



**ALLARD HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
APRIL 25, 2022  
7:30PM**

Minutes of the Board of Directors Meeting of the Allard Homeowners Association Edmonton, Alberta, held via Microsoft Teams

**CALL TO ORDER**

Board member Mike Moran called the meeting to order at 7:35pm

**In Attendance:**

Mike Moran  
Jacky Tsui  
Lucas Lau  
Hiep Ngo

**AGENDA**

**1. FORMS**

- a. Lucas need help filling out AcordPay form
- b. Jacky need help filling out D&O Insurance form

**2. INVOICING**

- a. Lucas submitted Ansun Yang's web design invoice
- b. Lucas notified Ivrrnet and Jacky that we will pay the April web hosting invoice of ~\$80, however, it will be last payment as cancelation was issued around March 19th

**3. DIRECTORS' INSURANCE**

- a. Hiep and Jacky agreed that we need the liability insurance
- b. Jacky reached out to insurance provider to see if there is a more appropriate form than the form for condominium / strata board

**4. HOA DRAFT FINANCIAL STATEMENTS** - Board did a preliminary review of financial statements

**5. CREDIT CARD**

- a. Jacky did not hear back from ATB
- b. Jacky will follow up again with ATB

**6. IVRNET & WEBSITE TRAINING** - Scheduling for May

**7. COLLECTIONS:**

- a. Lawyer suggests not pursuing in court at the moment
- b. Board considering incurring interest penalty for outstanding invoices

**8.BUDGET** - Planning to start putting a budget in the next few meetings

Meeting adjourned at 8:46pm. Motion – Mike – seconded – Jacky Tsui

**NEXT MEETING DATE**

Monday, May 9<sup>th</sup>, 2022, at 7:30 pm via Microsoft Teams