

MINUTES

*of the Executive Committee Meeting of SP 47991,
held Monday, 21 March 2011*

Present: R. Joy, A. Loibl, C. Murray, D. Walker, P. Dickeson, C. Wykes, S. Boyd, R. Vernon

Attending: Lee Stroud (Bright & Duggan Pty Ltd)
T. Tweedie (54)

Chairman: R. Joy opened proceedings at 6:00 PM

*Motion 1
Minutes* **Resolved** that the minutes of the previous executive committee meeting held 22 February 2011 be adopted.

*Motion 2
Building
Supervisors
Report* The Building Supervisors report was received.

1. The Building supervisor is to investigate with Civil Fire Design regarding replacing the smoke detectors in the garage area with thermal detectors to prevent the Alarm triggering due to car exhausts.
2. The Building Supervisor is to arrange for rodent bait stations to be installed along the boundary of Mater Park.

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

1. Unit 2 – Permission to install a laminate timber floor subject to the Standard Conditions.
2. Units 69 and 70 Garage Flooding. It was advised that the garage area was not designed to be a watertight area.
3. Unit 54 has removed their application for French Pay TV. The Committee has reported that UCG are providing them with a list of available services that would be compatible with the existing infrastructure to assist in similar applications in the future.

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4. Unit 24 are to be advised that they cannot proceed with the internal renovations at this stage. The Owners of Unit 24 are to provide:
 - a. General scope and technical specifications of the waterproofing methods to be used in items 1-4
 - b. Acoustic certification of the proposed timber flooring to be installed.
 - c. Further details on the proposed double glazing. If this was to be considered the double glazing would need to be installed on the internal side of the window.
 - d. Internal painting does not require approval
 - e. The flyscreen installation is approved so long as the standard colour and design is used.
 - f. Air condition specifications, location, drainage method etc.
 - g. Automatic garage door opener is approved.

*Motion 4
Committee
Reports*

1. Operations Report was received and discussed;
 - a. It was noted that Bob Blanchard of Jim Campbell and Associates are liaising with Otis in regards to the faulty indicator panel quotes.
 - b. Parking – a report was given on the recent car park Audit conducted.
 - c. It was noted that the database being currently used for the Car Parking enforcement by the committee was based on details from 2010. The Strata Manager provided C. Murray with an up to date Roll.
 - d. C. Murray is to draft an additional letter regarding security card access database information requirements to be circulated with the Bright and Duggan welcome pack.
 - e. It was noted that KSS used to provide a nightly audit of the car park area. C. Murray is to request that this practice be reinstated.
2. Works Report was given:
 - a. Communications Upgrade – Unit numbers 13, 94, 137 and 149 have repeatedly failed to provide access for the works required. The Executive committee will no longer chase these Residents for access with the onus now being on the Unit Owners to contact the EC for installation works . It was requested that Practical Completion for this project to be given to Universal.
 - b. Further investigation is being carried out on what type of ventilation is to be installed in the communication room.
 - c. Façade Works – It was reported that the works are proceeding within the expected time frame and that there have been no major issues in relation to the works.
 - d. Unit 160 –a number of items to be repaired relating to cracking and water leaks. repairs are to be carried out by Premier Waterproofing.
 - e. Unit 101 – A report was received of an existing water leak in the bedroom possibly from the balcony deck above and

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water damage to the render from water ingress into the cavity wall. Repairs have been approved to be carried out by Premier waterproofing.

3. Community Services –
 - a. Gym - C. Wykes has volunteered to seek some quotations for Gym equipment replacement to be presented to the next Executive Committee meeting.
 - b. Communications – Nothing to report.

*Motion 5
Common
property*

The following items in relation to the common property were discussed:

1. It has been noted that there is still unwanted household items and rubbish being dumped by residents throughout the complex. This issue is to be continued to be monitored.
2. The Building Supervisor is to chase up the ordering of 5 x 240L Recycling Bins.

*Motion 6
Financial
Position*

A detailed arrears report is to be circulated to the Executive Committee.

Other Business:

1. The Renovation Protocol Draft document was discussed. It was resolved that D. Walker and R. Joy are to clarify the type of works to be covered by this document and Arlaina to coordinate improvements to format/wording of the document. The Executive Committee members are to provide their comments on the document within the next week.
2. C. Murray advised that an energy audit will be conducted in April in the effort to save money. The findings of this report will be presented to a future Executive Committee meeting.

There being no further business the meeting closed at: 7.45 PM