

Larch Homeowners Association Minutes

1.0 Introduction

The Larch Homeowners Association meeting was opened by Michaela Davis of Melcor Developments Ltd. representing Larix Communities Inc.

Date: Wednesday, January 25, 2017

Place/Time: Terwillegar Recreation Centre,
Multi-Purpose Room B – 7:00 p.m.

Attendees: Michaela Davis, Melcor Developments Ltd.
Michelle De Jesus, Melcor Developments Ltd.
Karen Albarda, Melcor Developments Ltd.
Tanya Eklund, Melcor Developments Ltd.
Monica Brown, Melcor Developments Ltd.
Sonny Mirth, Reynolds, Mirth, Richards & Farmer
48 units (including proxies) of the Larch Park
community were represented.

2.0 General Information

Michaela Davis informed the attendees that the purpose of this meeting was to start the turnover and transition process of the Larch Homeowners Association by electing a Board of Directors consisting of 3 "Melcor" people and 2 members of the Larch Park community. Michaela explained that Larix Communities Inc. (Developer) does have controlling votes in the Larch Homeowners Association, but the sole purpose of electing majority "Melcor" members is to educate the "Resident" members and provide as much information and assistance as possible for a smooth transition process.

3.0 Formal Business

3.1 Meeting was called to order at 7:05 p.m. Michaela Davis, being the President of the Larch HOA confirmed she would Chair the meeting and announced that Tanya Eklund would take the minutes.

3.2 Confirm a Quorum. 5 persons that are collectively entitled to cast votes are required to be attendance to confirm a quorum. 48 units answered roll call. Quorum was confirmed.

- 3.3 Determining the numbers of Directors to be elected to the Board. There has to be a minimum of 3 members and a maximum of 7 members on the Board. Michaela Davis asked for a motion to set the number of Directors to 5.

A motion was put forth by Frank Smith that the Larch Park Homeowners Association Board of Directors has 5 members. This motion was second by Chris Wilkinson. Motion was passed unanimously.

There was discussion as to why only 5 Board members and not 7. Michaela Davis explained the purpose again and added that the Board would accept "Members at Large" to attend the Board Meetings.

- 3.4 Election of the Board of Directors.

Larix Communities nominated the following people to be members of the Board:

Michaela Davis
Michelle De Jesus
Tanya Eklund

The following "Residents" came forward to volunteer to be members of the Board:

Frank Smith
Greg Eitzen
Ted Byrt
Courtney Denham

Because more than 2 volunteers came forward, a vote would have to take place. Sonny Mirth explained the voting process and also stated that Larix Communities would only vote for the "Melcor" nominations in order for the voting process to be fair.

Monica Brown from Melcor Developments Ltd. was appointed Scrutineer and Chris Wilkinson, a resident from the Larch Park community was appointed to assist.

The floor was opened to nominations and introductions.

Each candidate introduced themselves and gave explanation as to why they wanted to be on the Board.

No further nominations came forward and nominations were closed.

Voting took place and Scrutineers counted the ballots and announced the 5 persons with the most votes:

Frank Smith
Courtney Denham
Michaela Davis
Michelle De Jesus
Tanya Eklund

A motion was put forth by Jay Pritchard to elect the five persons announced for the Larch Homeowners Association Board of Directors. This motion was seconded by Greg Eitzen. There was no discussion on this motion and the motion was passed unanimously.

It was stated that Greg Eitzen would attend the Larch Homeowners Association meetings as a "Member at Large".

A motion was put forth by Frank Smith to destroy the ballots. This motion was seconded by Vivian Hartford. There was no discussion on this motion and the motion was passed unanimously.

- 3.5 Review Financial Statements. It was suggested to the attendees to table the review at this time as there is no formal statement. Larix Communities Inc. has only collected a \$400.00 fee from each lot sold and has incurred all expenses. As of January 25, 2017 the bank account has revenue of \$76,400.00 and there is still \$19,920.00 in fees to be collected on remaining lots to be sold. It was stated that fees have been collected on 302 units in the Community. It was determined that there was a discrepancy in these numbers and it would be reviewed and presented at next meeting of the Board.

A motion was put forth by Frank Smith to table the review of financial statements to a later date. This motion was seconded by Courtney Denham. There was no discussion on this motion and the motion was passed unanimously.

- 3.6 Appointment of Auditors and/or Accountants. It was suggested to the attendees to table this appointment at this time.

A motion was put forth by Chris Wilkinson to table this appointment. This motion was seconded by Frank Smith. There was no discussion on this motion and the motion was passed unanimously.

4.0 General Discussion

- 4.1 Michaela Davis gave an outline of the items that the HOA is responsible for maintaining. She also stated that fees would be collected this year and invoices will be sent out to residents in the second quarter of 2017.

- 4.2 Question as to why there were no budget handouts. Michaela Davis stated that a Budget will be mailed out with the Invoices.

- 4.3 Michaela Davis gave an update to the Las Palmas situation. Las Palmas is currently in receivership. Melcor looked into purchasing the lots but was unable to because of the receivership. These lots have since been sold to another Builder, which Melcor has not had any involvement in.

- 4.4 A resident suggested that a cost assessment be completed in regards to the Masonry. Michaela Davis will look into the cost of this assessment.

- 4.5 Michaela Davis gave an update on the Ekos Sites.

5.0 Closing

- 5.1 The meeting was adjourned at 8:58 p.m. by Michaela Davis