



**Larch Park Homeowners Association
Board of Directors Meeting
June 6th, 2018 @ 1:00pm
Location: Suite 900, 10310 Jasper Avenue (Main Boardroom)
Meeting Minutes**

Attendees: Michaela Davis, President(1:25PM)
Triona Cosgrave, Secretary

Courtney Denham, Res. Director
Ryan Chiew, Res. Director
Ted Byrt, Res. Director

Regrets: Tanya Eklund, Treasurer

1. Call to order – Triona Cosgrave – 1:11pm

2. Approval of Meeting Minutes

- April 25th 2018
- Minor Edits to be made
- Motioned by Courtney Denham, Seconded by Ryan Chiew, Approved

3. Items Arising from Minutes

- Triona Cosgrave Clarified that all pertinent info and files will be turned over to the resident directors by way of USB on turnover of management.

4. HOA Update– Triona Cosgrave

- Triona Cosgrave reported that 15 homes are currently outstanding. This is a very successful number. Remainder will be sent to Field Law for collections after last notice. 3 notices sent to date.
- Ryan Chiew advised boulevards are not in good condition. Triona Cosgrave to forward the maintenance schedule and confirm the maintenance plan.
- Ryan Chiew completed, Deposit, QuickBooks and IVRNET training.

5. Other Business

- Newsletter template to be completed by Ryan Chiew.
- Painting quote received from Landtec was higher than expected. Triona Cosgrave to obtain additional quotes. Ted Byrt to provide contractor details.
- Condo Collection process to be confirmed.
- Whitemud Creek Ravine/Larch Sanctuary
 - Michaela Davis to liaise with the Edmonton Area Land trust to set up communication with the HOA and the sanctuary. Michaela confirmed Melcor Developments is engaged in an annuity agreement with the Edmonton area land trust.
- Summer event
 - Confirmed for July 8th at 1-3pm. Located at the entry park.
 - Ryan Chiew secured a company to provide a trailer for the event.
 - 80 Pizzas will be provided. 40 free of charge the Larch HOA to pay \$9 per remaining 40 pizzas.
 - Ryan Chiew will design a Flyer
 - Food tickets will be provided to residents and checked in with an address list.
 - Ryan Chiew will arrange for beverages and coolers.
 - Triona Cosgrave to Rent tents, tables and chairs.
 - Group to meet on site on Friday the 15th of June.

6. Next Meeting Date

- Thursday August 9th, 2018 at 1:00 pm
- Suite 900, 10310 Jasper Avenue (Main Boardroom)

7. Adjournment- 3:18 pm

8. Development Update – Michaela Davis left at 3pm.