



Allard Homeowners' Association

PO Box 25516 Callaghan PO

Edmonton AB T6W 4N8

Minutes of the Special Meeting April 16, 2024

Date: April 5, 2024

Time: 7pm

Location: Teams

Call to Order and Establish Quorum

The meeting was called to order by Tushar at 7pm,
Two board directors out of three being present completed the quorum.

Attendees:

Tushar Raval, Vipin Kumar Yadav, Gunjan Vyas

Absent: Hiep Ngo, Vice President.

Approval of the Agenda

MOTION: by Tushar to approve, seconded by Vipin Kumar. Motion unanimously carried.

Agenda:

- To welcome the new volunteer from the community, brief them about the duties current board is performing and areas of support
- Appointment of new members
- Discuss urgent matters of outstanding HOA fees and handling banking, bookkeeping
- Safety in the community

MOTION: Approved by Tushar and Seconded by: Vipin Kumar.

Voting for Mr. Gunjan Vyas

- Mr. Gunjan was invited to provide his full name and address as well as his brief background and motivation to join the board team
- It was confirmed by the board that Mr. Gunjan has a good standing with no outstanding fees towards Allard HOA
- Mr. Gunjan was unanimously accepted by the board with votes by Tushar and Vipin to join the HOA Board team.

Matters up for Discussion:

- Web Hosting Service:

The web hosting service went out of service for a day due to the rejection of the credit card registered with them. HOA credit card is cancelled after the resignation of the last president and it is waiting for the acting president, Hiep Ngo to take it over. Meanwhile Tushar will use his personal credit card to make the payment and keep the web service up and running.

Motioned by Vipin and approved by all.

- Safety in the Community

The board is concerned about increasing instances of break-in within the community. All the board members decided to participate the Community Safety Conversation event to be held on April 30, at 6:30pm. This event will be open for the community and will be led by councillor, EFRS, EPS, City Community Safety Team and other guests.

- Communications (Vacant)

In the absence of secretary, our current board is trying hard to convey the messages to the community through facebook page and web. However, board has invited new members by posting on social media numerous times.

- Legal Actions to recover the HOA fees from the residents with outstanding fees

In the last meeting, March 14, it was decided that Mr. Hiep will connect with the law firm to setup a meeting and also let the board know in two days about his plan about what duties he can perform while being on the board as he earlier refused to take any role with commitment. It is decided that the board will meet with the law firm on April 16 at 5:30 to discuss the path of action to recover the outstanding fees for 2021, 2022, 2023

- Banking and Bill Payments

Since Hiep Ngo hasn't responded to any follow up emails after March 15 on the outstanding items, it is decided that the banking duties will be divided among other board members in the next meeting.

Next Meeting

Next meeting is April 16, 2024, at 6:30p.m. – 7:30 p.m. via Teams Adjournment

Adjournment

MOTION by Tushar Raval to adjourn meeting at 7:45pm. Seconded by: Vipen Kumar Yadav unanimously carried.