



MINUTES

of the Strata Committee Meeting of SP 47991, Pacific Park, 41 Rocklands Rd,
Wollstonecraft
held Tuesday, 21 April 2020 Via Telephone Conference

Present: TM Lot 44, AM Lot 36, DP Lot 138, AL Lot 88
TM Lot 87, SW lot 86 and KV Lot 80
Apology MM Lot 132 SR Lot 24

Attending: James Azar (Bright & Duggan Pty Ltd)
Kris Pruszynski (Kristal), RH Lot 139, DC Lot 157

Chairman: DP Lot 138 chaired the meeting which commenced at 5.04 pm.

All resolutions were unanimous unless recorded otherwise

Motion 1
Minutes **Resolved that** the minutes of the previous Strata Committee meeting held on 3 March 2020 be adopted as a true record of that meeting.

1.2 No further business arising from the previous minutes, not otherwise dealt with in the agenda.

Motion 2
Financial Position

1. **Resolved that** the statement of financial position and statement of financial performance for the period ended 31 March 2020 was received and discussed.
Note: B&D confirmed the caretakers telephone expenses have been reclassified to the proper account. Except the remaining \$528.78 that relates to the fire monitoring telephone line expenses which will be moved across.
Note: The process for approving payment of invoices and accessibility to all decision makers of supporting documentations, commentary and relevant history was also discussed.

Motion 3
Building Supervisors Report

1 **Upper Car Park Gate broken** – intermittent issues with the gate not opening due to a mechanical break-down. The gate was assessed by Racio and the repair will need the replacement of a part being delivered from Western Australia and will not arrive in Sydney until next week. The

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gate will be left open, until then and a notice will be put in resident's letterboxes and a copy displayed on the notice board advising the occupants.

2. **Water Ingress** – Foyer 10 (repairs and new carpet) due to storm damage. Quotes are being obtained for the new carpet in foyer 10 including stair nosing required as anti-slip measures.
Unit 157 (Water ingress) and Unit 69 (slippery tiles on balcony) further investigation and quote is required. Unit 72 all inspected and quote to follow up regarding water ingress. Unit 43 balcony deck being investigated.
3. **Catchment Trays Unit 88 Garage** – The committee approved the Richard Langham Plumbers quote for \$5,500 inc GST to install new catchment trays system to address issues with water at the entry to VCP around intercom panel and garage of unit 88 and in upper common car park close to the entry next to the disability car spaces.

*Motion 4
Strata Manager's
Report &
Correspondence*

1. **Roof Anchors** – Grainne advised the roof anchors have all been installed, however she is chasing up the contractor to make sure the ladders and roof access are also installed.
2. **Washing hanging on balconies** – The building manager advised he is keeping a close eye on any of the lots hanging clothes on balconies and will report repeat offenders to the Strata Manager to issue a breach letter.
3. **Smoking** – Unit 150 has been advised about continual smoking impacting other residents, continued breaches may result in a notice to comply.
4. **Late night noise** – it has been reported that unit 33 has continual loud noise coming from that unit and the Strata Manager will follow up with the agent of that unit and any further incidents may result in a breach letter.

*Motion 5
Common
property & other
matters*

1. **Update Balcony works** –The Strata Committee advises due to COVID 19 restrictions the balcony works have been delayed until after the end of May and in the meantime the sub committee are reviewing the contract and warranties with Fluid. Unit 139 has also advised the committee to investigate the responsibilities and potential damages to the flooring inside the unit in relation to flooring hobs by the planned remedial works. The building supervisor will inform Grainne as follow up.

2. **Capital Works Fund report** – QS solutions will meet up with the building supervisor next week to prepare the draft capital works fund report which will be available before the next committee meeting on 26 May 2020.
3. **Update on Glass brick replacement** – The Glass brick replacement quotes for foyer 10 are being organised by the building supervisor and will be provided to Grainne for her comments and will be circulated to the committee for their consideration.
4. **Potential impact of COVID 19 pandemic on finances and building management** – Strata committee will look into any potential impacts on the finances after mid- May because the levies are due next month and the Strata Manager will keep the committee updated and inform if there are any owners who are finding it difficulty to pay. Also the building manager has provided notices in relation to self- distancing placed in lifts and foyers. Cleaners are using hospital grade disinfectant to wipe frequently touched surfaces (lift railings, lift buttons and door handles).

There being no further business the meeting closed at 6:45PM.

Summary of action items:

Building Manager will:

- *provide a notice about the open gate for the upper carpark in resident's letterboxes and display a copy on the notice board advising the occupants.*
- *obtain 3 quotes for the replacement of carpet in Foyer 10.*
- *follow up with the Engineer (Grainne) on appropriateness of proceeding with work to address Unit 157's water ingress.*
- *confirm with Engineer (Grainne) whether the flooring inside Units 139 and 140 would be damaged by the balcony works, so that the Committee can consider liability for replacement costs.*
- *obtain fire safety certifier's quote for glass brick work and circulate to the Committee out of session.*

Strata Manager will circulate to the Committee a draft list of questions used when considering applications to defer/waive levy fees.

TM Lot 44, TM Lot 87 and the Building Manager will meet to reach common understanding on issues to be addressed in relation to the process for approving payment of invoices and related accessibility to all decision makers of supporting documentations, commentary and relevant history.