



**ALLARD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 28, 2021
7:00PM**

Minutes of the Board of Directors Meeting of the Allard Homeowners Association Edmonton, Alberta, held via Google Meet

CALL TO ORDER

Board member Prabhat Chaturvedi called the meeting to order at 7:07pm

In Attendance:

Mike Moran

Jacky Tsui

Lucas Lau

Prabhat Chaturvedi

Hiep Ngo

Paurush Sharma

Carla Steadman

Absent: John Schumacher

AGENDA

1. **Approval of minutes including the minutes of June 4th, June 7th, June 15th, and June 21st - Mike**
 1. All Approved

2. **From the desk of Treasurer - Jacky**
 1. Bylaw Clarification - Part 5
 - a. Field Law did not create - Responsibilities only pertain to collection of fees.
 - b. MLC gave contact for who created bylaws - Awaiting response.
 2. Accounting firm has HOA experience - Never worked with an HOA regarding what needs to be filed specifically. Will research and get back to Jacky
 3. Nothing has been filed since the incorporation of the HOA as of May 2020. Current board needs to file for the year 2020. Jacky to look into this.

3. **IT Updates – Lucas**
 - Transition of allardhoa.com domain
 - MLC owns this domain, Lucas is working on getting this transferred to the AHOA.
 - Motion to give Lucas permission to get this transferred

- Mike Motions - Second John
 - Facebook
 - Has been transferred to the board now.
 - Posting AGM minutes, Survey results and Bylaws on the website
 - Lucas is looking into how best to post these.
 - Motion for permission to post these items on the website
 - Motion Mike - Second
- 4. Landscaping maintenance project – John/Paurush/Carla**
1. Committee initially recommended LandCo.
 - a. Board only looking from July 1 to September 30
Landco for Lawns and garbage - \$27940 (till Oct)
Delta for lawns and garbage - \$16500
Greendrop for weed control. - \$13500
 - b. Board voted unanimously for Greendrop for weed control and Delta for Lawn maintenance and garbage pickup.
 2. Carla/Paurush/John to investigate Green/Yellow map and responsibilities regarding it.
 - a. Carla/Paurush/John to find out city responsibilities with regards to the green area.
- 5. Brent's concerns to respond back - Mike - Moved to next meeting**
- 6. Clarifications on the Allard HOA boundary as Vistas at Allard HOA has their own boundary - Prabhat - Moved to next meeting**
- 7. Carla's desk – Mike - Moved to next meeting**
- Transfer Carla's Responsibilities
 - Review Carla's documents
 - Farewell
- 8. Trainings - Mike - Moved to next meeting**
- Office 365
 - SharePoint
 - OneNote
 - OneDrive
- 9. Policy/Process development/improvement related issues – Mike - Moved to next meeting**
- Developing Mission Statement
 - Money Investments
 - Credit Card
 - Code of conduct/ethics/confidentiality
 - KPI reporting
 - Board positions
 - Conflict resolution process
 - Transparency - what documents should be available - frequency
 - Domain Naming
 - Insurance for board members and property

- RFQ Process
- Reach out to members for committee volunteers

Motion by to adjourn at 9:02pm - seconded by Mike Moran – meeting adjourned

NEXT MEETING DATE

Monday, July 5, 2021, at 7:00 pm via Google Meet