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MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE OWNERS CORPORATION, STRATA PLAN 47991, 41 Rocklands Road, Wollstonecraft held on *THURSDAY, 25 JULY, 2002* at 6:15 p.m. in the *OFFICES OF BRIGHT & DUGGAN PTY LTD., 37-43 ALEXANDER STREET, CROWS NEST.*

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**PRESENT:** Tony Moon Barbara Burke Jeanne Emery  
Rosemary Flannery Colin Murray Ed Nichols  
James Yao

**IN ATTENDANCE:** Jacqui Du Toit (140) Michelle Wee (98)  
Stephen McCulloch (Bright & Duggan Pty Ltd.)

**CHAIRMAN:** Tony Moon chaired the meeting.

**MOTION 1:** *Minutes* **Resolved** that the minutes of the previous meeting held on **11 June, 2002** be adopted. Action

Matters arising:

- **Mural**  
Pump pulled out and re-installed and will be reassessed.
- **By-laws**  
Noted By-law breaches have had letters circulated and follow-ups are being made by Jeanne Emery. JE
- **Levy Arrears**  
Lot 56: Bright & Duggan to send another arrears letter. SM
- **Driveway Repairs**  
Ed Nicholls to follow up sand filling of new driveway with contractor. EN
- **Parking**  
Bright & Duggan to prepare a new "Parking Notice" with Rosemary Flannery to communicate new notices for "Disabled" parking. Refer also Motion 3 below. SM & RF
- **Unit 140 – Works**  
**Resolved** that Bright & Duggan further request that IBC consider this matter in conjunction with Ed Nicholls and Tony Moon. SM
- **Locks**  
Ed Nicholls to arrange new barrels for front entry doors as needed – multiple copies to be obtained at a cost of approximately \$70.00 each (fitted). EN

**MOTION 2:** *Finance* The Financial Statements were received.

**MOTION 3:** *Parking* Blessington Judd reports tabled at the meeting – received by Tony Moon for copying to the Members of the Executive Committee. Ed Nicholls and Tony Moon to approach North Sydney police on towing vehicles. EN & TM

**MOTION 4:**  
*Courtyard Paving*

Bright & Duggan to request Paul Evans of IBC to meet with Ed Nicholls and Tony Moon on a Saturday morning with a view to making clear instructions for IBC on major works to be put to tender, including courtyard tiling. **SM**

Bright & Duggan to request George (Caretaker) to gain access to the roof level with a view to considering pergolas. **SM**

**MOTION 5:**  
*Carpark Signage*

**Resolved** to adjust signage to 2 metres height limitation for the car park.

**MOTION 6:**  
*Electrical System – Block 3*

**Resolved** to obtain a further quote for upgrade works to Block 3's electricals. Barnwell Cambridge Pty Ltd to be contacted to quote.

- CORRESPONDENCE:**
- **Units 97 & 95**  
Letters tabled from both owners. No action required.
  - **Fire Control**  
Faults to Jack Pump and sump pit pump. Fire Control to negotiate/discuss with George (Caretaker) difference between quote, Ref. 134470 & Quote Ref. Q650 as tabled.
  - **Cat Request – Unit 155**  
Approval granted to Unit 155 to house a cat as at 22 July, 2002.

- GENERAL BUSINESS:**
- **Unit 160**  
Mrs. Hong's request for unit defects to be addressed, as tabled by Ed Nicholls, to be considered as per IBC report.
  - **Gilmore's Letter – 12/2/02**  
Glazing repairs – in hands of insurance company and being handled by Bright & Duggan Pty Ltd.
  - **Waterproofing – Lot 102**  
**Resolved** that, following reports tabled at the meeting from Brian Burke, dated 24 and 25 July, 2002, and Mr. Washer's faxed response to these reports, that Mr. Washer's recommendation and agreement to rectify original works at no cost, be accepted.

Next Meeting: Tuesday, 10 September, 2002, at 6:15 p.m. in the Offices of Bright & Duggan Pty Ltd.

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CHAIRMAN

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DATE