
MINUTES OF THE MEETING OF THE EXECUTIVE COMMITTEE OF THE OWNERS CORPORATION, STRATA PLAN 47991, 41 Rocklands Road, Wollstonecraft held on TUESDAY 29 APRIL, 2003 at 6:15 p.m. in the offices of Bright & Duggan Pty Ltd, 37-43 Alexander Street, Crows Nest.

- PRESENT:** T. Moon (44) R. Flannery (59) R. Joy (155)
B. Burke (156) P. Dickenson (86) I. Munchester (159)
D. Granville-Williams (127)
- APOLOGY:** C. Murray (129)
E. Nichols (162)
- IN ATTENDANCE:** M Wee (98)
J Emery (99)
J Du Toit (140)
Stephen McCulloch (Bright & Duggan Pty Ltd)
- CHAIRMAN:** T Moon chaired the meeting.
- MOTION 1:** *Minutes* **Resolved** that the minutes of the previous Executive Committee meeting held 18 March, 2003 be adopted.
- Matters Arising from those minutes:
- Annual Fire Statement:
Bright & Duggan to instruct PDFM & Fire Control to proceed with design/installation standard report. SM
- Pets - Unit 108:
Executive Committee unable to consider request until owners advise as of number of pets. Bright & Duggan to notify owners. SM
- Contracts:
Contracts available to Bright & Duggan provided at meeting and action to be taken forward to next meeting.
- MOTION 2:** The Financial Statement to 31 March 2003 was received.
Finance
- MOTION 3:** **Resolved** T. Moon to discuss recommendations with Peter Tugwell (Electrical Engineer) and then with sub-committee. Major Maintenance Works Committee to be authorised to take necessary action to investigate power drawn to block 3. TM
Electrical Engineer
- MOTION 4** Deferred to later in the meeting.
- MOTION 5:** Reported that the OH&S report by Integrated Building Consultancy (dated 27th November 2002 and received 24th February 2003) had the following characteristics: SM & TM
OH & S
- Many items are caretaker related.
 - Many items are part of the major works shortly to be undertaken.
 - One potential trip hazard noted and needs attention.
- Resolved** that Bright & Duggan supply names of 2 railing companies to T.Moon for further investigation.
- MOTION 6:** Deferred to later in the meeting.
- MOTION 7:** **Resolved** to issue a “Notice to Comply with By-law 2” (Vehicles) Unit 57 (Vehicle registration number TTZ169)
Notice to Comply

pursuant to section 45 of the Strata Schemes Management act 1996 with a view to application to the Board (Strata Schemes & Mediation Services) applying a penalty on these occupiers for continual breaches by parking in common property visitors' car spaces.

MOTION 6:
Working Sub-Committees

- Reports presented:
- a) Parking Committee: See resolution to Motion 7.
 - b) Major Works Committee: See resolutions to Motions 3, 4 & 5.
 - c) No other reports considered.

CORRESPONDANCE:

Unit 74: MM
Letter dated 17 March, 2003. Passed to Major Maintenance WC
Works Committee.

Unit 51:
Letter dated 15 April, 2003 (received by chairman 24 April, 2003). Bright & Duggan to reply that books and records available for inspection and the issue can be discussed through Bright & Duggan or the Executive Committee member Ray Joy.

GENERAL BUSINESS:

Parking Space: SM
Bright & Duggan to investigate letting of car lot.

Unit 122:
Bright & Duggan to organise repair of balcony railings as per report tabled at meeting by Major Works Committee for period ending 29 April, 2003.

MOTION 4:
New Consultants

Major Works Committee tabled report (as attached). Recommendations by this committee on a new contracts manager will be made by 12 May, 2003. This follows the considered appointment of Integrated Building Consultancy for major works and their stating in writing subsequent to the Annual General Meeting that:
"We have decided not to accept this invitation not withstanding our considerable experience in this field. Based on you precise specification of detailed requirements we feel the Owners Corporation would be better served by going to the market to fill this roll".

Resolved that Bright & Duggan to seek legal advice in regard to Motion 5(d) of the Annual General Meeting dated 24 January, 2002 and reference to Integrated Building Consultancy.

NEXT MEETING

Resolved that the next Executive Committee Meeting be held in the offices of **Bright & Duggan Pty Ltd** at **6:15pm** on **7 May, 2003**.

Meeting closed at 8:30pm

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CHAIRMAN

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DATE