

MINUTES

*of the Executive Committee Meeting of SP 47991, 41 Rocklands Rd, Wollstonecraft
held Monday, 3 June 2013*

Present: Trent Mackie, Emma Howard, Stephen Howes, Chris Wykes, David Russell,
Heather Stevens,

Apologies: Sue Boyd, Michael Morris, Bob Vernon,

Attending: Bart Jaworski (Bright & Duggan Pty Ltd) , Kris Pruszynski (Kristal Property
Services), Tony Moon, Clive Mackay,

Chairman: Chris Wykes chaired the meeting and opened proceedings at 6:10pm.

**Motion 1
Minutes** **Resolved** that the minutes of the previous executive committee meeting held 29
April 2013 be adopted with the following amendment:

Motion 3. 1. d. (ii) to read – Unit 62 – similar issue as in Unit 45

Matters arising:

Motion 3. 1. The strata manager is to locate and distribute any specifications on
file from Jack Mazuraki

Motion 3. 2. Other work - Unit 139 – Higgins installed a cover plate over the
surface crack. The works are yet to be certified by Core Consulting. The Bank
Guarantee is not to be released until authorised by the EC.

Motion 3.3. Lift – the new JCA Lift report is to be circulated to all EC Members
again and discussed at the next Executive Committee Meeting.

Motion 3.4. TV – Fibre Optics – the managing agent to check the maintenance
contract with Open Access Networks and to request a NSW based contractor.

Motion 3.6. CCTV / Visitor Parking – resolved that Chris Wykes and the
managing agent to prepare a draft proposal for the management of the visitors car
park. The Executive Committee to approve a quote to install bollards in the
visitors car park as tabled at the meeting.

Motion 3. 7. Lighting upgrade – more quotes including the lights fittings are being
obtained before the final upgrade quotes are approved by the Executive
Committee.

Motion 4.1. Unit 69 - request for screening – discussed under Motion 4 below.

Motion 2
*Financial
Position*

The statement of financial position and performance was received. Levy recovery against two lot owners are proceeding.

Motion 3
*Building
Supervisor
Report*

The building supervisors report was received and discussed.

1. Water ingress related works – update. Quote and variation update from CORE for Units 22, 30, 68, 69, 71, 138 (above 141) and 45 tabled at the meeting. **Resolved** to instruct CORE to obtain second price for Units 69, 69, 138 and 141; and to finalise the investigation and prices for Units 62 and 150.
2. Other repair/maintenance works in the complex
 - a. Unit 123 – blocked drain under the pavers fixed.
 - b. Pavers outside of foyer 5 entry to be repaired.
 - c. Unit 157 – waterproofing repairs in both bathrooms completed by Megaseal. The blocked stormwater drain is yet to be attended to. The buiding supervisor to organise.
3. Swimming pool -
 - a. Fixed panels were installed replacing broken louvers.
 - b. Leaking pump was replaced as per pool contractor’s recommendation.
4. Security/visitors car park -
 - a. Proposal of installation of bollards – the Committee yet to decide on this matter. Chris Wykes and the managing agent to prepare a proposal.
 - b. KSS to monitor/manage VCP
 - c. Access cards audit to be carried out in June. Tony Moon will assist with this task.
5. Gardening -
 - a. Rain water storage tank – ordered pending installation.
 - b. Rear lawn – new path to be provided in the same location where the lawn does not grown due to lack of sun.
6. Plumbing -
 - a. Sub-metering of water usage. Sub-meters for swimming pool and irrigation system were installed. BS to monitor usage on weekly basis and report to the EC.
 - b. Hot water storage tank in lower CP boiler room was replaced
7. Intercom -
 - a. Repairs completed.
8. Garbage bins – update
 - a. Bins were ordered. New signage will be installed next week
9. Lifts -
 - a. Lift number 5 – ongoing problems. **Resolved** to appoint the lift consultant Bob Blanchard from JCA to assist the owners with OTIS.
10. Cleaning -
 - a. Additional cleaning service was introduced on Saturdays to relief duties stress with unit inspections, moving in/out or deliveries.

Motion 3
(continued)

11. TV Reception – not working in some units. Request Open Access Networks to appoint NSW contractor to attend to any necessary repairs.

Motion 4
*Strata
Managers
Correspondence*

The strata managers report and correspondence was received and discussed.

1. Unit 69 – A request for approval of the installation of balcony screening was received. **Resolved** to seek advice from CORE for suitable material that may be used for other units. The Executive Committee wishes to investigate other options for privacy screening in keeping with the appearance of the building.

Motion 5
*Common
property*

The conditions and use of common property was discussed as follows:

1. Solar Power – **resolved** to defer this matter until the Owners Corporation are in better financial position. The Committee will review the proposal in greater detail in due course. The Committee wishes to thank Clive Mackay for investigating this project.
2. Exit Lights – **resolved** to replace all exit lights with LED on one on one basis when they fail.

Next Meeting – Monday, 22 July 2013

There being no further business the meeting closed at 7.28pm.