

**STRATA PLAN 47991**  
**41 Rocklands Rd, Wollstonecraft**

**MINUTES OF**  
**EXECUTIVE COMMITTEE MEETING**  
*held Monday 21 August 2006 at 6.15pm*  
*in the Offices of Bright & Duggan at 37-43 Alexander Street , Crows Nest*

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**M I N U T E S**

**Present:** T. Moon, P. Dickeson, R. Joy R. Flannery  
C. Wykes, C. Murray, Ian Smith, B. Burke

**Attending:** Phillip Torpy (Bright & Duggan Pty Ltd)  
De Filippo (unit 107) and Feltham & Rose (unit 134)

**Chairman:** Tony Moon chaired the meeting.

**MOTION 1:** *Resolved* that the minutes of the previous executive committee meeting  
*Minutes* held on Monday, 26 June 2006, be adopted.

Matters arising from the minutes:

1. It is noted that annual fire monitoring is underway.
  2. There are a list of by-laws to be drafted before the next annual general meeting, pertaining to:
    - Smoke detectors.
    - Pergolas that have been repaired or replaced.
    - A by law relating to unit 18's proposed alterations and plans for their lot.
- Outdated/irrelevant by-laws need to be deleted, such as relating to lot 80.

**MOTION 2:** *Resolved* to receive the financial statement.  
*Financial Committee*

Note:

Current financial reports are standard to strata plans and additional reports were tabled for consideration for future meetings.  
Bright & Duggan will be advised as to the reports the finance committee would prefer for future reporting purposes.

Finances are on track. A sinking fund analysis needs to be done in line with new legislative requirements.

**MOTION 3:**  
*Parking Committee*

1. **Resolved** to accept the tabled parking committee report, including the recommendation that vehicle YWA114 (belonging to unit 102) not be allowed to use the Visitors' Car Park. The committee did not accept the owners' reasons and believed that there was adequate space available within 102's dedicated garage.
2. The following vehicles have been recorded many times as parking in the visitor's parking space. Registrations are AOG 08Q, AXC 35M, YRB 393, ZFL 380, NAT 83B, ATF 14J, AD 81 QR, AJP 27Q, SLY 039, SS3273, YBROOK. If these vehicles continue to use the visitors car parking spaces further action will be taken.
3. Noted that a letter has been sent to all residents regarding the KSS security patrols beginning September.

**MOTION 4:**  
*Lot 161 notice to  
comply with by-law 2*

1. **Resolved** by the executive committee that Prabhat Gupta, the owner/occupier of lot 161, has breached by-law 2 by parking car registration No ATD 63F in the visitor car spaces of the common property without prior written owners corporation consent;
2. **Resolved** that, being satisfied that Prabhat Gupta has breached the by-law, in accordance with section 45 the strata manager is instructed to affix the common seal to, and effect service of, a notice upon him to comply with the by-law.

**MOTION 5:**  
*Operations  
Committee*

1. The operations committee has had several onsite meetings with Ezko regarding the cleaning schedules and other concerns. These onsite meetings have been very fruitful and have identified a number of issues. Meetings on site to continue.
2. A tree root is causing some damage along the tennis court fence near lots 156 and 157. The gardener will be asked to remedy this.
3. Upgrading of Gym equipment has continued. Defective equipment has been removed and new equipment installed after obtaining competitive quotations. Improvements to the gym ventilation are in the schedule of works program and will be dealt with in the near future.
4. Annual Fire Services Certification is underway. A letter was sent out to all residents regarding the annual check on all the fire doors, the smoke detectors, fire dampeners, locks and door closers. Noted that all unit owners must ensure that approved smoke detectors are installed.
5. A major power blackout in the area occurred recently. Otis needs to be consulted regarding operation of lift phones in black outs. Residents are to be advised of emergency procedures in particular regarding exits from garages.
6. Letter box drop to be arranged with a schedule of Council clean up dates at the building. TM to discuss with the cleaner before letter drop is done.

**MOTION 6:**  
*Communications  
Committee*

**Resolved** that the communications report was tabled and discussed. A Frequently asked questions (FAQ) list is to be placed on [www.PacificPark.org](http://www.PacificPark.org) PD will circulate FAQ to committee by email for comments and additions. Relevant contents of Welcome Booklet are also to be mounted on our website.

**MOTION 7:**  
*Major Works  
Committee*

*Resolved* to receive the major works committee report. The progress of approved major works was discussed.

1. On 28 August there will be a road closure on Rocklands Road for crane work for the next stage of pergolas construction.
2. Lighting upgrade continues.
3. Gardens upgrade continues.
4. Unit 107 air circulation still an issue – Proper smoke test is required.
5. Unit 121 ventilation noise is still a problem; access is needed.
6. Main garage doors replacement in planning.
7. Inspection on current intercom system and upgrade to be considered.
8. Water proofing to balconies completed in 2005 to be inspected prior to release of final contract funds
9. Expenses budget \$242k and spent to \$125,136 to date and on target.
10. Items to take into next financial year to be noted.
11. Painting Rocklands Road fence – partially completed.
12. Redirect water from construction joint on unit18 to avoid noise below still to be done.
13. Additional security cameras to be considered to assist with the building security.

**MOTION 8:**  
*Correspondence*

*Resolved* that recent correspondence has been tabled and discussed.

1. Deed with unit 18 concerning proposed alterations was tabled for records. Note that notification and agreement of costs is required before Owners Corporation incurs any costs. By-law to be done at cost to owners of lot 18.
2. Security proposal tabled.
3. Gym equipment proposal tabled.
4. Unit 51 – letter tabled – advice from Bright & Duggan to respond.

**MOTION 9:**  
*General Business*

*Resolved* that the following was discussed:

1. Mater Gardens improvements by Council noted. B&D to write to Parks & Gardens thanking them.
2. Auditor to be appointed – Engagement letter tabled and to be signed.

The meeting closed.7.10pm