

MINUTES

*of the Executive Committee Meeting of SP 47991, Pacific Park, 41 Rocklands Rd,
Wollstonecraft
held Monday, 20 January 2014*

Present: Chris Wykes, Trent Mackie, Sue Boyd, Emma Howard, Michael Morris,
David Russell, Jade Astbury, Guy Williams,

Apologies: Clive Mackay, Kris Pruszynski

Attending: Tony Moon, Bart Jaworski (Bright & Duggan Pty Ltd)

Chairman: Chris Wykes opened proceedings at 6:00pm.

Motion 1 **Resolved** that the minutes of the previous executive committee
Minutes meeting held 9 December 2013 be adopted.

Motion 2 **Resolved** to receive the statement of financial position and
Financial Position statement of financial performance for the period ended 31
December 2013.

1. The managing agent to resend the offset account email to the Treasurer.
2. Change the Façade Fund Sheet to Sinking Fund.
3. Rename the line item from the Sinking Fund – Loan Repayment to Loan Interest.
4. Send the arrears report to the chairman.
5. Move insurance refund from the admin fund to the sinking fund.

Motion 3 The building supervisors report was received and discussed at the
Building meeting. Copy attached.

Supervisors
Report

1. **Unit repairs**
 - a. Repairs completed in Units 48, 62, 68, 98 and 138
 - b. Contract for repairs in Units 21, 43, 69, 71, 87 and 153 with Everest Contracting approved at this meeting.
 - c. Pending advice from CORE or inspection – Units 15, 118, 121, 157 and reinspection of Unit 155
2. **Outstanding / new items:**
 - Rear lawn/garden area.
 - To complete restacking of bricks and tiles in the VCP.
 - Pool equipment door to be locked
 - Timers on the lights in the foyers to be checked

powered by



esquire

*Motion 3
Building
Supervisors
Report
(Continued)*

- Unit 161 exhaust fan repairs
 - Remove the step from the gym
 - New glass front door – the strip to be installed
 - New vent at the front of the property – the colour doesn't match. To be changed.
 - Trees report for the palm trees to be presented to the Committee
3. **Signage** – received and collected by the handyman to install in the building.

*Motion 4
Strata Managers
Report and
Correspondence*

The strata managers report and correspondence was received and discussed:

1. Unit 142 – air-conditioning installation approved subject to standard terms and conditions.
2. Fobs and swipe cards to be ordered and delivered to Tony Moon. Bright & Duggan must charge non-refundable payment of \$50 per swipe card and \$100 per ikeys issued each time.
3. OTIS – David Russell to assist the managing agent with letter to OTIS regarding their contractual obligations and dissatisfaction with their poor service. Check with the lift consultant if the replaced parts are satisfactory.
4. Unit 162's request to use the visitors car park to park their car instead of their double garage has been declined.
5. Unit 71's request for levies reduction due to delays of the lift repairs declined.
6. Web site – Emma Howard to set up the site access with the managing agent.
7. Mater Hospital – to request tree trimming to the roof line.

*Motion 5
Common
property*

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

1. Contracts - noted.
2. Licence agreement – resolved to enter into an agreement with Bright & Duggan to lease 6 car spaces commencing from 28 January 2014 on the following terms:
 - a. Month to month agreement
 - b. 7.30am to 6pm weekdays only
 - c. No parking on public holidays
 - d. Permits to be displayed
 - e. Initially park anywhere in the VCP up to 6 spaces maximum
The fee is \$50 per week per space, total \$300 per week and this is deducted off the management fee. Fees include GST.
 - f. Access cards to be issued by Tony and he can update the card ledger.
3. Draft notice tabled at the meeting regarding vehicles left in the visitors car spaces for months to be issued.
4. Resignation of Sue Boyd from the Executive Committee.
5. Meeting dates – the Committee Meetings will be held on Monday night every 6 weeks on the following dates:

3 March, 14 April, 26 May, 7 July, 18 August, 29 September,
10 November with the AGM scheduled for 08 December.

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