

Valhalla Fifteen Association – Board of Directors

Minutes

September 15, 2025 – 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:** No requests for additions. Motion by Jan Bailey and seconded by Kevin Castiglioni to approve agenda. No discussion. Motion carried.
- **Approval of Minutes:** Motion by Jan Bailey to approve the minutes of August 18, 2025 as written and seconded by David Aries. No discussion. Motion carried.
- **Officer and Committee Reports:**
 - President's Report: Jill Bailey
 - Carpet cleaning: Service King can comply with Mohawk cleaning guidelines but not certified by the Carpet and Rug Institute (CRI); certification recommended but not required by Mohawk. Jill Bailey will get a bid from Stanley Steemer (CRI certified) for comparison before proceeding with scheduling.
 - Recommend upgrading security cameras during 2026 budget planning. Current cameras and operating system becoming outdated; upgrade will provide greater coverage. Recommend replacing current cameras and adding up to four additional cameras. Jill Bailey will obtain cost estimates for budget planning. Security cameras/system are a replacement reserve item.
 - Solar lights for 2100 sign replaced with spotlight instead of sidewalk lights. The solar sidewalk lights were placed in the flower wall but can be moved if they do not work there. Maintenance will check if the solar sensors get enough light in current positions to last through the night.
 - Tree trimming scheduled after October 1, 2025; some trees require treatment after trimming that is best done in October.
 - Outdoor parking lot sweeping to be scheduled after tree trimming.
 - Vice-President's Report: Christina Block – No report; thank you to Jan Bailey for continuing to host regular Building 15 board meetings in Unit 106. All owners are encouraged to attend. Recommend an email reminder to all owners the day of the meeting to encourage attendance.
 - Treasurer's Report: Jill Bailey for Pam Burton
 - Bank statement balances as of 09-15-25 include reserve account \$225,036; rec reserve account \$5,711; and operating account \$54,146 (includes expenses paid September 15) for a total of \$284,893.
 - Starting this week building Treasurers and Presidents will receive a monthly register of financial transactions in addition to bank statements to monitor building finances. Building 15 board requested the reports and bank statements be sent to all directors.
 - Committee Reports
 - Master Board Representative: Jill Bailey
RAMB Committee Representative: Jill Bailey for David Aries
 - Both Master Board and RAMB meetings focused on the pool facilities. The expenses for operating and maintaining the pools over the past three years were approximately \$400,000. The pools are 47 years old and continue to require major repairs including resurfacing, crack repairs, tile work, and sand filters. There will be more discussion in the months ahead to consider repair versus replacement.
 - Both Master Board and RAMB meetings also discussed 2026 common area improvement projects and budgeting.
 - Welcoming Committee: Jill Bailey
 - Unit 109 sold and closing October 1, 2025; will be owner occupied.
 - Unit 301 sold; will be occupied by owner's parents.
 - Unit 307; new tenants through mid-January 2026.

- **GM/Maintenance Update – Jill Bailey:**
 - Interviewing three candidates for the payables position in the VMA office.
 - Maintenance continues to work on fall clean-up and winter preparation projects.
 - Outdoor pool closes for the season on October 1, 2025.
- **Unfinished Business:**
 - Smoking Area – Jan Bailey
 - Discussed request to place snuffer at the 100-foot mark instead of the shed due to distance and inconvenience for owners and guests. Discussed incidences of cigarette butt litter, balancing the request with non-smoking owners, and alignment with the 04-15-25 Master Board decision to establish designated outdoor smoking areas in addition to a no-smoking perimeter. **Motion by Danette Anderson and seconded by Carol Sabatke to establish the shed as the Building 15 designated outdoor area. Smoking permitted only in the designated outdoor smoking area and prohibited within 100 feet of the building. No further discussion. Motion carried with Christina Block opposed.**
 - Gas Grill for Building 15 – Danette Anderson
 - Contacted Rochester Assistant Fire Marshal to discuss gas grill. Commended board for prioritizing safety with plan for fire extinguisher and instructions for proper grill use. Appendix O of the International Fire Code prohibits fire or open flame on any balcony, ground floor patio, or within 15 feet of any structure containing three or more dwelling units, and storage/use of fuel, barbeque, torch, or similar heating or lighting chemical is prohibited. Appendix O is not adopted in the Rochester City Ordinance and not enforced by the Fire Marshal; however, may be an insurance issue. Recommend verifying with insurance carrier before proceeding. Jill Bailey will contact insurance carrier for additional information.
 - Update to Section 1.2 (Grilling) in Building 15 Additional Resident Policies – Danette Anderson
 - Table pending verification from insurance carrier. If able to proceed, recommend limiting grilling hours to match quiet hours.
 - Interior Hallway Door Damage
 - David Aries and Jason Dietz researching door edge guards to protect doors from further damage. Jason Dietz getting pricing for products.
 - Maintenance getting bids to repair third floor fire door; limited vendors and they have been slow to respond. Jill Bailey working with moving company that damaged the door to pay for repairs.
 - Notation: Patio furniture approved at 08-18-25 meeting ordered; expected delivery late September/early October 2025.
- **New Business:**
 - Reserve Transfer – Jill Bailey
 - Jill Bailey noted the HOA dues increase and paying Building 15 expenses directly from the operating (cash) account results in ability to fund operating expenses with a smaller cushion. Recommend increasing the monthly transfer (\$3466) to the replacement reserve account to fund future capital improvement projects and take advantage of higher interest rate on the replacement reserve account. Discussion included estimate of the minimum amount to keep in the operating (cash) account; limited flexibility for unexpected, unbudgeted, non-capital expenses if funds are transferred to the replacement reserve account; consideration of owners tolerance for increased dues versus assessments when funding capital improvement projects; and best practices for including increases in replacement reserve transfers in future budgets. **Motion by Christina Block and seconded by Carol Sabatke to increase monthly transfer to replacement reserve account to \$4500 with the option to transfer a lump sum at the end of the year if there is a surplus in the operating (cash) account. No further discussion. Motion carried with none opposed.**
- **Next Regular Board Meeting:** Monday, October 20, 2025, at 6:00PM, in Unit 106

- **Discussion from the Floor**

- Reminder that purchases and improvements authorized by the board should be included in the annual budgeting process prior to proceeding.
- Not all trees currently marked are for removal; most are for trimming with a small number for removal due to disease or a risk of damage to the building.
- If the gas grill proceeds, the propane tank will be paid from VMA shared expenses just as the gas expense for the other grills in the rec area are paid.

- **Adjournment:** Meeting adjourned at 07:23PM

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
EA	Pam Burton, Treasurer		
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

10-20-25 – September 15, 2025 minutes approved by Valhalla Fifteen Association Board of Directors