



**ALLARD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 4, 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 7:37pm

In Attendance:

Mike Moran
Jacky Tsui
Lucas Lau
Hiep Ngo
Guest: Michelle

AGENDA

1. Michelle - Mail Out Package with error on Budget page:
 - a. Replace old budget in each envelope with new budget, due to error on original budget found
 - b. 1,500 envelopes already prepared
 - c. Remaining 500 packages / envelopes stamped but not sealed
 - d. She will need to open 1,500 packages and re-do
 - e. In consultation with board, Michelle will need to open a large number of envelopes, and re-tape. As a result, we will need to post a note about "taped" envelopes on the website and Facebook
 - f. Michelle can get additional help to help prepare envelopes for mail out
 - g. Michelle requesting Mike's assistance to wordsmith messaging on website/FB regarding the situation
 - h. She will give update in a few days before she heads for vacation
 - i. Ordering new envelopes which needs to be made will cut into our tight timelines
2. Ivrrnet
 - o Michelle verify that Ivrrnet is set up to take 2022 payments
3. Landscaping
 - o Mike able to get a 3-year landscaping license

- There is a list of things we can do and things we can't do as part of landscaping
 - The plan is to list this out on the website, which will be communicated on the website/FB
 - Weed spraying is strictly forbidden
 - We are not allowed to pull out / replace shrubs. That require additional permit which won't get approve this year
 - Mike has asked the City employee to go for a walk with him to observe the area
 - We are allow to lay out fabric to assist with weed control
 - The plan is to keep at it and we will see continued improvement over the next few years
4. Domain name renewal:
- Lucas will renew the allardhoa.com domain
 - Board recommends putting on auto renewal if possible
5. AcordPay:
- Lucas signed on as a principal with AcordPay, if successful, will reduce our credit card transaction fees
 - #1 concern is the timing on any outage

Meeting adjourned at 8:40pm. Motion – Mike – seconded – Jacky Tsui

NEXT MEETING DATE

Monday, July 18th, 2022, at 7:30 pm via Microsoft Teams