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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 Monday 3 May, 2004 at 6:15pm in the Offices of Bright & Duggan Pty Ltd, 37-43 Alexander Street, Crows Nest.**

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**PRESENT:** A. Moon (44) R. Joy (155)  
R. Flannery (59) B. Burke (156)  
I. Muncaster (159) C. Murray (128)  
P. Hurdis (130)

**APOLOGIES:** D. Groves (73) P. Dickeson (86)

**IN ATTENDANCE:** Phillip Torpy (Bright & Duggan Pty Ltd)  
K. Dickeson (86)

**CHAIRMAN:** Tony Moon chaired the meeting and commenced proceedings at 6:15pm.

**MOTION 1:** *Minutes* **Resolved** that the minutes of the previous Executive Committee Meetings held 15 March, 2004 and 22 March, 2004 be adopted.

**MOTION 2:** *Finance* The Financial Statement were adopted subject to the following changes:

- Advised by the Finance Committee. Month end accounts to be sent.

**MOTION 3:** *Operations* **Resolved** to accept the Operations Committee Report; Painting progressing and the first two towers will be completed in two weeks. Agree to commence a log of issues to be dealt with e.g.

- Loose window tiles (Unit 71)
- Water leak (Unit 95)
- Light over lift in foyer 2 ground level

**MOTION 4:** *Parking* a) **Resolved** to receive Parking Committee Report tabled (copy attached).  
b) **Resolved** to issue "Notice to Comply" with By-law 2 (Vehicles). Units 3, 28, 102, 108, 157 and 161 pursuant to Section 45 of the Strata Schemes Management Act 1996 with a view to application to the CTTT Board for continual breaches of the Parking By-law in visitors spaces.

c) **Resolved** to appoint Bright & Duggan to issue these notices on behalf of Strata Plan 47991.

**MOTION 5:** *Financials* ➤ **Resolved** to accept the recommendation that \$400,000 be invested in Cash Management Account on behalf of Strata Plan 47991.

- **Resolved** to accept the financial analysis forecast tabled.
- **Resolved** to follow up on the Fire Control contract and Certification Certificate.

**MOTION 6:**  
**Communications**

**Resolved** to accept the communications report tabled (copy attached).

**MOTION 7:**  
**Major Works**

**Resolved** to accept the Major Works Committee report tabled listing works schedule planned for the remainder of 2004 (copy attached).

**GENERAL BUSINESS:**

- Notice of meetings to be displayed on notice boards.
- Request from PDFM requirements on pressurisation of the Fire Doors.
- Review all contracts for the building – lifts, cleaning, fire etc. Report for next meeting.

**NEXT MEETING:**

Next meeting to be held on **Monday 28 June, 2004.**

The meeting closed at 7.40pm

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**CHAIRMAN**

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**DATE**