

**Minutes of the Monthly Meeting
Master Board of Directors
Oct 17,2023**

I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held in the Party Room . The meeting was called to order at 7:01 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		Director appointee- Wayne Jasperson
X	Assn 6-Amy Caine		Assn 12-Jim Iverson	X	Director appointee - Paul Schultz

II. READING OF MINUTES: Minutes from the September 26,2023 meeting were presented. A motion was made by Kathy Schwartz to waive the reading of the minutes. Brian Kroger seconded. The motion passed.

Linda Castiglione made a motion where the first and last names of those voting no or abstaining be listed. This would to done to be more transparent for the residents of each building. Seconded. The motion passed with Brian Kroeger, Dubravka Stupar, Kathy Schwartz and Elaine Wiegert abstaining.

III. REPORTS OF OFFICERS

IV. STANDING COMMITTEE REPORTS:

- Finance Committee: Chair - Wayne Jasperson. No meeting. Linda Castiglioni questioned why the transfers to the reserve accounts did not happen. General manager Chris Robson explained because of the occurring audit and a CPA review the transfer would be made after the October 18th meeting and after the operating budget and up coming known expenses were covered.
- Executive Committee: Chair – Mark Kellen. Assn.2: Smoking Violation. The infraction was reviewed with the resident. The executive committee recommended a \$50.00 fine. The motion was made by Kate DeVries to impose the fine. Elaine Wiegert seconded. The motion passed with Krista McGowan voting no and Paul Schultz and Linda Castiglioni abstaining.
- RAMB Committee: Chair - Kate DeVries. See Report: Maintenance Supervisor Dan Bredesen suggested a motion to replace the heating unit in the women’s sauna at an estimated cost of \$3000.00 and adding the same amount to the 2024 budget to replace the unit in the men’s

sauna. The replacement heating unit would be able to have water poured on it without burning out the heating element. The following discussion covered questions concerning warranties, possible modifications of our current units and if the expense was a capital expense or on the reserve list. Retrofitting the unit is not possible since the heating element and the rocks are intertwined. Mark Kellen moved to table the motion until next month to allow for a fixed estimate and answers for the capital expense issue.

- Tree Removal: Kate Devries made a motion to accept the Olson Tree Service. Inc bid for the removal and additional included charges of the ash tree by the pool. (\$1546.63) Kathy Schwartz seconded. Future tree replacement including which trees and where to plant them is the responsibility of the tree committee. These recommendations would be brought before the Master Board for approval. An addendum to the motion was added made by Krista McGowan. When a bid is made for the removal of a tree the cost of a replacement tree be added the final cost. The motion passed.

VI. MANAGER'S / MAINTENANCE REPORT: General Manager - Chris Robson. Dan Bredesen: No report.

VII. UNFINISHED BUSINESS:

- Revenue Generation: Mark Kellen presented the idea of generating additional revenue for the associations beyond increases in HLA fees and assessments. Would it be feasible for Valhalla to take over aspects of what management companies offer and the part of the management's fees? Of the 382 units between 40 to 60% are being rented. The number of these under management company coverage presently is not known. Issues covered were could our current office staff be able to cover the additional work involved. Chris Robson believed the staff could complete the added duties since they already do the orientations. There were other issues such as showing units, background checks, guidelines on who is excepted, pictures within the unit, 3rd party involvements, repairs within the unit and replacement of appliances. Questions also arose of legality, interactions with current management companies and varying lengths of lease agreements between associations.
- Communication. The format of how to communicate with the general manager, office staff maintenance staff, fellow board members and Valhalla residents needs to be addressed. Kathy Schwartz made a motion to allow a speaker a three-minute time frame to state their concern. There was no second on the motion. The motion failed. Issues discussed were possible resident meetings on Saturdays specified times and online formats. The idea is for the residents of Valhalla to know what is happening at Valhalla. The subject was tabled for next month.

VIII NEW BUSINESS:

- Salaries and Benefits: Mark Kellen presented the 2024 budget for Staff Salaries and Benefits. The executive recommendation was to accept the budget as long as it doesn't increase the budget. All employees would be given Health Insurance Benefits and Dental. Chris Robson explained how the insurance offered would be part of a pool of companies with less than 50

employees. Past insurance offerings of employees getting their own insurance through an exchange or HSA accounts was brought forward. Kate DeVries made the motion to accept the 2024 budget analysis and accept the gross wages and health and dental benefits not to exceed the 2023 budget of \$519,543.60. The employer and employee portions would be adjusted to meet the 2023 amount. Brian Kroeger Seconded. The individual wages and purposed wages were discussed in detail. Explanations of changes in job duties and salary adjustment were given. Further concerns insisted on were job wage ceilings, job responsibilities, number of employees, maintenance farmed to outside venders and market-based wage ranges. The motion failed. Opposing voters were Krista McGowan, Connie Mckenzie, Paul Schultz, Linda Castiglioni, Kurt Beaver, and Amy Caine. Chris Robson abstained. The motion was made to offer employees health and dental insurance and give Chris his raise. Kathy Schwartz made the motion, Dubravka Stupar seconded. The motion passed with nays from Krista McGowan, Connie McKenzie, Paul Schultz, Linda Castiglioni, and Gary Mehrkens. Chris Robson abstained.

- Mark Kellen clarified according to the governing documents we hire the general manager, and the general manager does the rest.

- The motion to adjourn was made by Brian Kroeger. The motion passed and the meeting was adjourned at 9:03 p.m.

Minutes Respectfully Submitted,
Elaine Wiegert

GM/Maintenance Report

October 2023

Maintenance Report

The concrete pad for the new dehumidifier is scheduled to be poured beginning Monday, November 20. We met with the project manager on Friday, November 17 and have a tentative plan in place for installation.

Managers Report

Draft versions of the individual building budgets are complete. There is still some auditing and tweaking that needs to be completed, but I will be working on that and reaching out to the individual buildings to set up meetings to discuss the budget and potential next steps.

Respectfully,

Jason Dietz/Chris Robson