

MINUTES

*of the Executive Committee Meeting of SP 47991, 41 Rocklands Rd, Wollstonecraft
held Monday, 21 May 2012*

Present: Tony Moon, Trent Mackie, Sue Boyd, Michael Morris

Attending: Kai Kwai Cindy Li,
Bart Jaworski (Bright & Duggan Pty Ltd),
Kris Pruszynski (Kristal Property Services),

Apologies: Chris Wykes, Bob Vernon, Emma Howard, Stephen Howes

Chairman: Tony Moon chaired the meeting and opened proceedings at 6:00pm.

*Motion 1
Minutes* **Resolved** that the minutes of the previous executive committee meeting held 4 April 2012 be adopted.

Matters arising:

Motion 2.

- 2.1 – Slippery tiles in Pool / Gym area – options are still being investigated.
- 2.2 – Signage on Pool / Gym walls – not finalised yet.
- 2.3 – Approved contractors – the list has been updated.
- 2.4 - Intercom – quote on spare parts received.

*Motion 2
Financial
Position* The statement of financial position and performance was received.

Motion 3 The building supervisors report was received and discussed.

*Building
Supervisor
Report*

1. Unit 162 – waterproofing membrane which downturns into the waste pipe in progress.
2. Ventilation fans – replaced in foyer No 10.
3. Paving repairs – being done.
4. Painting – of the Portico is scheduled.
5. Swimming pool equipment and water chemical balance – the pool maintenance contractor is testing the pool water twice a week at the moment to ensure the automated chlorine equipment is functioning correctly.
6. Gardening works – new plants and trees trimming completed.
7. Emergency procedures – training for new Committee Members will be completed this week.

*Motion 4
Strata Managers
Report &
Correspondence*

The strata managers report & correspondence was received and discussed.

*Motion 5
Common
property*

The conditions and use of common property was discussed and **resolved** the following:

1. Lights – daylight switches – have been adjusted.
2. Swimming Pool tile sealing quote – various options are being investigated by the building supervisor.
3. Visitor Car parking. Since the card audit was completed misuse of the visitor car park has been reduced.
4. Re Registration of security cards – approximately 60 cards were cancelled.
5. Unit 162 tiling issue – waterproofing repairs are being undertaken by FCN Construction Projects.
6. Painter – update – the Portico will be painted shortly.
7. CCTV – resolved to accept the quote from Integral Security Management to install 16 new cameras
8. Paving repairs – being done.
9. Roof Fans – replaced 5 in total. Terry Thompson to provide the fans plans and specifications for future maintenance purposes.
10. Signage -pool/gym – yet to be provided.
11. List of preferred contractors – completed and discussed in Motion 3 above.
12. Intercom - quote for repair – parts to the intercom system will only be available for next 3 to 5 years. Resolved to replace all intercom handsets with audio units from now on. **Resolved** to purchase new door station, power supply and decoder module as spare parts to be kept on site in case of the system's failure.
13. Emergency training for EC members – Tony Moon will arrange a shared folder for an electronic copy of the emergency procedures for Pacific Park.

*Motion 6
Remedial repairs*

Higgins commenced the project on Monday, 21st May 2012. Scaffolding was delivered to the property and is being installed at present.

Next meeting – Monday, 2 July 2012

There being no further business the meeting closed at 7.35pm.