

## MINUTES

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*of the Executive Committee Meeting of SP 47991, 41 Rocklands Rd, Wollstonecraft  
held Monday, 18 March 2013*

*Present:* Trent Mackie, Sue Boyd, Michael Morris, Stephen Howes, Robert Vernon,  
Chris Wykes

*Apologies:* Emma Howard, David Russell,

*Attending:* Clive Mackay, David Cook, Bart Jaworski (Bright & Duggan Pty Ltd)  
Kris Pruszynski (Kristal Property Services),

*Chairman:* Chris Wykes chaired the meeting and opened proceedings at 6:00pm.

*Motion 1  
Minutes* **Resolved** that the minutes of the previous executive committee meeting held 4  
February 2013 be adopted.

Matters arising:

Motion 1: –

Motion 3.1.2 – Ventilation – 7 fans installed..

Motion 3.1.8 – Visitors Car Park – still a problem. Offenders are being  
issued breach of by-laws notices.

Motion 5.2. Common Property Lifts – Bob Blanchard inspected the  
property and will be forwarding his updated Risk & Hazard  
Assessment Report to the managing agent shortly.

Motion 3: -

3.1 Units 22, 30, 45, 68, 69, 71 and 138 – contract signed for the water ingress  
remediation with Everest.

3.3.d – Water tanks - building supervisor to obtain the quote.

3.7 Pest Control – more rats baits to be put around the common areas.

3.8.c – Energy Saving Project – resolved to accept the Energy Efficient  
Lighting Proposal from Summit LED Energy Australia Pty Ltd to replace all  
flurotubes and downlights in the building. The managing agent to sign the  
agreement.

*Motion 2  
Financial  
Position*

1. The statement of financial position and performance was received.
2. The increase in the cost for water usage was due to Sydney Water  
estimating the charges.
3. Bankruptcy proceedings commenced against two Lot owners to recover  
outstanding levies.

Motion 3  
*Building  
 Supervisor  
 Report*

The building supervisors report was received and discussed.

1. Water ingress repairs
  - a. Everest quote was approved. We are awaiting confirmation of the work commencement date.
  - b. Two additional units (21 and 43) reported water ingress problems. Core inspected both units and submitted report/proposal.
  - c. Water ingress into foyer 4 level 4 (ground floor) will be inspected by CORE once other works will start.
2. Other works:
  - a. Foyer 7 Level 6 tiles were replaced.
  - b. Unit 123 paving repair was scheduled for 8<sup>th</sup> of April.
  - c. Unit 157 – Megaseal quote accepted.
  - d. Foyer 10 water leak was fixed, damaged brick wall on balcony unit 161 was repaired.
3. Painting maintenance programme in progress.
4. Ventilation - Jim Russell from Technicool and BS inspected all roof fans in the complex. Seven fans were identified not working. All of them were replaced.
5. Circulating pumps (cold water booster pumps) – Prime Pumps inspected pumps, tested OK. There is no urgent need for upgrade. Prime Pumps is to submit quote for regular maintenance (more complex service and better price).
6. Swimming pool/ GYM – all OK. New pedestal fan was installed.
7. Common area window locks. Works completed.
8. Gardening/Irrigation system and storm water tanks
  - a. Pacific Mist inspected premises but still did not provide written quote.
  - b. Stephen Howes and BS will meet Thom Swift this week.
  - c. Damaged plants on the corner of Pac Hwy and Rocklands rd were replaced.
9. Lightning upgrade –quote accepted for the upgrade.
10. Lifts
  - a. Lift number 5 was out of order for 12 days and still having problems.
  - b. Lift consultant carried out site inspection re upgrade
11. Council audit and letter regarding waste collection – BS to report at the meeting.

Motion 4  
*Strata  
 Managers  
 Correspondence*

The strata managers report & correspondence was received and discussed.

1. Unit 157 – resolved to approve the quote from Megaseal for the bathroom repairs.
2. North Sydney Council bins audit letter received.
3. Unit 21 - Clive Mackay attended the meeting and agreed to put the repairs of the balcony doors on hold for the time being. The owner wishes to renovate the unit and possibly change the current windows configuration. **Resolved** that the owner will provide the proposal to the Executive Committee for further consideration. The owner was advised that special by-law will need to be passed at a general meeting to approve the changes to the windows.
4. Unit 157 – tree roots to be removed from the stormwater drain located in the courtyard of Unit 157.
5. Civil Fire Design's contract to be send to the Executive Committee.

Motion 5  
*Common  
property*

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

1. Unit repairs and maintenance – contract with Everest signed for the watter ingress repairs in Units 22, 30, 45, 68, 69, 71 and 138.

Next Meeting – Monday, 29 April 2013.

*There being no further business the meeting closed at 7.25pm.*