Fenske, Chair.

Recommendation was made to revise Section 2.9 under Use of Units to include: Windows and balconies are not to be used for unit access of any kind.” Elaine Wingert made a motion to approve the revision and Skye Davis seconded the motion. Motion carried.

- C. RAMB Committee Report: Lou Ohly, Chair. Report attached. The committee recommends accepting Goat Dispatch’s proposal for the additional location on Building

15's grounds. Jan Bailey made a motion to approve the committee's recommendation. Kate DeVries seconded the motion. Motion carried.

- V. MANAGERS REPORT: Stacy Wilhelm, Manager. Report attached.
- VI. MAINTENANCE DEPARTMENT REPORT: Dan Bredesen, Maintenance Supervisor. Report attached.
- VII. UNFINISHED BUSINESS: None.
- VIII. NEW BUSINESS: Questions and concerns are still being accepted until August 24<sup>th</sup>, 2020 regarding revisions to the governing documents. It will be determined at a later date if a special meeting will need to be held to address these issues.
- IX. ADJOURNMENT: A motion was made by Jan Bailey and seconded by Chris Robson to adjourn the meeting. Motion carried. Meeting was adjourned at 7:45 pm.

Respectfully submitted,

Jan Kauphusman

# *GM Report*

*August 2020*

## *Annual Meetings*

Many Association Boards have had their meetings to review and make recommended changes to the proposed Governing Documents. The draft By-Laws follow current state statute and outlines what will be delivered to owners in the Annual Report. The required Report states “revenues and expenses for the Association’s fiscal year.” With Valhalla’s fiscal year running January through December, we would be unable to provide the documentation with holding the Annual Meetings in December. It has been supported by the boards that have held their meetings, to hold the annual meetings in February or March to ensure the information is available.

Many of the Association’s current By-Laws states that the meetings should be “held the first Monday of December each year.” Valhalla would be unable to achieve this, as we have 13 Associations.

## *Budgeting*

The office has been gathering bids and seeking new vendors for our 2021 budget. Once the information is gathered, we will present our numbers to the finance committee for review. After the recommended changes are made the Finance Committee will seek formal approval from the Master Board.

Directors can view our current contracts within the Director’s Portal in Propertyware. They are located under the Documents tab.

## *Parking Lot Planning*

Our general contractors are working on obtaining bids for the parking lot project to find our final costs. The project is still anticipated to begin in 2021. Previously, it was discussed that some drainage work would begin this year. However, due to the pandemic that is no longer a possibility. These final numbers will be part of each association’s financial requirements for their 2021 budget.

## *Anniversary*

I would also like to congratulate Dan Bredesen, Maintenance Supervisor, for completing his 4<sup>th</sup> year with Valhalla! He has been the Maintenance Supervisor for 2 of those years. Thanks for all you do, Dan!

Respectfully,

Stacy Wilhelm

## Maintenance report August 2020

- Will and Zack are catching on quickly and doing a great job.
- Jason has returned to work part time. We are glad to have him back.
- We had a lot of workorders to catch up on after the shut down but with the help of our new staff we are moving through them faster than expected.
- The pool is running smooth.

July's Work Order Summary	
Created	Completed
211	266

Submitted by Dan Bredesen