



Allard Homeowners' Association
PO Box 25516 Callaghan PO
Edmonton AB T6W 4N8

Board of Directors Minutes of the Meeting May 2, 2024

Date: May 2, 2024

Time: 6:30pm

Location: Teams

Call to Order and Establish Quorum

The meeting was called to order by Tushar at 6:33pm, everyone present

Attendees:

Tushar Raval, Vipen Kumar Yadav and Gunjan Vyas

Guests:

Michelle Antonyshyn (guest)

Approval of the Agenda

MOTION: by Tushar to approve, seconded by Gunjan Vyas. Motion unanimously carried.

Agenda:

Approval of the previous Meeting Minutes April 16, 2024

MOTION: by Tushar Raval to approve the minutes. Seconded by: Vipin Kumar. Motion unanimously carried.

1. Reports

President's Report (Vacant)

VP Report (Hiep Ngo)

no report

Secretary (Vacant)

no report

Director Report (Gunjan Vyas)

Has sent out an email to three different accounting firms to receive bookkeeping quotes and is still waiting for responses. An email has been drafted to ask that we need a bookkeeping service along with auditing services and for the accountant to be present at the AGM to answer any questions/concerns.

We have one quote from the previous accountant (Lim & Associates)

D & O insurance has been updated to reflect new board members

Landscaping Director (Tushar Raval)

Tushar will be meeting with Rockland to discuss the possibility of doing the summer contract.

Safety in the Community

The board is concerned about increasing instances of break-in within the community. All the board members decided to participate in 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 a secretary, our current board is trying hard to convey the messages to the community through Facebook page and web. However, the board has invited new members by posting on social media numerous times.

Administrative Update (Michelle Antonyshyn) Discussed by the board as a whole

- 2024 HOA fees invoices to be sent out to residents.
- Board is considering more effective electronic tools to send out the info to the residents to save the paper cost, printing cost, and mailing cost.
- The first round of communication will be 2024 invoice along with a statement of any outstanding

- Gunjan suggested we send out the 2024 invoices now and follow up with the AGM package in the summer. We can send the AGM save the date through Facebook as well as some msg boards at couple of entrances.

- Scenario two, send out a letter with the reminder to pay your 2023 invoices along with the great improvements that the board is making for the community.

Old Business

2021 HOA fees

Legal option is too expensive and may not have a favorable outcome for Allard

After May 23, 2024, the legal limitation process will expire and we can no longer legally go after any claims (court), but we can still use other resources like collection company, letter to homeowners banks etc.

Gunjan suggests that we should target invoices for residents who have not paid their 2021 & 2022 HOA fees and pull land titles on them.

New Business

no report

Action Items

Tushar - will touch base with Scott regarding what our next steps should be for collecting the 2021 HOA fees and sending notifications to the lending banks and what will be more effective if we are not going to go the legal route

Tushar – will work on updating the letter to the bank for collection on the 2021 HOA fees

Michelle – will work on getting the letters to the bank once all is confirmed

Michelle – follow up with the bank for signing authority paperwork

Tushar/Gunjan/Vipin – landscaping quotes

Next Meeting

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

Adjournment MOTION by Tushar Raval to adjourn meeting at 8:00pm. Seconded by: Vipen Kumar Yadav unanimously carried.