

Valhalla Fifteen Association – Board of Directors

Minutes

April 20, 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: Motion by Jan Bailey to approve agenda with additions; seconded by Pam Burton. No discussion. Motion carried.
- Approval of Minutes: Motion by Pam Burton to approve the corrected minutes of March 30, 2026; seconded by Jan Bailey. No discussion. Motion carried.
- Officer and Committee Reports:
 - President's Report: Jill Bailey
 - None.
 - Vice-President's Report: Christina Block
 - Thank you to residents for picking up trash/debris on the property.
 - Treasurer's Report: Pam Burton
 - Bank statement balances as of 03-31-26 include building reserve account \$261,076; rec reserve account \$16,314; and operating account \$57,681 for a total of \$335,071.
 - Jill Bailey shared a draft 2026 budget pending any changes required when corrected reserve study received. Directors please review and send any questions or concerns to Jill Bailey.
 - **Motion by Pam Burton and seconded by Jan Bailey to increase monthly transfer to building reserve account from \$4500 to \$5000.** Discussion included need to save and plan for upcoming large capital improvement projects. **Motion carried with all in favor and none opposed.**
 - **Motion by Pam Burton and seconded by Jan Bailey to establish a monthly transfer to rec reserve account of \$100.** Discussion included current source of rec reserve account as \$500 buy-in fee when a new owner purchases a unit and \$50 orientation fee when a new tenant leases a unit in the building. The purpose of the rec reserve account is for Building 15's share of any VMA common area project expenses. **Motion carried with all in favor and none opposed.**
 - Committee Reports
 - Master Board Representative: Jill Bailey
 - No report; meeting rescheduled from April 21 to April 28, 2026.
 - RAMB Committee Representative: Jill Bailey for David Aries
 - Master Board approved a \$5000 budget for tree replacement in the common areas of the property. Please contact Jill Bailey if you would like to volunteer for the common area tree replacement committee.
 - Reviewed the pool survey results. There have been some focus groups. More discussion and investigation needed.
 - Next meeting will discuss pool operations for the upcoming season.
 - Welcoming Committee: Jill Bailey
 - No units for sale in Building 15.
 - New residents in unit 104.
- GM/Maintenance Update:
 - Maintenance working on outside parking lot sweeping across the property.
 - Building 15 grounds to be fertilizing this week; weather dependent.
 - Rec area gas grills will be turned on this week.
 - Ordered a new longer hose for the garage exit door. The current hose is losing air and does not always open the door. The hose also shifts forward causing vehicles to get too close to the garage door and risk hitting it.

- Spectrum: By end of 2027 Spectrum will replace customer cable boxes and coax cable with all Wi-Fi based cable technology. Owners can contact Spectrum to replace early if desired. Package includes one modem, router, “Xumo” box, and selected premium channels. Additional Xumo boxes available for \$5 if needed for additional televisions. Smart TVs may not need the Xumo box; channels run from the Spectrum app on the TV. Older televisions will need the Xumo box and must have an HDMI port to connect. The new technology is available with the current bulk service contract with Spectrum that runs through the end of 2027.
- **Unfinished Business:**
 - 2025 Reserve Study and 2026 Priority Projects – Jill Bailey
 - Building Exterior Project: Received bids from Nicholson (\$56,120) and Sorenson & Sorenson (\$74,700) for the building exterior project that include power washing, caulk repairs, concrete repairs, primer and paint for building exterior, doors, and garage doors. Vendor will provide scaffolding, materials, and equipment. Project timing is weather-dependent and should be done in summer months. Jill Bailey will send electronic copies of the bids to directors for review and discussion at next meeting.
 - Parking Lot Resealing/Restriping: Bid from Rochester Sweeping & Asphalt Service (\$14,150) who did the 2024 project. Bid includes sweeping, asphalt crack repair, repair of the crumbling section of the driveway, sealcoating, and restriping. Project timing is weather-dependent and should be done in summer months. **Motion by Jan Bailey and seconded by David Aries to accept the Rochester Sweeping & Asphalt Service bid and proceed with scheduling the project.** Discussion included accepting bid versus seeking additional bids. Directors noted that vendor did satisfactory work on last project and stood behind their work. **Motion carried with Kevin Castiglioni opposed.**
 - Roof Inspection: Bid from Merit Roofing (\$730.00) for an inspection to evaluate the status of the roof and validate the 2025 reserve study recommendations. **Motion by Carol Sabatke and seconded by Pam Burton to accept the Merit Roofing bid and proceed with scheduling.** Discussion included confirmation that Merit was the installer for the current roof and have done all repairs in the interim. **Motion carried with all in favor and none opposed.**
- **New Business:**
 - Security Cameras – Jill Bailey
 - Building 15 uses Lorex security camera system. The recorder needs an update (\$520) and recommendation to install cameras in areas that do not currently have cameras for additional safety/security coverage including 1 in lobby facing the elevator, 1 in garage facing the exit, 1 on north side exterior, and 2 on west side exterior. Security system/cameras are reserve expenses. **Motion by Danette Anderson and seconded by Kevin Castiglioni to proceed with a budget of up to \$1300 for Lorex recorder replacement and purchase/installation of additional cameras as recommended.** Discussion included overall safety/security needs and preference for a 360-degree camera in lobby to cover entrance and elevator rather than two cameras if feasible. **Motion carried with David Aries abstaining and all others in favor.** Jill Bailey will investigate availability of a 360-degree camera for the lobby.
 - Water Softener Repair vs. Replacement – Jill Bailey
 - Current water softener system purchased in 2019 with a projected life of 15 years. However, there have been multiple Culligan service calls and system is not working properly; no longer under warranty. Options include complete replacement for \$12,000 or repair by upgrading the caps containing the mechanical and electrical components for \$3564. Current tanks do not need replacement. Replacement or repair will take approximately two weeks from order. Replacement is a reserve expense; repair is an operational expense. Discussion included the advantages and disadvantages of each option, likelihood of success with the repair, and both options include a new warranty. David Aries and Kevin Castiglioni requested documentation regarding the options; Jill Bailey will send to all directors. **Motion by Pam Burton and seconded by Jan Bailey to proceed with repair by replacing the caps. Motion carried with David Aries abstaining, Kevin Castiglioni opposed, and all others in favor.**
 - Front Sidewalk Concrete Repairs – Jill Bailey
 - The front sidewalk has an uneven section in need of replacement; safety and liability issue due to tripping hazard. In the interim there must be a safety warning (currently signs posted on cones). The faulty section

