

MINUTES

*of the Executive Committee Meeting of SP 47991, 41 Rocklands Rd, Wollstonecraft
held Monday, 24 September 2012*

- Present:** Chris Wykes, Tony Moon, Trent Mackie, Sue Boyd, Michael Morris, Stephen Howes, Robert Vernon.
- Attending:** David Cook, Bart Jaworski (Bright & Duggan Pty Ltd)
Kris Pruszynski (Kristal Property Services)
- Apologies:** Emma Howard
- Chairman:** Chris Wykes chaired the meeting and opened proceedings at 6:05pm.
- Motion 1
Minutes** **Resolved** that the minutes of the previous executive committee meeting held 13 August 2012 be adopted with the following amendment:
Apologies: Michael Morris, Rob Vernon, Stephen Howes,
- Motion 2
Financial
Position** The statement of financial position and performance was received.
- Motion 3
Building
Supervisor
Report** The building supervisors report was received and discussed.
1. Ventilation
 - Unit 103 – new fan needs to be installed
 - Common property ventilation – Terry Thompson report and recommendations (Stephen Howes)
 2. Painting – new contractor (Elninio) update
 - Unit doors – only 23 door remaining. Resolved to paint all fire exit and service doors
 - Maintenance works
 3. Swimming Pool
 - New pool heater installed
 - New pool chlorinator installed
 - Pool water was drained upto 1/5 to balance pH
 - Spa water was replaced to balance pH
 - Spa heater was broken and replaced
 4. KSS Security
 - Awaiting revised proposal for services
 - Update of communication with KSS
 5. Higgins
 - Minor damage to the garden done by scaffolding
 - Units 87 and 88 internal damage to the kitchen tiles – repaired
 - Unit 122 – rust marks on the tiles and disconnected irrigation

*Motion 3
(continued)*

- system.
- Unit 71 – roof to be checked by Pymble Roofing. Core Project are addressing all matters with Higgins.
6. Lighting upgrade
 - Proposal to replace the current lights with LED tubes / downlights has been received and reviewed
 7. Common areas repairs – update
 - Unit 100 – water damaged ceiling repaired and painted
 - Graffiti at the entrance to be building removed
 - Ongoing minor repairs – balcony doors rollers, rubber sills attended on regular basis
 - Foyer 7, Level 6 tiles to be replaced outside of the lift area
 - Pergolas – Jack Mazaraki was contacted to confirm if the wear of the pergolas is related to any warranty issues. Jack confirmed that owners should maintain / wipe down the pergolas from time to time.
 - Electrical circuit breaker for foyer 1 to be replaced.
 - Child safety locks to be installed on all foyer windows. The windows not to open more than 10cm.
 8. Water ingress repairs – Core Project inspected units 22, 30, 68, 69, 71, 47,123, 138 and 139 to identify water ingress in various locations. Unit 159 to be added to the list. Core Project to prepare the technical scope and to seek tenders for the repairs.

*Motion 4
Strata Managers
Report &
Correspondence*

- The strata managers report & correspondence was received and discussed.
1. **Resolved** to approve the internal kitchen renovations in Unit 142 subject to standard terms and conditions
 2. Contract for the gym equipment maintenance with The Firm to be renewed
 3. Annual Fire Safety Statement was sent to North Sydney Council.
 4. Quotes for new fire maintenance contractors to be obtained

*Motion 5
Common property*

- The conditions and use of common property be discussed and **resolved** the following:
1. Signage -pool/gym – quote received and approved.
 2. Executive Committee training – to be finalised with new members.
 3. Building lights – proposal to replace the tubes and downlights with LED lights has been received and considered. The Committee resolved not to proceed with the upgrade in this financial year. This project to be discussed further in the future.
 4. Fly screens – colour Red Earth – is no longer available to match the windows and door frames.
 5. Front entrance – Stephen Howes to organise quotes to replace the main door with wider sliding glass doors to improve the access and appearance of the entrance to the building.
 6. Lifts – the managing agent to obtain a quote from Jim Campbell and Associates to update the Risk and Hazard Assessment Reports for all lifts.

*Motion 6
Remedial repairs*

The remedial repairs are near completion ahead of the schedule. The Committee Members to advise Chris Wykes of any known defects that Higgins may need to attend to.

Next meeting – Monday, 5 November 2012

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