

**MINUTES OF THE MONTHLY MEETING
MASTER BOARD OF DIRECTORS
VALHALLA MANAGEMENT ASSOCIATION
April 16, 2019**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held April 16, 2019 at the Valhalla Recreation Center. Vice President Mike Chaffee 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 –Michael Chaffee	X	Stacy Wilhelm, General Manager - Valhalla
	Assn 2- Mike Fenske	X	Assn 10- Elaine Wiegert	X	Dan Bredesen- Maintenance Supervisor- Valhalla
X	Assn 3 - Brian Kroeger	X	Assn 11- Linda Castiglioni	X	Director appointee- Jan Kauphusman
X	Assn 4 – Dubravka Stupar	X	Assn 12 – Bob Retzlaff		
X	Assn 5 –Dana Petron	X	Assn 12 – Jim Iverson		
X	Assn 6 – Louis Ohly	X	Assn 15 –Jan Bailey		
	Assn 7 – Skye Davis		Assn 15 –David Aries		
X	Assn 8 – Jacob Petersen				

- II. READING OF MINUTES: Minutes from the March 19, 2019 meeting were presented. A motion was made by Brian Kroeger and seconded by Lou Ohly to waive the reading of the minutes. A motion was made by Bob Retzlaff and seconded by Delores Robertson to approve the minutes. Motions carried.
- III. REPORTS OF OFFICERS: No reports.
- IV. STANDING COMMITTEE REPORTS
- A. Finance Committee: Jacob Petersen, Chair. Report is attached. April 2019 Delinquency Report is also attached. A motion was made by Jacob Petersen to approve the transfer of funds for Building 8. The motion was seconded by Brian Kroeger. Motion carried unanimously.
- B. Executive Committee: Mike Fenske, Chair. In his absence, Mike Chaffee reported that the committee had one violation hearing prior to this Master Board Meeting. Violation is for improperly disposing of dog waste. This owner was given notice of the hearing but chose not to attend. This is the fourth violation related to this dog and the committee recommended a fine of \$500. A motion was made by Brian Kroeger and seconded by Linda Castiglioni to approve a fine of \$500. Motion carried unanimously.
- Executive committee also discussed options for the bobcat which is over 30 years old – whether it should continue to be repaired or if buying or leasing a bobcat is a better option. More information will be obtained before any decision is made.
- The issue with the enclosed balconies in building 11 is in the hands of the lawyer and no action can be taken at this time.
- C. Recreational Area Management Board: Mike Chaffee, Chair. Report attached. A motion was made by Jacob Petersen and seconded by Jim Iverson to approve the discontinuation of pool supervisors. Motion carried unanimously.
- D. Human Resources: Mike Chaffee, Chair. No meeting was held. The contract for the General Manager is currently being reviewed by the lawyer.

- V. MANAGER'S REPORT: Stacy Wilhelm, General Manager – Report attached.
- VI. MAINTENANCE DEPARTMENT REPORT: Dan Bredesen, Supervisor -Report attached. He also mentioned that the lighting going up to building 15 from the recreational building is being repaired by an electrician.
- VII. UNFINISHED BUSINESS: None to report
- VIII. NEW BUSINESS: None to report
- IX. ANNOUNCEMENTS: None to report
- X. OPEN COMMENT TIME: A unit owner from building 11 brought up a concern regarding lack of communication and transparency by the Master Board. Only the violation hearings are closed. Other meetings are open for residents to attend. Minutes from all meetings are available on the website. Owners are encouraged to bring up any concerns to their building's board of directors. For any items not handled by the board of the individual building, the representative of the building will present the issue to the Master Board.
- XI. ADJOURNMENT: A motion was made by Jacob Petersen and seconded by Brian Kroeger to adjourn the meeting. Motion carried. The meeting was adjourned at 7:36 pm.

Respectfully submitted,

Jan Kauphusman

General Manager's Report

April 2019

Association Taxes

Each association is required to file a tax return. This has been completed with 8 out of the 13-association requiring payment to Minnesota State. This was due to the reserve accounts receiving high interest income in 2018.

Assn. 1 - \$3	Assn. 3 - \$7	Assn. 5 - \$28	Assn. 6 - \$17
Assn. 7 - \$6	Assn. 9 - \$7	Assn. 11 - \$197	Assn. 15 - \$80

MC Outdoor

MC Outdoor has been awarded our 2019 groundskeeping contract. The contract took effect April 1st, 2019. However, with the wet spring we have been given, we have postponed any work to be done until the ground has time to dry out. Aside from mowing, the firm is also contracted for a spring and fall cleanup, as well as applications of fertilizer/herbicide. Posting regarding the applications will be posted well before any work will be done.

ACH Updates

One of Valhalla's payment options is to have payments automatically deducted from a bank account. However, for this transaction to occur a Direct Debit form must be completed by the account holder. This gives Valhalla the authorization to withdraw the given amount on the 5th of the month. When this amount changes a new form needs to be completed or the new amount. Currently, we have 7 owners that need to approve their rate changes for 2019's, and 213 enrolled in the automatic transaction.

Respectfully,

Stacy Hrtanek

Maintenance report April 2019

- Maintenance will be cleaning and patching the lot when the weather allows.
- We are planning to have the shed built around the outdoor pool equipment before the pool opens for the season.
- The grills are on for the season.
- Boilers will be turned off when the weather permits.

Submitted by Dan Bredesen