

**Homeowners Association (HOA)**  
**Board of Directors Meeting Minutes**  
**September 13, 2021**

**Actions and Decisions**

**1) City**

- City of Edmonton (CoE) is working on a HOA study. Details to be shared when available.
- Trees marked with paint are going to be cut down/removed.
- No answer from CoE Rep. regarding attendance at HOA Board Meeting to discuss naturalization.
- Drainage: Problem area will be replaced with sod in 2022. CoE will reassess the area spring 2022.
- Ruts: CoE assessed and say there is no safety risk. Sidewalk is beginning to heave. If there is a tripping hazard, call 3-1-1.
- Community feature: Condo strata voted against putting the community sign on their property. Contact Councillor Hamilton (or other Councillor if Sarah Hamilton not re-elected) after civic election for further discussion.

**2) Committee Updates**

- Maintenance Committee: Barton instructed to delay any other landscaping work pending review of remaining budget. Pruning: Should be done annually, in the fall (was done spring 2021 because had not been done previously). Motion passed to approve additional expenses to complete weeding and pruning. Will review need for mowing equipment in 2022. Maintenance Committee requested to review the CoE and HOA maintenance contract. 2022 plans and budget proposal to be ready early 2022, in time for new HOA Board to review following the 2022 AGM (April).
- Committees requested to provide their plans to Board prior to meetings, for time to review.
- Beautification Committee: Many residents have volunteered for the adopt-a-bed program. Consider option to give residents option to contribute funding towards Adopt-a-Bed if they are not prepared to spend time to do the work. Adopt-a-Bed signs were not completed yet but will be discussed during the winter. Two work-bees during the summer. Waiting for information from Brookfield about the area where the new path will merge with the existing path. Want to know if they plan to put a garbage can in that area (garbage can requires CoE approval due to garbage pick-up). Purchase of bench and garbage can will be discussed.
- Communications: No updates yet regarding the Teams site. Will resume meetings and discussions. Spreadsheet with details regarding external parties' contact has been posted to the Teams site.

**3) Financial Matters**

- Motion approved to give Treasurer signing authority for HOA bank account.
- Collections and Fees: approximately \$10,000.00 outstanding.
- Preparing notices go to the bank (mortgage holder) for homeowners in arrears over 1 year.
- May to August bank statements and financial reports uploaded to Board Teams site.
- Motion passed to run Yardi and Quickbooks simultaneously for a couple of months before terminating Yardi account after audit.

**4) Other**

- HOA Board social event delayed.
- Next AGM will be April 2022.