



**ALLARD HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
FEBRUARY 28, 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 7:32pm

**In Attendance:**

Mike Moran  
Jacky Tsui  
Lucas Lau  
Hiep Ngo

**AGENDA**

1. Legal / Collections/ Response to Scott:
  - a. Begin accruing of interest beginning Jan. 1st, 2022
  - b. The board agrees to leave out *"we may receive further instructions to pursue legal action if payment of the 2021 Fees is not received before the Final Extension Period expires"*, as per Scott's recommendation (Lawyer) at this time
  - c. Mike responding to Scott's inquiry last sent Feb. 15th, 2022
  - d. 2nd notice mail out to proceed
2. Insurance: no new developments. Mike to follow up in an email.
3. Corporate credit card: Jacky did not hear back from ATB. Lucas did hear back from BMO, while it is not finalized, but the expectation set right now is that it is unlikely that we would be eligible from the BMO Business Credit Card.
4. Accounting: Jacky still working closely with the accountants. Jacky providing Ivynet invoices and in the process of setting up a GST account.
5. Ivynet refund from MLC: Waiting for Nov. & Dec 2020. Jacky is tracking this item.
6. Website: Ansun Yang doing a great job with the site so far. When ready, Lucas will ask the vendor to clone to live and publish.
7. PerfectMind: Met Carla with Michelle, very disappointed to learn of the challenges faced by the Greydon Hill and Keswick communities. Mike motioned to stop pursuing Perfectmind, seconded by Jacky.

8. Secretary Work: Lucas met with Michelle, and the first item she is going to do is to edit our board minutes so that we can publish them on the website.
9. AGM: Michelle advises that she has some experience. Last year was May 31st, 2021. Michelle asks:
  - a. Board should set a date.
  - b. Board to decide if we want to do it live or virtual / only.
  - c. Lucas / Michelle discussed broadcast interest for new board members & volunteers.
10. Ivrrnet: No new development.
11. Legal Payment: Board requests Legal invoices on a monthly basis. Scott agreed to follow the board's request.
12. Cougar Creek & Delta Valley: Mike signed the cheques.
13. Online payment collection system. Board discussed building custom database using QuickBooks as an accounting / invoicing / payment system. Board would need to decide on the schema format of the database. Mike will talk to the DB developer, board agrees.

Meeting adjourned at 8:45 pm. Motion – Mike – seconded – Lucas Lau

**NEXT MEETING DATE**

Monday, March 14th, 2022 at 7:30 pm via Microsoft Teams