

**Swiss Alpenhof Board Meeting Minutes**  
**September 09, 2023**

**Meeting Attended by:**

Stephanie Cannon – President  
Stacy Baker – Treasurer  
Tami Brown – Secretary  
Sheri Boseman – Advisor

**Key Decisions/Agreements/Information Discussed:**

1. Stephanie moved to award the roof replacement work for Swiss Alpenhof, to Riverfront Roofing. Stacy seconded the motion and it was approved unanimously
2. There is an open claim with American Family, that the Association needs to provide additional information on
3. Stephanie proposed funding the roof replacement for all 8 buildings via increasing the annual dues, with no special assessment. Tami suggested looking at a funding approach that leverages both the annual dues and a special assessment, and that we should work through the approach at the October meeting.

**Action Items:**

1. Tami to work with Riverfront Roofing to write up a contract for work replacing all 26 roofs over a period of 3-5 years. Tris to review the contract prior to signing.
2. Dan to send email to all homeowners requesting they submit invoices/estimates for any repairs done as a result of winter 2022/2023 to American Family.
3. Stephanie to schedule a call with American Family to discuss the open claim and next steps toward closure