

**MINUTES OF THE MONTHLY MEETING
MASTER BOARD OF DIRECTORS
VALHALLA MANAGEMENT ASSOCIATION
September 17, 2019**

- I. ROLL CALL & CALL TO ORDER: The meeting of the Master Board of Directors was held September 17, 2019 at the Valhalla Recreation Center. President Mike Fenske called the meeting to order at 7:00 p.m. The following Directors were Present as indicated below:

Attending =		X			
	Assn 1 – Delores Robertson	X	Assn 9 –Michael Chaffee	X	Stacy Wilhelm, General Manager - Valhalla
X	Assn 2- Mike Fenske	X	Assn 10- Elaine Wiegert	X	Dan Bredesen- Maintenance Supervisor- Valhalla
X	Assn 3 - Brian Kroeger		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	Director appointee- Jim Iverson		
X	Assn 6 – Louis Ohly	X	Assn 15 –Jan Bailey		
X	Assn 7 – Skye Davis	X	Director appointee- Wayne Jasperson		
	Assn 8 – Jacob Petersen				

- II. READING OF MINUTES: Minutes from the August 20, 2019 meeting were presented. Motion was made by Mike Chaffee and seconded by Brian Kroeger to waive the reading of the minutes and to approve them. Motion carried.

- III. REPORTS OF OFFICERS: No reports.

IV. STANDING COMMITTEE REPORTS

- A. Finance Committee: Jacob Petersen, Chair. Report is attached.

- B. Executive Committee: Mike Fenske, Chair.

1. Hearing 3.10 violation for affixing post-it notes in Common Area. Motion was made by Brian Kroeger and seconded by Jim Iverson to accept the Executive Committee's recommendation of assessing a fine of \$3500. Motion carried.
2. Hearing 8.3 violation for not having pet on a leash and also 6.17 violation for having a pet in the pool area. Executive Board recommended a \$500 fine for each violation for a total of \$1000. Mike Chaffee made a motion and Lou Ohly seconded it to accept the Executive Committee's recommendation. Motion carried.
3. Hearing 8.2 violation update. Requested documentation was not received and no payment was received on outstanding \$250 so fine of \$750 will be applied as of 9-18-19.
4. Motion was made by Bob Retzlaff and seconded by Jan Bailey to accept the Governing Document Rewrite proposal received from Smith Jadin Johnson. Motion carried.

- C. Recreational Area Management Board: Mike Chaffe, chair. Report attached. Mike Fenske made a motion and Mike Chaffee seconded it to accept the proposals from MC Outdoor and Courneya Horticulture for groundskeeping in 2020, to accept the addition of the bike policy, and to add the expense for painting the bottom of the indoor pool as a budgetary item for 2020. Motion carried with one dissenting vote. The issue regarding the addition of a policy

regarding setting any items on or off the side of the balconies is tabled for further discussion. Any such policy should include buildings 1-15.

- V. MANAGER'S REPORT: Stacy Wilhelm, General Manager. Report attached.
- VI. MAINTENANCE DEPARTMENT REPORT: Dan Bredesen, Supervisor -Report attached. Outdoor pool will be kept open until September 23rd due to warm temperatures.
- VII. UNFINISHED BUSINESS: None to report
- VIII. NEW BUSINESS: None to report
- IX. ADJOURNMENT: A motion was made by Wayne Jasperson and seconded by Lou Ohly to adjourn the meeting. Motion carried. The meeting was adjourned at 7:44 pm.

Jan Kauphusman

General Manager's Report

September 2019

Crime Prevention Presentation

On August 27th at 6 pm Darrel Hildebrant with the Rochester Police Department gave a presentation on Crime Prevention. This presentation was well received by Valhalla attendees. Darrel was great to not only provide tips and field questions, but residents were also given the opportunity to share their experiences and their outcome. While some of those shared experiences did not have good outcomes, Darrel was able to provide the Police Departments viewpoint and give suggestions should a future event happen.

Garage Inspections

Garage inspections took place on August 22. Out of 171 stalls, 7 were found to be out of compliance, not allowing enough room for a vehicle to park within their rented stall. Each owner in violation was given a time period to correct, and management will continue to monitor their progress to avoid fines or potential eviction from the garage.

Camera Request form

The office has implemented a simple Request Form for Camera Footage, the form is available in the office and on our website under the FAQ's tab. The request must be submitted to the office within a 48-hour time period and allow Management up to 3-days to collect. The purpose of the form is to help speed up the collection process while locating the desired footage.

Budgeting

Draft budgets for 2020 are almost completed. Once the drafts are ready, the finance committee will be asked to review them before they are turned over to the associations.

Owners can expect a copy of the 2020 budget in their annual packet, which the office will mail out in November. The packet will also include the most recent financial statements, reserve requirements, notice of your Building's annual meeting, project updates from 2019 and what to look forward to in 2020.

Respectfully,

Stacy Wilhelm

Maintenance report September 2019

- The pool will be closed as of September 16th.
- We will be repairing some plaster in the outdoor pool during the closing process. The extent of the repair is unknown.
- We have a tentative plan to start boilers October 1st.

Submitted by Dan Bredesen