



**ALLARD HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
April 6, 2023  
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 7:38pm

**In Attendance:**

**Mike Moran**

**Lucas Lau**

**Hiep Ngo**

**Neerav Sareen**

**Michelle as guest**

**AGENDA:**

1. AGM:
  - Michelle spoke with Scott (Lawyer) and he is available for the evening of Sept. 25th & 26th.
  - Michelle reaching out and awaiting response from EPSB regarding availability.
  - Scott is willing to assist in contributing his part into the ship out package.
  - President's Letter should be fairly easy to modify from last year.
  - We want to include a community league letter update for the residents.
  - The Board intends to put together a budget in a very short order.
2. QuickBooks:
  - Michelle entered most of the information into QB's and is nearly complete.
  - Michelle is trying to get a hold of Paurush as he is required to provide bank statements.
  - In the event that we still don't hear from Paurush, Mike will be reaching out to the bank to seek the required information.
3. 2021 Fees Arrears:
  - The board is pursuing next legal steps towards collecting 2021 fees.
  - Awaiting for additional info from our lawyer.
4. Web Developer Fee Updates:
  - Our web developer Ansun is increasing his hourly rate from \$70 to \$78.
  - Neerav motions to accept the rate increase. Second by Lucas.
5. Credit Card:
  - The board has not received the new credit card. Mail last checked on Apr. 5th, 2023.

- Michelle will check upon receiving the new card on whether there are any changes on the details, so that website & Microsoft can be updated accordingly.
6. Audit Process:
- Continued with the plan to use 3rd party audit, which was already motioned on March 8th.
  - These steps will begin as soon as info is input into QuickBooks, and so should begin in a week or so.
  - Francis has already provided companies that can assist us with the audits.
7. Ivrrnet:
- Emailed Ivrrnet but no response.
  - Reviewed agreement signed in March 2022, the contract and terms auto-renews. Therefore, we had auto-renew already to March 2024.
  - Any changes require 90 days notice, so a future review need to be completed before Dec. 2023.
8. Website Updates for Minutes:
- Michelle will ask web developer to update the website with minutes this weekend.
  - At this point, minutes are current as of December.

Meeting adjourned at 8:11pm. Motion – Mike, seconded – Lucas

**NEXT MEETING DATE**

Tuesday April 18, 2023, at 7:30 pm via Microsoft Teams