

**MINUTES OF THE MONTHLY MEETING  
 MASTER BOARD OF DIRECTORS  
 VALHALLA MANAGEMENT ASSOCIATION  
 June 19, 2018**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held June 19, 2018 at the Valhalla Recreation Center. President Brian Kroeger called the meeting to order at 7:00 p.m. The following Directors were Present as indicated below:

Attending =		X	
X	Assn 1 – Delores Robertson	X	Assn 9 – Kurt Beaver for Mike Chaffee
X	Assn 2- Mike Fenske VP	X	Assn 10- Elaine Wiegert
X	Assn 3 – Brian Kroeger Pres	X	Assn 11- Christopher Robinson for L. Castiglioni
X	Assn 4 – J. Ohly for Mike Laude	X	Assn 12 – Bob Retzlaff
X	Assn 5 – Dana Petron	X	Assn 12 – Jim Iverson
X	Assn 6 – Louis Ohly	X	Assn 15 – David Aries
X	Assn 7 – Skye Davis	X	Assn 15 – Jill Bailey sub for Wayne Jaspersen
X	Assn 8 – Jan Kauphusman for Jacob Petersen	X	Judy Ohly – Director Treasurer

- II. READING OF MINUTES: Minutes from the May 15, 2018 meeting were presented. A motion was made and seconded to waive the reading and to approve the minutes with 2 clerical changes. No further discussion. Motion carried.
- III. TREASURER’S REPORT: Stacy Hrtanek reported. June 2018 Delinquency Report – attached. There was one delinquent account for \$1,304.32. Stacy is working with the family. Judy Ohly itemized \$100,000 worth of extras paid in May that include new computers, exterior lights, 2<sup>nd</sup> roof payment, and snow removal for a late snowfall. Quarterly transfers will take place in July.
- IV. STANDING COMMITTEE REPORTS
- A. Finance Committee: Judy Ohly Treasurer- Minutes from the April 12, 2018 meeting attached and include Winona Agency’s Insurance Proposal and the Reserve Study & financial long-range planning. A motion was made and seconded to approve the recommended changes. Motion carried. The “cost per association” doc will be posted after numbers and totals have been verified. It was suggested this document be a living document in 2018 and serve as a tool at the annual meetings.
- B. Building and Grounds Committee: Mike Fenske- No Meeting
- C. Pool and Rec Building Committee: Kathy Schwartz, Chair- Minutes from May 24, 2018 meeting is attached. Motion was made and seconded to approve the changes to Article V-

Exercise Room, Saunas, and Public Toilets policy. Motion carried with no changes. \$382.00 budget was approved for National Night Out on August 7, 2018. Brian Kroeger, Judy Ohly and Dana Petron have volunteered to be greeters!

- D. Executive Committee: Brian Kroeger – President- Minutes from May 15, 2018 meeting is attached. It was moved and approved to make the changes as recommended to ONLY Article II- 2.17 and Article VIII. Motion carried. Kroeger reported a smoking hearing on June 19, 2018 resulted in the recommendation of a \$50 fine. An appeal was also heard regarding a fine for non-compliance to 2 owners. This resulted in a recommendation to reverse the fine as compliance was achieved before the fine was issued. A motion was made and seconded for these recommendations. Motion carried.
- E. Wage & Benefits Committee: Bob Retzlaff- No Meeting
- F. Landlord Policy Ad hoc Committee: No Meeting
- G. Long-Range Planning Committee: Judy Ohly- Minutes from the March 22, 2018 meeting, along with the revised Long-Range Goals are attached. The plan was moved and approved as written. Another meeting will be held to identify 5-year projects to be include in the Reserve Study.
- V. MANAGER’S REPORT: Stacy Hrtanek- See attached Manager’s Report dated June 13, 2018
- VI. MAINTENANCE REPORT: Dan Bredesen- See attached report dated June14, 2018
- VII. UNFINISHED BUSINESS: None
- VIII. NEW BUSINESS: None
- IX. ANNOUNCEMENTS: Friday night cook-outs will continue through July! The party room will be used if available and will be open at 5:00 PM. Bring your meat for grilling, beverage, and a dish to pass! In the case the party room is booked, the cook-out will be held on the garage roof.
- X. OPEN COMMENT TIME: An owner stated she felt the Charter Survey was biased, omitted financial information and should be re-done. The MB directed the survey be brought back to the Executive Committee for further consideration.
- XI. ADJOURNMENT: A motion was made and seconded to adjourn the meeting. No further discussion. Motion carried. The meeting was adjourned at 8:20 p.m.

*Respectfully submitted, Judy Ohly for Linda Castiglioni, Secretary*

## General Manager's Report June 13<sup>th</sup>, 2018

### Charter Renewal

The office has been busy sending out the Charter Renewal survey. To ease this process and ensure accuracy, surveys have been sent out one building at a time. If you have not received your survey yet, it will be coming soon.

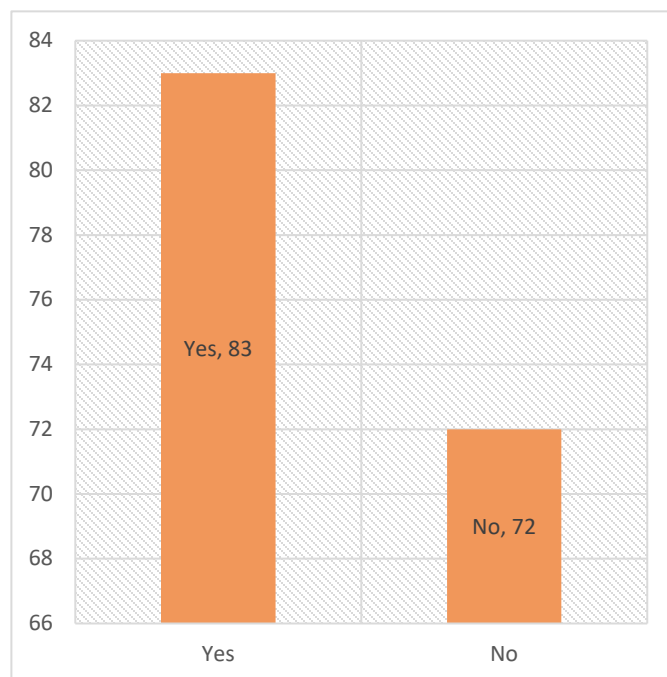
The most frequently asked question regarding the survey is “what happens to the money that was/is budgeted for cable?” This will be discussed and addressed during the association’s annual meetings in December. The graph below is reflecting results as of June 13, 2018, in favor of keeping the bulk Charter contract. The survey will be closed July 16<sup>th</sup>.

### Staffing

After numerous interviews and reviewed applications, we have offered a position to Dustin Hekel. Please welcome him to our team as his first day is Monday June 18<sup>th</sup>. Management will continue to run the employment adds until we are fully staffed.

We are asking the community for their patience and their understanding during this time. Management will continue to triage the work orders by level of skill and severity.

Submitted by Stacy Hrtanek



# *Maintenance Report*

June 14, 2018

- The parking lot sweeping has been done for the whole complex by Rochester Sweeping and Stripping.
  - Stripping was complete 1-11
  - Stripping at building 15 is being scheduled
  - Parking lot patch was done in major areas.
- Large oak behind the shop taken down due to storm on June 1 & 2.
  - While moving the debris the dying spruce was removed between Buildings 3 & 4.
- Building's lighting and lift project will begin Monday, June 18<sup>th</sup>.

Respectfully submitted by Dan Bredesen