

Valhalla Fifteen Association – Board of Directors

Minutes

November 18, 2024 – 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:** Jill Bailey proposed one item for new business. No other requests for additions. Motion by Wayne Jasperson and seconded by Kay Aune to approve agenda. No discussion. Motion carried.
- **Approval of Minutes August 19, 2024:** Wayne Jasperson noted a correction to the treasurer's report. Motion by Kay Aune to approve the minutes with correction and seconded by Pam Burton. No discussion. Motion carried.
- **Officer and Committee Reports:**
 - President's Report: Jill Bailey – None; report under GM/Maintenance Update
 - Vice-President's Report: Christina Block – Thank you Jan Bailey for offering her unit as an on-site meeting location easily accessible for everyone to participate
 - Treasurer's Report: Wayne Jasperson – Bank statement balances as of 10-31-24 include reserve accounts balance of \$181,000 and operating account balance of \$47,000 for a total of \$228,000. Projected year-end balance, barring any unforeseen expenses, is \$247,000 total. This does not include Building 15's portion of the VMA shared expenses operating account which should be \$25,000-\$51,000 at any given time based on existing guidelines. Jill Bailey confirmed that transfers for expenses and to the reserve account are made on the 20th of each month.
 - Committee Reports
 - Master Board Representative: Jill Bailey – Master Board held a closed meeting with the accountant to review progress on reconciling and preparation to convert from Buildium to Yardi; goal is to be complete by end of 2024. Master Board met in a closed meeting to follow up on updated Minnesota laws regarding cannabis in multifamily dwellings; more information pending. In open section of meeting approved past minutes.
 - RAMB Committee Representative: David Aries – Discussed a lengthy list of projects and expenses required for general upkeep and improvements to the property. Projects and expenses exceed available funds and must be prioritized before proceeding. The drain cover replacements are mandated by the state; the outdoor pool will be unable to open until the drain cover replacement is completed. Jill Bailey noted VMA is soliciting bids from lawncare companies; bids will be for complex-wide lawncare including Building 15.
 - Welcoming Committee: Kay Aune/Jill Bailey
New tenants in 306 and 307. Directory distributed to board for review and edits.
- **GM/Maintenance Update:**
 - Recent Projects – Jill Bailey
 - Stair edge guards and elevator flooring were repaired by Mohawk (under warranty until Apr 2025). Deb Daly noted additional stair edges lifting and marked with blue tape. Carpet tiles in the front vestibule are lifting. Jill Bailey will contact Mohawk.
 - Corner guards installed.
 - Parking lot sealing and striping completed; driveway double stripe repaired at no cost. Bill for project is paid.
 - Fall clean-up of grounds pending lawncare company schedule and weather.
 - Maintenance cleaned downspouts and covered with wire mesh to prevent leaves and debris from clogging.
 - Orange stakes installed for plowing.
- **Unfinished Business:**
 - Damage and/or move-in fee policy – Reviewed a draft proposal for a move in/out damage deposit. After discussing the logistics, the board elected not to implement a move in/out damage deposit. The current Building 15 move in/out policies will be updated but exclude the damage deposit.
 - Intercom System – encountered problems installing the ButterflyMX system in another building; project discontinued at this time.

- Painting Exterior of Building 15 – hold; get updated bids to review during 2025 budget process.
- Review Future Capital Improvements and Reserve Study; review during 2025 budget process.
- Erosion Near Stairs to Rec Area – RPU is unable to bury the cables for the parking lot lights. Maintenance is getting bids for erosion repairs along stairs to recreation area. The stairs will close for the winter as they are not maintained in the winter and pose risk of falls and injury.
- Buckthorn Encroachment – Christina Block inquired with two goat companies. Goat Dispatch (used previously and paid \$4,000) will not be working in Rochester in the near future. Senjem Goat Pros did not respond. Chemical treatment must be applied following clearing buckthorn with goats. Previous estimates for a landscaping company to cut buckthorn and apply the chemical treatment is cost prohibitive. Hold for now and revisit if it becomes problematic in the future.

- **New Business:**

- Elevator Secure Entry Key Repairs – J.Bailey
 - The ground level garage elevator key entry was recently repaired; however, the cartridge needed is no longer available. If the current key entry fails or wears out, options include:
 - No key – elevator will have a call button but will be unsecured.
 - Keypad – One number code for everyone in the building to use. The number must change with every resident/tenant change and every 90 days. Cost \$2,000-\$4,000.
 - Fob Reader – Unclear if garage entry fob may be used or would need to be a separate fob. Cost \$7,000-\$8,000.
 - Motion by Pam Burton and seconded by Wayne Jasperson to proceed with fob reader option. Discussion included importance of maintaining building safety and security. The cost would be an operational expense and may not be paid from reserve funds. The board requested information from Schumacher in writing; Jill Bailey will contact for more information. Jill Bailey will follow up on budget versus actual for building upkeep. Pam Burton withdrew motion pending additional information and Wayne Jasperson approved. No further discussion.
- Transformer Box – Plan for Spring 2025 –D.Aries
 - If anyone has ideas for making the transformer box look more attractive, please bring to a future meeting for discussion. RPU has regulations regarding fencing and access.
- Lawn Between Transformer Box and Entry – Plan for Spring 2025 –W.Jasperson
 - Board previously approved sodding but then agreed to hold as grass was filling in. By summer the grass was failing again due to the slope and difficulty holding moisture even with consistent watering. Discussed a maintenance-free ground cover option; perhaps a wildflower area or ground cover similar to boulevards on Broadway.
- Reserve Accounts – K.Castiglioni
 - Jill Bailey answered questions regarding questions on bank statement transactions and confirmed reserve account transfers.
 - Jill Bailey noted as of 12-01-24, all building-specific expenses will be direct billed to each building's operational account instead of to VMA. Only shared expenses will be paid from the VMA operating account. This will reduce the number of transfers between buildings and VMA and improve accounting accuracy.
- Housekeeper Gift – J.Bailey
 - Discussed holiday gift for Building 15 housekeeper, Deb Daly. Christina Block moved and Pam Burton seconded giving \$300.00 as a holiday gift. No discussion. Motion carried.

- **Next Regular Board Meeting:** Monday, December 16, 2024, at 6:00PM, in Unit 106

- **Discussion from the Floor** - None

- **Adjournment:** Meeting adjourned at 07:39PM

Attendance:

X	Jill Bailey, President	X	Jan Bailey – Unit 106
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X	Christina Block, Vice-President	X	Bobbie Jeanne Williams – Unit 400
X	Danette Anderson, Secretary	X	Linda Romme – Unit 301
X	Wayne Jasperson, Treasurer	X	Linda Castiglioni Units 104, 206, 209, 211, 306, 307, 405
X	David Aries, Director		
X	Pam Burton, Director		
X	Carol Sabatke, Director		
X	Kevin Castiglioni, Director		
X	Kay Aune, Director		

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

Respectfully submitted,
Danette Anderson, Secretary

01-20-25 – Minutes approved by Valhalla Fifteen Association Board of Directors