

MINUTES

*of the Executive Committee Meeting of SP 47991, 41 Rocklands Road, Wollstonecraft
held Monday, 19 July 2010*

- Present:* Peter Dickerson, Sue Boyd, Ray Joy, Colin Murray, Robert Vernon, Chris Wykes, David Walker,
- Apologies:* Arlaina Loibl,
- Attending:* Bart Jaworski (Bright & Duggan Pty Ltd)
Kris Pruszynski (Kristal Property Services)
- Chairman:* Ray Joy chaired the meeting and opened proceedings at 6:00pm.

*Motion 1
Minutes* **Resolved** that the minutes of the previous executive committee meeting held 21 June 2010 be adopted with the correction that Chris Wykes was present at the meeting.

Matters arising:

Motion 1:

1. Civil Fire Design monthly report to be emailed to Kris Pruszynski & David Walker. Action Bright & Duggan

Motion 3:

2. The managing agent to issue a general circular to all residents in regards to By-law 17 (appearance of the Lots). Action Bright & Duggan

*Motion 2
Building
Supervisor
Report* The building supervisor's monthly report was received, discussed and actioned as required.

*Motion 3
Strata Managers
Report* The strata managers report was received and discussed. The Executive Committee approved the following requests subject to the standard terms and conditions:

1. Unit 158 – approval to house a pet.
2. Unit 62 – approval to install a floating floor and internal kitchen

renovations. Replacement of the windows and balcony doors was not approved. The Committee suggested an alternative solution by Magnetite Double Glazing Solutions already implemented by the owner of Unit 69.

3. Unit 139 – request to enclose the small balcony. Owner to submit full scope and drawings of the proposed works for the Committee’s consideration.
4. Unit 33 – power failure – noted and resolved.
5. The managing agent to prepare a proposal to obtain owners details including email addresses and correct phone numbers for emergency purposes and in the event to table a procedure for consideration at the next EC meeting for the EC to gain access for essential repairs.

*Motion 4
Committee
Reports*

1. Operations – received and discussed.
2. Works – received and discussed.
 - a. Infrastructure works are on track with the contract programme.
 - b. Unit 158 water penetration repaired.
 - c. Units 148 & 155 – acoustic report received and noted. No action required at this time by the Owners Corporation.
 - d. Unit 69 – pergola repairs – owner to follow up the contractor directly.
 - e. Unit 19 – noise issues are yet to be resolved. The source of the noise can’t be traced.
 - f. Façade Upgrade Works proposal from Premier Waterproofing was tabled at the meeting for the next two stages of the balcony repairs. Committee discussed the repairs of the South-West side of the property with the view that stage 1 of the works would commence in August and be completed before Christmas and Stage 2 would commence in February 2011.
3. Community Services (Communications/Gym) – no report received. Bob Vernon will prepare a proposal for the replacement of equipment – matter outstanding.
4. Gardens report tabled. The pruning of trees on the Rocklands Road and Pacific Highway together with the removal of a tree on the TAFE boundary was approved. C Wykes to meet with aborist before proceeding to discuss the works (to ensure correct shaping of trees). C Wykes to discuss maintenance proposed by NSC in the Mater Park

*Motion 5
Common
property*

Resolved to request the building supervisor to draft emergency manual for the following areas:

1. Electrical – location of the switch rooms and circuit breakers.
2. Water – Water supply and boilers operation.
3. Gas – when there is no hot water.
4. Security.
5. Garage Doors.

The purpose for the manual is to assist the Executive Committee to establish and rectify (within the scope of their ability and training) the faults with the equipment/services specifically outside normal trade working hours to restore services to residents.

Draft of these procedures to be tabled at the next meeting. Action Building Supervisor.

The EC will consider the extension of the current proximity security card system at the next meeting.

*Motion 6
Financial
Position*

The statement of financial position and performance was received.

Next meeting – Monday, 16th August 2010

There being no further business the meeting closed at 7.30 pm.