

Meeting Minutes
Swiss Alpenhof Annual HOA Meeting via Zoom
February 19th, 2025

- Conducted by: Emily DeMaso, Property Manager
- Meeting Agenda and PowerPoint Presentation presented by Emily
- Emily opened the meeting.
- Roll call was taken, and the quorum requirements were met.
- **Attendees:**

Tami Brown, Rich Ternieden, Stacy Baker, Allison and Dave Dorius, Dana Morgan, Dennis Poppinga, Mary and Ken Le Blanc, Niko Jensen, Tris and Stephanie Cannon, Sherri Boseman, James and Gretchen Haller, Mike Caswell, John Evershed, Dec Hogan, Dave Miles, Carol Thompson.
- **Roof Update - Tami:**

Tami reminded homeowners that the roof replacement schedule is tentative. The final schedule will be determined following the Spring 2025 inspections, which will assess if any adjustments are necessary based on the "worst is first" protocol. Two buildings are scheduled to be re-roofed in 2025 and 2026.
- **Update on search for a New Master Insurance Policy- Stacy:**

Stacy explained that several brokers are currently working on insurance quotes. More accurate quotes typically become available 60 to 90 days before the renewal date, which is set for July 31, 2025. The HOA was advised that another premium rate increase is likely due to uncertainties in the insurance industry.
- **Review of Financials, Rich:**
 - a) The proposed 2025 Budget was presented. Rich noted that the operating expenses in this budget are tentative until the board can determine the new insurance premiums, which should be finalized by May or June 2025.
 - b) A current balance sheet was also reviewed.
 - For detailed numbers on both above items, homeowners can refer to the WR website under "2025 Annual Meeting Slides."
<https://www.welchrandall.com/swiss-alpenhof.php>

- **Review of Annual and Special Assessments, Emily:**

Emily explained the options for annual payments. The full amount is due on March 1, 2025, with an installment option available for eight monthly payments. Homeowners opting for the installment plan should contact Jessica at WR. Further details are available on the WR website under "2025 Annual Meeting Slides" and your WR AppFolio portal.

- a) Emily clarified special assessment due dates and payment options. The special assessment is due on June 1, 2025, with an alternative two-installment plan available, with payments due on June 1 and September 1, 2025. Homeowners should contact Jessica at WR if they choose the second option. Jessica's email is jessica@welchrandall.com, or they can call 801-960-4539.
- b) Emily reminded members that penalties will apply for late payments.

- **Governing Documents Update - Rich:**

- a) Rich reported that during the 2024 HOA annual meeting, it was decided to update the SWA governing documents (CC&Rs and Bylaws). This process took longer than expected due to delays with the attorney, new mortgage guidelines, and legislative changes. After several months of collaboration with Jenkins-Bagley, the final draft of the amendments was received in November 2024.
- b) Before the amendments can be finalized, mortgage-carrying units have 30 days to dispute any proposed changes. A title company is currently conducting searches to identify units with mortgages or lienholders and inform them of the proposed modifications. This is the final step, and the amendments will be submitted and posted within 30 to 60 days.

- **Board Elections:**

- 1) Tami Brown remains President for her current term.
- 2) Rich Ternieden continues as Treasurer for his term.
- 3) Stacy Baker served as Vice President and Secretary; although her term has ended, she is willing to continue if elected to help secure a new HOA Master Insurance policy.

Emily requested other nominees or volunteers for the open position. No additional names were proposed. Stacy was re-elected as Vice President and Secretary.

- **Website Navigation-Emily:**

Emily reviewed a PowerPoint slide to assist members in navigating the WR website and the AppFolio portal for HOA member accounts.

- **Housekeeping and Friendly Reminders – Emily:**

- a) Dog owners were reminded to be considerate of their neighbors. When dogs are off leash, residents are responsible for “keeping eyes on their dogs” and for picking up all dog waste. This also was an issue raised by the landscapers, due to being sprayed by dog feces as the operated machinery. Please scan your yard area the night before landscaper comes.

- b) Residents are encouraged to take pride in the neighborhood by returning trash and recycling containers to their homes by the end of the trash day. Containers stored outside or in front of units should be kept neatly and orderly, rather than left haphazardly.
- c) Emily reminded members about the HOA architectural review process available on the WR website for any desired exterior changes or upgrades, such as awnings, paint colors, driveway modifications, and light fixtures.

- **Open Forum for Questions or Comments:**

Emily opened the meeting for questions. Carol Thompson, an elderly member of the HOA, expressed her concern that she and her husband were unable to clear snow from their driveway. She inquired about the possibility of having their driveway plowed. It was explained that the HOA does not cover the cost of snowplowing for individual driveways due to the financial impact this would have on HOA dues. Carol was provided with the names of the snowplow companies that other members have used. Additionally, several neighbors asked for her address to offer assistance.

- **Meeting was adjourned.**