



**Larch Park Homeowners Association**  
**Board of Directors Meeting**  
**August 9<sup>th</sup>, 2018 @ 1:00pm**  
**Location: Suite 900, 10310 Jasper Avenue (Main Boardroom)**  
**Meeting Minutes**

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**Attendees:** Tanya Eklund, Treasurer  
Triona Cosgrave, Secretary  
Ted Byrt, Res. Director

**Regrets:** Courtney Denham, Res. Director  
Michaela Davis, President  
Ryan Chiew, Res. Director

- 1. Call to order** – Triona Cosgrave – 1:11pm
- 2. Approval of Meeting Minutes**
  - June 6<sup>th</sup>, 2018
  - Motioned by Ted Byrt, Seconded by Tanya Eklund, Approved
- 3. Items Arising from Minutes**
  - There were no items arising from the minutes
- 4. HOA Update**– Triona Cosgrave
  - Triona Cosgrave reported that 6 homes are currently outstanding and with Field Law for collections.
    - One of the homes in collections, 4544 Mead Court NW does not have an encumbrance registered on title. Letter will be drafted by Melcor for 4544 Mead Court NW asking to have the encumbrance added to the title. A letter from the directors to be included.
  - Builder prepayment received in full for all transferred lots. Multi-site 4(Landmark) will be paid to the HOA in April 2020. Multi-site 5(Carrington) will be paid in January 2019. Amounts should be reflected in annual budgets.
- 5. Other Business**
  - Newsletter template to be completed by Ryan Chiew.
    - October deadline for Newsletter-Content to include announcement of management turnover, resident director introductions, Updated community map, recognition for Famoso and Greentree for summer event, Resident info request.
  - Repairs on Fences completed August 9<sup>th</sup>. Painting confirmed to begin August 10<sup>th</sup>. All residents have been informed.
  - Summer event -Event was well attended with over 125 residents. Event total \$1900. Great success
  - Website Training with under the sun and Ivrrnet to be scheduled. 30 mins max expected for each all directors to participate.
  - HOA Map to be updated to include city responsibilities for information purposes.
  - AGM Date for 2019- April 23<sup>rd</sup> 2019 @ 7pm. Tanya Eklund and Triona Cosgrave to attend as guests.
  - Roles to be confirmed at next meeting for Alberta Registries. Tanya will submit on behalf of the association.
    - President – Ted Byrt
    - Secretaty – Courtney Denham
    - Treasurer – Ryan Chiew
- 6. Next Meeting Date- Turnover**
  - Monday October 1<sup>st</sup>, 2018 at 1:00 pm
  - Suite 900, 10310 Jasper Avenue (Main Boardroom)
- 7. Adjournment- 2:41pm**