

**Larch Homeowners Association
Board Meeting
October 4, 2021 @ 2 pm
Google Meet
Meeting Minutes**

1. In attendance:
 - a. Tyler Zukiwsky
 - b. Don Scheer
 - c. Trevor Houtstra,
 - d. [Chris Wilkinson](#),
 - e. Emily Milner
 - f. Bryanne Tywoniuk
 - g. Michaela Davis - Melcor
2. Tyler Zukiwsky - welcomed everyone to the meeting.
3. Michaela Davis joined as the property management representative
 - a. Michaela started by advising the board of changes to service
 - b. Michaela advised the board that since [Triona Cosgrave](#) resigned from Melcor they have not found a replacement for the Property management side of their business.
 - c. Melcor has decided to move away from property management
 - d. Melcor has chosen Core Real Estate Group - Property Management to move their current clients over.
 - e. Transition turn over date is set for November 1, 2021.
4. Board asked Michaela if Larch Park is committed to using CORE or if we have the option to move our account to someone else.
 - a. Michaela advised that if the Board chose to use another Property Management company that it would be approved. Melcor understands that the Board may want to use another company and there would not be any problem with that
5. Board asked Michaela where the HOA stands with our statement of accounts.
 - a. Michaela stated she would look into it further and let us know
6. Michaela Davis then advised on a couple other items
 - a. Christmas lights - she is waiting for approval from the Board
 - i. She noted the proposal was quite large and we may want to reduce the scope of it and she could facilitate that if we choose.
 - b. Ice Rink
 - i. She spoke to Shaun at Outdoor Inc and confirmed with them that they do not apply for a permit.
 - ii. Michaela advised that she applied to the City for a permit and is waiting for their response.
 - iii. The lot is referred to as 42MR
 - c. Receivables
 - i. 42 residents still outstanding
 - ii. 12 from Sparrow Landing
 - d. South Ekos
 - i. Board concerned that the trees in the landscape are being taken out and not replaced equally - Michaela will look into it
7. [Michaela Davis](#) finished her business with the board and left the call.

8. Board discussed the following:
 - a. Garbage Cans - a couple extra placed near entrances to paths
 - i. Chris will contact 311 to inquire about having cans added
 - b. Signage for garbage cans
 - i. Trevor has a friend with a sign company that might be able to help. He will ask
 - c. Survey of residents
 - i. Tyler suggested sending out a survey to the community asking for feedback on the flower pots, christmas lights, skating rink, and other areas they want the HOA to focus on.
 - d. Tyler to contact our Lawyer to see where we're at for outstanding fees.
 - e. Board discussed the property management situation
 - i. we talked about other options and getting quote from other ones that manage nearby. Chris had previously done some research and will find the information and let us know.
 - ii. Board decided to allow CORE to continue with transition of HOA documents in the mean time.
 - iii. Bryanne - advised the board she was in contact with Triona Cosgrave who had been with Melcor doing our property management before she left. Bryanne learned that Triona might be starting her own business and if she does would we want to consider using her.
 1. All were in favour of this option if she started her own business
9. Follow Up Items:
 - a. Chris - additional garbage can request
 - b. Trevor - signage for garbage cans
 - c. Tyler - survey and lawyer
10. Meeting adjourned at 15:02