



## MINUTES

*of the Strata Committee Meeting of SP 47991, Pacific Park, 41 Rocklands Rd, Wollstonecraft  
held Monday, 16 January 2017*

**Present:** David Russell, Michael Morris, Trent Mackie (left meeting at 7pm), Clive Mackay, Amy Lim, Tuan Truong, Jay Pleass, Tony Newby, Steve Miller

**Attending:** Michael Kopczynski (Kristal Property Services Pty Ltd), Keith Ellis (Thyssenkrupp Elevator), Kevin McCredie (Thyssenkrupp Elevator)

**Apologies:** Bart Jaworski (Bright & Duggan Pty Ltd), Kris Pruszynski (Kristal Property Services Pty Ltd)

**Chairman:** David Russell chaired the meeting which commenced at 6.00pm.

**Motion 1  
Minutes** 1. **Resolved** (unanimously) that the minutes of the previous Strata Committee meeting held 8 December 2016 be adopted with the following amendment:  
Motion 1 to read: "Minutes of Strata Committee meeting held on 6 December 2016 adopted"

**Motion 2  
Financial Position** 1. **Resolved** (unanimously) to receive the statement of financial position and statement of financial performance for the period ended 31 December 2016.

2. Queries were raised regarding Electrical Repairs and Website expenses as both had large percentages of the annual budget expended in first two months of the year. Explanations were:

1. Replacement of gym lights
2. Annual licence fee for building supervisor software – should be no further expenses

3. Trent (Treasurer) to speak to Bart and Bright & Duggan accounting team to discuss how best to record the \$50,000 being set aside for lift replacement.

*Motion 3  
Building  
Supervisors  
Report*

1. The building supervisor's report was received and discussed.
2. **Resolved** (unanimously) to accept Raclo Quotation no. 16435 to repair VCP entry gate which is making loud noises when closing.
3. Leaking hot water boiler has been temporarily repaired but other boiler is now also having problems. Awaiting report from plumber regarding expected lifetime and maintenance program
4. Missing glass louvres in pool area to be repaired.

*Motion 4  
Strata Manager's  
Report &  
Correspondence*

- Due to the absence of the strata manager no report was received however the following items were discussed:
1. Request from Unit 159 to install outside blind from balcony rail upwards to underside of balcony above. **Declined** at present, as it was unclear to the Committee how the blind would be affixed to common property.
  2. **Resolved** (unanimously) that the owners of Unit 159 should contact Darren Hansen from Core Project Consulting to explain the method of attachment of the blind to the underside of balcony above, and to the balcony rail, to see if viable and to provide an engineer's certificate regarding the effect upon common property, at owners' cost.
  3. **Resolved** (unanimously) to instruct Core Project Consulting to prepare specifications and obtain quotations for the works described in the December 2016 Condition Report Revision 2, with the exception of the following work described in the Executive Summary as:
    - (a) Building - \$80,000
    - (b) Unit 139 – install awning - \$5,000
  4. **Resolved** (unanimously) that 3(a) above is put on hold by the Strata Committee, but that Core Project Consulting is to prepare specifications and obtain quotations to rectify the specific Unit 99 problem dealt with in paragraph 4.3.1 of the said Report.
  5. **Noted** that 3(b) above is work to be done at the expense of the unit owner.

*Motion 5  
Common  
property*

1. The Committee invited representatives of the building's lift maintenance company to address the Committee regarding the condition of the lifts and to answer questions from the Committee. In summary the comments by the contractor were:

- (a) The breakdown report shows lift 1 having 13 breakdowns over the past 2 years and lifts 2 – 6 have a total of 19 breakdowns over the past 2 years. This would be considered very good by industry standards especially for lifts of this age.
- (b) The original manufacturer of the lifts (Otis) ceased making parts for the lifts many years ago and replacement parts are only coming from (if available) similar lifts being taken out of service.
- (c) Because of the age of the lifts this supply of old parts is drying up.
- (d) The critical parts of the lifts are the controller, motor drive, call buttons, floor indicators, with the controller and drive being absolutely critical.
- (e) While the maintenance contractor is doing its utmost to repair parts when and if warranted, they cannot guarantee the next breakdown will be repairable and if so, that lift will be out of service indefinitely.
- (f) Lead time to then provide a replacement lift would be 6 months for order and delivery from overseas plus a further 2 months to install ready for use.
- (g) Thus if a lift breaks down and cannot be repaired, those residents will be using the stairs for at least 8 months.
- (h) It is felt that modernisation of the lifts would be more practical than completely new lifts and lift car installation.
- (i) Any new upgrade would provide totally compliant lifts to meet all current statutory regulations.
- (j) There would be cost benefits to plan to replace all lifts in one program (i.e. one directly after the other) rather than one/two at a time.
- (k) The contractor is to provide indicative pricing and options for replacement of the lifts by the time of the next Committee meeting.

2. **Resolved** (unanimously) that the Committee will continue its review of the lifts at its next meeting on 13 February 2017 when it will discuss the indicative pricing and options provided by Thyssen.

3. **Noted** that the history and progress of the lift review by the Committee is set out on the Pacific Park website at [pacificpark.org/lifts](http://pacificpark.org/lifts).

*Motion 6  
Other Business*

- 1. **Resolved** (unanimously) that the Strata Committee minutes should record how individual committee members voted.
- 2. **Resolved** (unanimously) that any committee member not present at a meeting must read the Minutes and indicate to the Chairman

by email whether they agree with each resolution or dissent from it. If the member dissents then the matter will be placed before the next Committee meeting for reconsideration.

3. **Resolved** (unanimously) that notifications of the future Annual General Meetings would be by post to all owners (in addition to email if appropriate) and that notices would be placed in lifts and foyers at least a week prior to the meeting.
4. **Resolved** (unanimously) to hold an informal information evening in the entrance courtyard approximately 2 weeks prior to the AGM to explain any issues likely to arise at the AGM and to answer any queries from owners.
5. **Resolved** (unanimously) that the proxy form sent out with the notice of the AGM be more prominently placed (i.e. in front rather than at the back of the written material).
6. **Resolved** (unanimously) that the strata managing agent should make available to all Committee members a copy of the up-to-date By-Laws.
7. **Resolved** (unanimously) that the Committee will at the next Committee meeting commence its review of the current By-Laws, as delegated to the Committee by the Owners Corporation at the AGM.
8. **Noted** that the Strata Roll dated 16 December 2016 records arrears of levies totalling \$28,555.98 and that the strata managing agent should check that the figure of \$12,759.83 in the Balance Sheet as at 31 December 2016 is correct.
9. **Resolved** (unanimously) that the next AGM be held on 4 December 2017.

***There being no further business the meeting closed at 8.15pm***

***The next Strata Committee meeting will held on 13 February 2017 at 6pm***

***All reports and applications to be considered at that meeting must be submitted to the strata managing agent by 4pm on Thursday 9 February 2017***

***Useful information about Pacific Park, including the history and progress of the lift review, and past minutes, can be found on the website at [pacificpark.org](http://pacificpark.org)***