

**Minutes of the Monthly Meeting
Master Board of Directors
Aug 15,2023**

I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held in the Party Room and by Microsoft Teams for those who could not attend in person. The meeting was called to order at 7:00 p.m.

Attending =	X				
X	Assn 1-Kate DeVries	X	Assn 7- Gary Mehrkens	X	Assn 15- Linda Castiglioni
X	Assn 2-Brian Kroeger	X	Assn 8-Mark Kellen	X	Chris Robson-General Manager - Valhalla
X	Assn 3-Kathy Schwartz	X	Assn 9- Kurt Beaver	X	Dan Bredesen-Maintenance Supervisor - Valhalla
X	Assn 4 - Dubravka Stupar	X	Assn 10 - Connie McKenzie	X	Director Appointee - Elaine Wiegert
X	Assn 5- Krista McGowan	X	Assn 11- Chris Robson	X	Director appointee- Wayne Jasperson
X	Assn 6-Amy Caine	X	Assn 12-Jim Iverson	X	Director appointee - Paul Schultz

II. READING OF MINUTES: Minutes from the June 23, 2023, meeting were presented. A motion was made by Brian Kroger and seconded by Kathy Schwartz to accept the revised minutes. Motion passed.

READING OF MINUTES: Minutes from the July 18, 2023, meeting was presented. A clarification was made to the Renter Orientation section of New Business. Charges to the landowners for new renter orientation prior to September 1,2023 will be exempt of the \$50.00 fee. A motion was made by Wayne Jasperson to accept the revised minutes. Brian Kroeger seconded the motion. Motion passed.

III. REPORTS OF OFFICERS:

Mark Kellen, president of the Master Board, stated changes are being made concerning communications between master board members and the President of the Board. No emails directly to Mark about issues between board members will be received. These issues are to be discussed at master board meetings. It was also noted members should be mindful of the communications process with general manager Chris Robson and other employees.

REPORTS OF OFFICERS:

General Manager's Report: All issues will be addressed in Unfinished Business.

No other officers report.

IV. STANDING COMMITTEE REPORTS:

- Finance Committee: Chair - Wayne Jasperson. No Meeting. In response to an audit question, Wayne explained how monies are processed with the new system. Beginning January 2022

monies were moved to each association's cash accounts on a monthly basis rather than quarterly as was done priorly.

- Executive Committee: Chair – Mark Kellen.
- RAMB Committee: Chair - Kate DeVries. No Meeting.
- Krista Mc Gowan questioned why there was not RAMB Committee meetings. Kate explained if there were no agenda items there was no meeting. Often issues had already gone to the Master Board and not yet resolved. At other times personnel were not available. It was noted RAMB board meetings should take place as an avenue to discuss unaddressed issues.

VI. MANAGER'S / MAINTENANCE REPORT: General Manager - Chris Robson. See Report.

VII. UNFINISHED BUSINESS:

- Garage Lease –Problems with the updated version of the garage lease was presented by manager Chris Robson. There are discrepancies between the late fee of \$35.00 and what the law allows, which is 8% or \$4.00. After some discussion, a motion was made by Kathy Schwartz to keep the garage leases as they are currently with a late fee of \$4.00. Kurt Beaver seconded the motion. A discussion followed with addressing the issues of garages being used as storage units, new leases with increases in rental fees, insurance, and who can rent a garage, and who sets the rental fee amounts. The motion passed with Linda Castiglioni voting no, and Krista McGowan and Connies McKenzie abstaining.
- Indoor Pool – Bids for the Pool Dehumidification Project were offered by MMC Rochester at \$142,786.00. Harris proposal was \$189,950.00. Valor Mechanical is bid was \$218.00. r Discussion followed comparing the bids, brands of dehumidification units and other details. Kurt Beaver made the motion to accept the MMC Rochester bid with the Seresco Unit. Jim Iverson Seconded. The motion passed with Linda Castiglioni voting no. For future reference questions, self-researched information and other issues should be addressed to Dan before the meeting.
- Indoor Pool- Bids for repair and painting of the indoor pool were Benjamin Gatzke Construction \$19,700.00, Second Nature Painting at \$16,976.00 and Sorensen and Sorensen Painting & Decorating, Inc at \$37,490.00. The discussion following included past experiences with each contractor, comparison of contractor request (Drain the pool or not), the content of each bid and if we should obtain bids for painting of the walls of the indoor pool. Krista McGowan made the motion to accept the Gatzke proposal and discuss painting of the walls later., Kathy Schwartz seconded. The motion passed with Linda Castiglioni voting no.

VIII NEW BUSINESS:

- Intercom System. Chris informed the board the dial pads of 3 out of 13 buildings have failed.
- Butterfly Mx has provided an offer of \$1,400.00 per building. This is being held for further discussion and as part of a future capital expense plan.
- Late Fees and Lock out fees. It was brought forward the fees for HLA late fee (\$35.00) is not tough enough for repeated offenders. It was suggested the amount for late fees and emergency lockout be increased to \$75.00. Following discussion of how often this happens, type of

emergency calls to maintenance, who pays and what happens when the unit lands on the delinquency list, the possibility of a onetime pass and just why lockouts and late fees happen. Kathy Schwartz made a motion to increase the late fee and lock out fee to \$50.00. Wayne Jasperson seconded. The motion failed with no yes votes. The motion as amended to a HOA late fee increased to \$50.00 and a lock out fee of \$35.00. Kurt Beaver Seconded. The motion passed.

- The motion to adjourn was made by Kurt Beaver. The motion was passed, and the meeting was adjourned at 8:56 p.m.

Minutes Respectfully Submitted,
Elaine Wiegert

GM/Maintenance Report

September 2023

Maintenance Report

The outdoor pool is now closed for the season. There are repairs scheduled for one of the skimmer baskets this week, then the closing procedure should happen next week.

The equipment for the indoor pool was ordered and we are just waiting for a more firm timeline as to when it will be available. More to come.

Respectfully,

Dan Bredesen/Chris Robson