was installed by an RPU vendor following the RPU work/drain repairs. Clark Concrete has done all other concrete repair work for the building. Concrete repairs are an operational expense. **Motion by Carol Sabatke and seconded by Pam Burton to proceed with Clark Concrete for sidewalk repairs up to \$1000. No further discussion. Motion carried with all in favor and none opposed.**

- Preventative Maintenance Plan – Jill Bailey
 - VMA Maintenance drafted a preventive maintenance plan for the common elements of each building as required by MN 515B.3-107 (b). Directors are requested to review the plan and send any suggestions for additions or corrections to Jill Bailey. The final preventative maintenance plan must be approved by the Board of Directors and then made available to all unit owners. Plan to discuss and approve at the next meeting.
- Personal Items Stored in Garage – David Aries
 - Current Building 15 rules and regulations prohibit personal items stored on the underground parking garage floor. Several items noticed in violation of the rules and regulations. Jill Bailey will send a reminder to unit owners and revisit next month.
- Flower Wall and Flowerpots – Jill Bailey
 - Jill Bailey volunteered to obtain flowers for the patio flowerpots.
 - Flower wall: VMA Maintenance or DeCook during spring clean-up to blow out the debris from the flower wall. Will have VMA Maintenance determine if they can fix the broken bricks. Will work with Deb to choose flowers and call for volunteers to plant. Consider a sign-up for watering once planting completed.
- Transformer – Pam Burton
 - Contacted RPU and received conflicting information on permission to paint the transformers. RPU referred Pam to one of the engineers for additional discussion but has not yet received a response. Pam will report back after discussion with engineer. Jill Bailey will locate previous written documentation granting permission to paint.
- RAMB Representative – David Aries
 - Will be unable to fulfill RAMB responsibilities due to summer work schedule. Recommend choosing a new RAMB representative at annual meeting.
- **Next Regular Building 15 Board of Directors Meeting:** Monday, May 18, at 6:00PM, in Unit 106
- **Discussion from the Floor:**
 - Reminder that Board of Directors is responsible for enforcing governing documents.
 - Request to have approved 2026, 2027, and 2028 capital improvement projects and associated funding included on 2026 budget.
 - Request to increase reserve savings for roof replacement to avoid large assessments at time of replacement.
 - Defined operational versus reserve expenses. Purchase or replacement of common elements with multiyear lifespan are reserve expenses. Repairs are operational expenses.
 - Discussed preferences for driveway stripe or no stripe during parking lot resurfacing and restriping project.
 - Discussed VMA Maintenance interventions in water leak emergencies. Jill Bailey will discuss with VMA Maintenance.
 - Reminder that Teams links are available to unit owners to attend Master Board, Finance Committee, and RAMB meetings remotely. Please contact the VMA Office prior to the meeting to receive the unique link for each meeting. Remote participants must log in to the meeting at least 5 minutes prior to the meeting start. Once the meeting begins, additional remote log in is closed to avoid disruption of meeting proceedings.
- **Upcoming Meetings:**
 - Valhalla Master Board Meeting – Tuesday, April 28, 2026, at 7:00PM – Valhalla Party Room
 - Finance Committee – Wednesday, May 13, 2026, at 6:30PM – Valhalla Party Room
 - RAMB Meeting – Thursday, May 14, 2026, at 5:30PM – Valhalla Party Room
 - V15 Board of Directors Regular Meeting – Monday, May 18, 2026, at 6:00PM – Unit 106
- **Adjournment:** Meeting adjourned at 07:26PM

Attendance:

X	Jill Bailey, President	X	Linda Castiglioni
X	Christina Block, Vice-President	X	R. Krueger
X	Danette Anderson, Secretary	X	W. Jasperson
X	Pam Burton, Treasurer	X	K. Simmonds and M. Sootheran
X	David Aries, Director	X	Ann
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

05-18-26 – April 20, 2026 minutes approved by Valhalla Fifteen Association Board of Directors