
MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE OWNERS CORPORATION, STRATA PLAN 47991, 41 Rocklands Road, Wollstonecraft held on FRIDAY 29 AUGUST, 2003 at 6:15 p.m. in the offices of Bright & Duggan Pty Ltd, 37-43 Alexander Street, Crows Nest.

PRESENT: T. Moon (44) R. Flannery (59)
P. Dickeson (86) I. Muncaster (159)
C. Murray (129) D. Glanville-Williams (127)
E. Nicholls (162) R. Joy (155)

APOLOGIES: B. Burke (156)

IN ATTENDANCE: Chris Curtis (6)
Stephen McCulloch (Bright & Duggan Pty Ltd)

CHAIRMAN: T. Moon chaired the meeting and started proceedings at 6:15pm.

MOTION 1: *Minutes* **Resolved** that the minutes of the previous Executive Committee Meetings held 7 July, 2003 and 17 June, 2003 be approved.

Matters Arising from 17 June, 2003:

Common Property Carspace:

Carspace to be caged and used for *the storage of maintenance equipment and consumables*. Bright & Duggan to instruct Maintenance Building Services to carry out works with and George Wajda as site contact.

Allgate:

Bright & Duggan to follow up Motion 9 and ascertain recent failure of the garage gate following service.

Unit 103:

Bright & Duggan progressing with liability claim through insurers.

MOTION 2: *Finance* The Financial Statements were received for the period ending 31 July, 2003.

The levy arrears situation was discussed and it is accepted that Bright & Duggan have a policy in place for recovery of any outstanding arrears (as described to the meeting) and the committee endorsed the continued application of that procedure.

MOTION 3: *Annual Fire Certification* **Resolved** that Wormald the quotation for rectification/repair works as identified in the Tyco Annual Certification Assessment Report dated 4 August 2003 be actioned and that further works, as described in quotation dated 28 August, 2003, be authorised through the Major Works Committee

MOTION 4: *Major Works Committee* a) Received advise from solicitors regarding the responsibilities of the Owners Corporation in respect to the rectification/replacement of the existing balcony rails and

- the process for entering into contracts for these works..
- b) **Resolved** to approve further painting works of \$6,000
- c) **Resolved** that extra florescent lights be installed in garage areas) at a cost of \$2,000 be approved.
- d) **Resolved** that repairs to the external garbage area at cost of \$6,500 be approved.
- e) **Resolved** that the replacement and painting of three (3) pergolas be approved at a cost of \$18-20,000 as quoted – quotations to be circulated.
- f) **Resolved** that further legal advise be sought on possible recovery action for building defects and balcony railings in accordance with the legal advice received of 25 August, 2003.. (as tabled).

MOTION 5:
General Reports

Parking:

Resolved that Bright & Duggan write to agents of unit 138 of continued breach of by-laws for visitor parking and request that the owner/agent deals with the matter in an appropriate manor in view of the occupiers breaching the lease agreement as well as by-laws.

Lifts:

Lifts: **Resolved** that the ownership notices (showing Meriton) on lifts be changed to show the Owners Corporation Strata Plan 47991 are owners and that such works be carried out by Otis with Bright & Duggan to organise.

Web Site:

Link to Bright & Duggan web site to be included on Strata Plan 47991 web site.

CORRESPONDENCE:

The Executive Committee Strata Plan 47991 resolved in principle that an independent lift consultant Jim Campbell and Associates be appointed to undertake a review of lifts (Hazard and Risk Assessment as well as production of Safe to Operate Certification) to determine compliance with Occupational Health & Safety regulations concerning lift safety and registration and authorise the Strata Managing Agent to sign and lodge the annual lift safety statement with workcover. This matter to be included for resolution at next executive committee meeting having not been included on agenda as per schedule 3 of the Strata Schemes Management Act 1996 (as amended).

The chairman closed the meeting at 6.30pm

Next Meeting: Thursday 4th September, 2003 at 5:00pm in the gym on site.

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CHAIRMAN

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DATE