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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 *TUESDAY 21 JANUARY 2003 at 6:15p.m in the OFFICES OF BRIGHT & DUGGAN PTY LTD., at 37-43 ALEXANDER STREET, CROWS NEST.***

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**PRESENT:** Tony Moon Barbara Burke Jeanne Emery  
Rosemary Flannery Colin Murray

**APOLOGIES:** Ed Nichols James Yao Ian Muncaster

**IN ATTENDANCE:** C. Dormer (17) R & A Joy (155) M. 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 **10<sup>th</sup> January 2002** be adopted.

Matters Arising

- **Courtyard tiles**  
Ed. Nichols to follow up on the tidying up of the works by the contractor. EN
- **Fire Control**  
Bright & Duggan Pty Ltd to research further updates expected on works for Annual Fire Safety Certificate through PDFM and Fire Control. SM
- **Ezko/Caretaker**  
Bright & Duggan and Tony Moon will discuss with Richard from Ezko the requirement of a monthly inspection. SM  
TM
- **OH & S**  
Bright & Duggan to follow up IBC on the production of report. SM
- **Pets in Unit 108**  
Bright & Duggan to request clarification on the number of pets in the unit, also to note concern expressed by a resident at the noise emanating from the lot due to the barking of dogs. SM
- **Annual General Meeting**  
Bright & Duggan to research venue for Annual General Meeting. SM

**MOTION 2:** *Forthcoming AGM*

- a) **Resolved** to recommend a budget for the forthcoming AGM at a nil increase.
- b) **Resolved** to recommend to the Annual General Meeting that a special levy of \$800,000 (including G.S.T) be struck to rectify building defects and repaint common property, plus employ IBC as project manager.

**MOTION 3:** *IBC Report* **Resolved** that the building/major works subcommittee pursue clarification on defects (with particular reference to tiling) with IBC to ensure that works and finishes are adequately covered.

**MOTION 4:** *Electrical engineer* **Resolved** to employ an electrical engineer for drafting of specifications and tender document for electrical works for Block 3. T. Moon and Bright & Duggan to organise. TM SM

**MOTION 5:** *Lot 75: split air-conditioning system* **Resolved** to approve application for the split air-conditioning system.

**MOTION 6:** *Items on balconies* **Resolved** to continue to enforce By-law 10:  
**Drying of laundry items**  
*An owner or occupier of a lot must not, except with the prior written approval of the owners corporation, hang any washing, towel, bedding, clothing or other article on any part of the parcel in such a way as to be visible from outside the building other than on any lines provided by the owners corporation for the purpose and there only for a reasonable period.*

- GENERAL BUSINESS:**
- **Correspondence to Unit 175:**  
Resolved that B & D send an approval letter for the split air-conditioning system as tabled at the meeting.
  - **Contract**  
Bright & Duggan reviewing contracts on files in conjunction with T. Moon.
  - **Annual General Meeting**  
Confirmed date for the Annual General Meeting to be 24<sup>th</sup> February 2003 to be held at the Johnson Room, Crows Nest Centre at Ernest Place.

Meeting Close 8.05pm

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CHAIRMAN

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DATE