



Woodhaven-Edgemont Homeowners Association

July 06, 2020, Decisions/Actions

1. Management: Acceptance of termination of Astoria management agreement took place, to be effective July 15th, 2020.
Decision made to enter into a software management agreement with Yardi Breeze. Doing so will enable the board to manage the collection and maintenance of fees on behalf of the community.
Determined that rather than hiring a part time bookkeeper, the treasurer would assume the duties for the interim given that the software program may facilitate much of the work required. A bank account and credit card application are underway to facilitate the funds management. Change of Directors and Change of Management Office have been filed with Corporate Registry Office.
Decision made to open a Post Office Box for receipt of any correspondence by the Board.
2. Communications: A draft website has been set up and open for review and suggestions.
3. Directors Indemnity: Decision made for the HOA to enter into an Indemnity Agreement with each Director with respect to liability claims.
Decision made to obtain liability insurance quotes, in keeping with the bylaws.
4. Maintenance: Ongoing discussions regarding the responsibility of the developer, the City, and the HOA's interactions with them.
5. Financial Matters: Discussion on financial outstanding reports from the management company. Decided to name Treasurer and Secretary as representatives with CRA.
Collection Policy drafted for review by board members.
6. AGM: Discussion regarding date and location of 2020 AGM, as well as draft agenda.
Resolved that the current members holding positions of President, VP, Secretary and Treasurer would expire in 2021, remaining members eligible for election to a new 2 year term expiring in 2022.