



**ALLARD HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
March 8, 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

Melissa Carnes

Francis Lam

Lucas Lau

Hiep Ngo

Guest: Michelle

- Review last meeting minutes from February 6, 2023. Mike approved, second from Melissa
- 2023 Q1:
 - a. Prepare first year mailout with AGM date and 2023 invoices with due date.
 - i. September 25, 2023? Michelle will request gym rental through the school for the space.
 - ii. Will determine/prepare a budget for mail-out and AGM meeting
 - b. Complete audits with volunteers. - Will discuss at next meeting
 - c. Update on community league in mailout. Francis will do this
 - d. Presidents letter
 - e. 2023 Budget. Will discuss at next meeting
- Payments:
 - a. 2022 - 610 outstanding
 - b. 2021 - 262 outstanding
- Mike motioned for Michelle to order online QuickBooks. Hiep second
- Michelle will order a new cheque book through ATB
- Discuss with legal council next steps for 2021 outstanding payments
- Use 3rd party for audit. Mike motioned, Francis agreed. Francis will reach out to a couple companies to use
- Community league has a mailbox now. Steering committee has been started. Francis will ask committee if they have any communications to include in the AGM Mailout
- Lucas will confirm Ivrrnet renewal timeline

Meeting adjourned at 8:44pm. Motion – Mike, seconded – Lucas, Carried

NEXT MEETING DATE

Tuesday March 28, 2023, at 7:30 pm via Microsoft Teams