



MINUTES

*of the Strata Committee Meeting of SP 47991, Pacific Park, 41 Rocklands Rd,
Wollstonecraft
held Tuesday , 16 January 2018 at Bright & Duggan Offices*

- Present:** Michael Morris, Amy Lim, Trent Mackie, Maureen Tully
Tony Newby, Tony Moon, David Pengilley, Ian Stewart
- Attending:** James Azar (Bright & Duggan Pty Ltd), Ryan O'Connor (Bright & Duggan Pty Ltd) Kris Pruszyński (Kristal Property Services Pty Ltd),
- Apologies:** Clive Mackay
- Chairman:** Michael Morris chaired the meeting which commenced at 6.05pm.

All resolutions were unanimous unless recorded otherwise

- Motion 1
Minutes**
1. **Resolved** that the minutes (with date of previous meeting to be reflected as 6 November 2017) of the previous Strata Committee meeting held on 4 December 2017 be adopted as a true record.
- Motion 2
Financial Position**
1. The statement of financial position and statement of financial performance for the period ended 10 January 2018 was received and discussed.
 2. The Strata Manager was requested to reconcile the following accounts and report back to Michael Morris. The Disbursements account seemed high and required reconciliation. The Special levy budget is not showing in the capital works income. Painting has two expenses in the capital works expense and required analysis of both as possible classification between the two accounts.
 3. The Strata Manager was informed the last column 2019 budget was not required.
 4. The Strata Manager should send the current Financial Statements with agenda to the committee.
- Motion 3
Building Supervisors Report**
1. The building supervisor's report was received and discussed.
 2. Illegal Parking of Motor Vehicles in the visitors car spaces. The Building Manager would issue notices and revisit the bollard option if the situation does not improve.

3. There were some missing hand towels and the Building Manager has taken care of the replacements.
4. Gym Equipment donated by owners/occupants without approval of the committee. The Building Manager will advise occupants by placing a sign. If people enter the gym using these free weight equipment it would be at their own risk because there is no way of knowing who some of these free weight equipment belongs to and the safety of this equipment is not the responsibility of the Owners Corporation.
5. A number of dead pot plants would be replaced around the common property.
6. The cleaning of the drains will be scheduled.
7. The repairs to the pavers will be actioned.
8. Everest Consulting will be asked to remove building materials dumped on common property.
9. Window child safety locks to be completed within the next few weeks. To follow up on the units access was not provided.

*Motion 4
Strata Manager's
Report &
Correspondence*

1. **Resolved** to advise Unit 123 who wish to install double glazed windows. If the glazing is done internally then that is fine but if its on the outside of the window this requires permission at a General Meeting. The Building Manager will advise the product used for glazing of these windows that may be acceptable.
2. **Resolved** that the Building Manager will audit the number of garbage bins that require replacement due to complaints made from the rubbish collection contractors.
3. **Resolved** that work orders are organised by the Building Manager and the invoices are approved in Invoice Hub by the committee. The Treasurer would like to know what accounts are paid for by direct debit that do not require approval in invoice hub.
4. **Resolved** to inform Unit 124 agent that Winston Doors can supply screen doors. The colour to be used is Red Earth however this is not in stock any longer and therefore the closest matching possible colour should be used.
5. **Resolved** that the Building Manager manages the passes used by Bright & Duggan car park and a reconciliation of these passes will be conducted with the Strata Manager and his assistant.
6. **Resolved** that renovation forms be checked by the Strata Manager to make sure it all complies and then passed onto the Strata Committee for approval.
7. **Resolved** that the water seepage issues in the building handled by the Engineer are not significant or major to disclose to the insurance company.
8. **Resolved** that a pet application form is required for Owners of Unit 121 before approval is provided by the Strata Committee.

*Motion 5
Common
property –Lift
replacement*

1. Michael Morris advised that Colin from JCA Lift Consultants had received information that the quote from Schindler's to replace the six lifts had increased by 3.5%. However Colin would try and negotiate a better price and inform Schindler's that a retender process may occur.
2. The current increase in the quote is still under the budget.
3. The most current leaks are to be audited by the Engineer in the building and reported to the building manager and sorted out with the contractors and occupants. The committee will be advised of the quotes and scope of works.

Other business

Bike rack – Bikes are left on the racks and not used
Tennis Court – Some people are not using the tennis court for tennis but other activities. The Building Manager will put a sign to remove the Bikes not used and put a sign about this or lock to the tennis court entry door.

There being no further business the meeting closed at 7.15pm.

*The next Strata Committee meeting will held on Tuesday 27
February 2018 at 6pm.*

*Following this meeting Meetings will be held every six weeks on a
Tuesdays as follows -:*

*10th April 2018
22nd May 2018
3rd July 2018
14 August 2018
25 September 2018
6 November 2018*