

MINUTES OF EXECUTIVE COMMITTEE MEETING
held 23 October 2006

M I N U T E S

Present: B. Burke, P. Dickeson, R. Flannery, R. Joy, T. Moon, C. Murray.

Apology C. Wykes, I. Smith.

Attending: Phillip Torpy (Bright & Duggan Pty Ltd)
S. King, T. Feltham, C. Rose.

MOTION 1: *Resolved* to adopt the minutes of the previous executive committee meeting held on 21st August, 2006.
Minutes

Matters arising:

- To display laminated copies of the 15A documents on the building notice board.
- Need to clarify the work remaining (Lock Stock & Barrel; Civil Fire.)
- Tyco to take over the back to base fire monitoring for the building.
- Query the possibility of a back up power system for the phones in the lifts in case of power blackouts.

MOTION 2: *Resolved* to receive the financial statement.

Financial statement

- Budget for the building was discussed and the proposed budget for the building to present at the AGM was tabled.
- Proposed Administration fund was considered to reflect the inflation aspect of 4%.
- The proposed sinking fund was to be kept in line with the 10year estimate being 0.5% of the value of Building's Insurance value. The aim is to have the sinking fund at the recommended level in order to avoid any further special levies in the future. One of the major projects for 2007 is the external painting.
- Account codes to be reduced in number to make reporting of expenditure less complicated.
- Major works that are required over the next 12 months are estimated to be around \$330k .
- The proposed annual levy increase is 6.1% increase over 2006 budget.

- MOTION 3:** *Resolved* to accept the tabled report:
Parking Committee The following Units to be issued with final notices and notice to comply to follow: Unit 150 and Unit 62 as they are in constant breach of the visitor parking by-Law.
The new security system in place has been successful and freed up the visitors parking for visitors.
A new computerised security system to the building is being investigated for the building.
- MOTION 4:** *Resolved* that the following be issues be noted:
Operations Committee
- Cleaning standard for the building is not considered to satisfactory. Certain areas were noted as examples such as the bathrooms/toilets in pool/gym area.
 - Formal letter to be sent to Ezko Services to note the complaint of the unsatisfactory standard
 - It was noted that fire extinguishers are being stolen, causing additional costs to the building as well risking lives and property.
 - Civil Fire, the contracted fire services company, has put in place a compliant monitoring & reporting system according to legislation.
- MOTION 5:** *Resolved* to accept the report which highlighted the following points:
Communications The annual cost for the web hosting was \$100 which again showed great value. EC members were asked to provide input on the FAQ (frequently asked questions) so that answers for most enquiries can be found on the www.pacificpark.org website.
- MOTION 6:** *Resolved* to accept the detailed report tabled at the meeting which will also be available on the web and a copy maintained in the minute book.
Major Works A list of completed and to be completed works were noted.
- The upgrading of the gardens has been noticeable to all and proving so successful that North Sydney Council awarded “Pacific Park” 5th prize in the Most Beautiful Garden section of their annual Gardens competition .
 - A major works project to take place will be the replacement of the garage doors combined with an associated security system.
 - It was to be noted that the architect currently advising the committee is Mr Steve Alexander.
- MOTION 7:** The following issues were raised:
Correspondence & Other Business
- U156 has requested Foxtel and a response is required. The question was asked relating to this matter as to why we do not get the building cabled. Noted the extremely high quoted costs.
 - New management agreement was tabled for review.
 - Looking to welcome new committee members at the next AGM as we have some committee members stepping down due to work commitments. The EC to circulate a notice setting out requirements for EC committee members.
 - We would like all owners to submit a PROXY form if they are unable to attend the AGM on Monday 4th December at The Crows Nest Community Centre.at 6.00pm. Please submit proxy form to Strata Manager 24hrs before the due date.
 - Some new By-Laws to be considered at the next AGM.

There being no further business the meeting closed at 8.15pm

