

**STRATA PLAN 47991**  
**41 Rocklands Road, Wollstonecraft**

**MINUTES OF**  
**EXECUTIVE COMMITTEE MEETING**

*held Monday 22 August 2005*

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**M I N U T E S**

**PRESENT:** A Moon      R Joy      C Murray      R Flannery  
D Groves      C Wykes      P Dickeson

**ATTENDING:** P Torpy (Bright & Duggan Pty Ltd).  
M Shahafar (87).

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

**MOTION 1:**      *Resolved* that the minutes of the executive committee meeting  
*Minutes*      held 27 June 2005 be adopted.

*Matters arising:*

**Fire services**

The CivilFire quotation was approved. The contractor has provided a detailed record of the type, number and location of every item to be maintained. All fire doors including the unit entrance doors are to be tested for compliance.

**Cleaning contract**

The contractor has been told to improve the cleaning standard and provide a regular incident report.

**Gym**

An order for new gym equipment has been placed with Platinum, who have been asked to service both new and existing equipment; D Groves and R Joy to coordinate. Recent gym improvements include those to the lighting and ventilation; the walls have been painted, the carpets cleaned, and timer-switch fans have been installed.

**Tradespeople signing in**

G Wadja to ask tradespeople to sign in upon entering the scheme.

**MOTION 2:**  
*Financials*

**Resolved** to accept the financial statement.

The spending appears to be in accordance with the budget at this stage. Levy arrears continue to be followed up. Any works to the common property within units must be authorised by A Moon or Ray Joy on behalf of the executive committee to ensure works are the responsibility of the owners corporation and not of individual owners. G Wadja to be instructed of this issue.

**MOTION 3:**  
*Parking*

**Resolved** to accept the tabled report.

- Strata manager to send letters to units 70, 76, 77 and 159 regarding parking.
- The temporary consent regarding vehicle WEF 442 has expired; strata manager to send letter requiring vehicle removal.
- Strata manager to send letters to owners of vehicles AA4ZLU, AJJ32E, ATT32Y, SKK 057, and YEQ 312 in respect of parking.
- A Moon and G Wadja to coordinate a sign to be placed outside the boiler room reading “No parking at any time”, as vehicles parking illegally there cause disruption.
- The owner of vehicle ARQ 43F is permitted to park on the common property until 28 August 2005.

**MOTION 4:**  
*Major works*

**Resolved** to accept the major works tabled report.

1. **Deck tile replacement** and waterproofing program for 2004/5 has been completed at a cost of \$405,005.
2. **Pergolas**
  - unit 18, 44, 91, 122, and 141 pergolas were replaced at a cost of \$51,356;
  - in August the pergola in unit 87 is to be constructed, and that in unit 97 to be repaired;
  - strata manager and R Joy to coordinate the drafting of a by-law prohibiting owners or occupiers from causing damage to the pergolas by way of affixing anything to them or otherwise, and transferring the responsibility to repair and maintain the pergolas to each of the respective owners.
3. **Repairs:**
  - painting of foyer 8 is in progress;
  - gym painting was completed in August;
  - common area painting near unit 98 completed;
  - repairs and touch-up painting to be completed in August.
4. **Gardens:** Stage II of the garden including drip irrigation system to be completed in August.

5. **General Repairs:**

- external garbage area completed;
- replacement of external lights completed;
- gym lights replaced, exhaust fans installed, painting completed and carpets cleaned in preparation for the new equipment.

**MOTION 5:**  
*Communications*

*Resolved* to approve expenditure of up to \$500 per annum for web site hosting as a replacement for the current provider – P Dickeson to coordinate.

**General business:**

- unit 87 requested that their pergola be covered other by the agreed Classic Creme laser lite cover and timber batons – owner to provide sufficient details for A Moon and R Joy to determine whether to approve the proposal;
- roof access is a problem for the complex due to the need to do repairs to lifts, fans, TV Antenna and painting – A Moon and R Joy to research roof access options;
- strata manager to send letters to persistent offenders regarding unit 16 complaint concerning laundry on balconies;;
- garbage sorting is not happening – strata manager and A Moon to liaise with caretaker to procure new signs;
- animals are appearing without consent or adhering to the rules – strata manager to send notices to offenders;
- Otis service to the lifts has been poor over the last few months; a letter to be sent expressing concerns relating to the contract – strata manager and A Moon to determine the letter contents;
- unit 87 fly screens are approved subject to being the agreed colour and quality as per the standard letter – strata manager to inform the owner;
- agreed that Strata Monitor be used to monitor trades registrations, qualifications and insurances etc.

Meeting concluded at 7.50pm.

Next meeting scheduled for 24 October 2005, to consider the 2006 draft budget.

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**CHAIRMAN**

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**DATE**