

Valhalla Fifteen Association – Board of Directors

Minutes

January 19, 2026 – 6:00PM – Unit 106

Call to Order: President Jill Bailey called the meeting to order at 06:00PM.

- **Welcome Directors and Guests:** Jill Bailey
- **Approval of Agenda:** One addition to new business. Motion by Pam Burton to approve agenda and seconded by Jan Bailey. No further discussion. Motion carried.
- **Approval of Minutes:** Motion by Jan Bailey to approve the minutes of November 17, 2025 as written and seconded by Pam Burton. No discussion. Motion carried.
- **Officer and Committee Reports:**
 - President's/General Manager/Maintenance Report: Jill Bailey
 - Valhalla Pool Survey distributed to owners 01-19-26. Please complete survey by 01-30-26.
 - Reminder: If using the yellow temporary passes to park in lots near Buildings 4 and 5 to ride the bus or use the Recreation Area, please have the pass visible on the dash and be aware of snow plowing protocols for those lots to avoid having the vehicle towed.
 - Third floor fire door was repaired but still needs painting and repair of the large scratch. Reported that the door opens and closes hard. Will report to Maintenance for additional adjustments.
 - Reminder: If elevator pads are needed, please contact the VMA Office and specify date needed and when the pads can be removed. Pads are needed to protect the elevator surfaces during moves but should not remain up indefinitely as they block the safety rail.
 - Recommend that all owners have a toilet plunger in their unit. Maintenance is responding to toilet clog/overflow service calls that could reasonably be addressed by the owner with a plunger; utilizes Maintenance time unnecessarily.
 - Air exchangers in underground parking garage: Having both back and front air exchangers on causes negative air pressure that pulls in cold outside air near the back stairwell, causes back stairwell door to slam, and causes difficulty opening and closing the mail room door. Recommend leaving front heat and air exchange on to ensure garage temperature remains above freezing. Air exchangers may need service at a later date; hold until 2025 Building 15 Reserve Study recommendations are reviewed in detail.
 - One (1) garage space at the back end of the center row of parking stalls is available for rent.
 - Vice-President's Report: Christina Block
 - Encourage all owners to attend the monthly board meetings and consider serving on the board to have new faces and ideas.
 - Treasurer's Report: Pam Burton
 - Bank statement balances as of 12-31-25 include reserve account \$245,554; rec reserve account \$16,185; and operating account \$45,888 for a total of \$307,627.
 - Currently transferring \$4500 per month into the Building 15 reserve account. Recommend discussing a monthly transfer to the Building 15 rec reserve account during upcoming budget planning.
 - Building 15 board members requested bank statements and shared expense chart in preparation for monthly meetings.
 - Committee Reports
 - Master Board Representative: Jill Bailey
 - Master Board approved increase of lock-out fee from \$50 to \$100 effective November 18, 2025
 - Finance Committee is meeting monthly.
 - General Resident Policies and Building 1-11 Additional Resident Policies will be reviewed at the next meeting.
 - RAMB Committee Representative: David Aries

- Meeting focused on the VMA Reserve Study and prioritizing common area capital improvement projects for 2026. Reserve Study recommendations returned to Maintenance for additional review and prioritization recommendations.
- New treadmill purchased for fitness area.
- Recommendation to Master Board to approve installation of one new ladder with additional rungs in the indoor pool.
- Welcoming Committee: Jill Bailey
 - No units for sale in Building 15.
 - Units 211, 306, and 104 are available for rent.
- **Unfinished Business:**
 - Door Edge Guards – David Aries
 - Located appropriate 36” stainless steel door edge guards that will fit fire doors and require no changes to kick plates; can be installed with adhesive instead of screws to avoid drilling into doors. Explored various vendors; best price at \$56.55 per edge guard plus tax and shipping. Eight (8) needed. Maintenance can install. **Motion by David Aries and seconded by Jan Bailey to proceed with purchase and installation of eight (8) door edge guards. Motion carried with all in favor.**
 - Water Leak – Kevin Castiglioni
 - Maintenance investigated water leak in the garage dripping on a concrete support beam; appears to originate in the 07-unit stack above unit 207 and noticeable when units 307 or 407 kitchen faucets are used. Jill Bailey will follow up with Maintenance to determine if leak can be located with a camera or other means before considering opening the wall bump out in the corridor. Need resolution to prevent corrosion of support beam.
- **New Business:**
 - 2025 Building 15 Reserve Study – Jill Bailey
 - Brief review noted recommendations for building exterior stucco/concrete repair and paint in 2026. Will review in more detail in preparation for 2026 budgeting.
 - Jill Bailey will send the reserve study to board members; please review for any errors or oversights and send any comments to Jill. The information will be shared with the reserve study preparers for correction; important for 2026 budgeting to have the reserve study as accurate as possible.
 - Flatbed Carts – David Aries
 - Current flatbed carts are damaged and in disrepair. Residents use flatbeds frequently; recommend replacement.
 - **Motion by Kevin Castiglioni and seconded by Jan Bailey to replace two (2) small flatbed and two (2) large flatbed cards. Motion carried with all in favor.** Jill Bailey will have Maintenance obtain and assemble the replacement carts.
 - Mailboxes – David Aries
 - Request reminder to residents: If mail or parcels are delivered to mailboxes incorrectly, please contact the correct owner or take it to their door. Please do not put it in the outgoing mailbox. This is particularly important for misdelivered parcels that could be medications. If the mail or parcel is addressed to someone who does not live in Building 15, contact Jill Bailey to take it to the office and redirect it as appropriate.
 - Bulletin Board – Carol Sabatke
 - Reminder that items on the bulletin board must have a date so that they can be removed after an appropriate period Building 15 Additional Resident Policies.
- **Next Regular Board Meeting:** Monday, February 16, at 6:00PM, in Unit 106
- **Discussion from the Floor:**
 - Light bulb burned out in 3rd floor stairwell by elevator; Jill Bailey will report to Maintenance
- **Adjournment:** Meeting adjourned at 07:00PM

Attendance:

X	Jill Bailey, President	X	Linda Castiglioni -
X	Christina Block, Vice-President		Units 104, 206, 209, 211, 306, 307, 405
X	Danette Anderson, Secretary	X	Kay Aune – Unit 308
X	Pam Burton, Treasurer	X	Mary Lenzi – Unit 213
X	David Aries, Director		
X	Jan Bailey, Director		
X	Kevin Castiglioni, Director		
X	Carol Sabatke, Director		

X = Directors and Guests Present EA = Directors Absent (Excused) UA = Directors Absent (Unexcused)

Respectfully submitted,
Danette Anderson, Secretary

03-30-26 – January 19, 2026 minutes approved by Valhalla Fifteen Association Board of Directors