

MINUTES

*of the Executive Committee Meeting of SP 47991, Pacific Park, 41 Rocklands Rd,
Wollstonecraft
held Monday, 10 August 2015*

- Present:* David Russell, Bob Vernon, Michael Morris, Tony Moon, Clive Mackay, Ian Stewart, Trent Mackie, Jade Astbury
- Apologies:* Ho Tuan Truong
- Attending:* Bart Jaworski (Bright & Duggan Pty Ltd), Kris Pruszynski & Michael Kopczynski (Kristal Property Services), Frank Tweedie, Peter Dickeson, David Boston, Justin Pleass
- Chairman:* David Russell chaired the meeting and opened proceedings at 6:00pm.

*Motion 1
Minutes* **Resolved** that the minutes of the previous executive committee meeting held 29 June 2015 be adopted with the following amendment:

1. Motion 5.3 Sinking Fund Forecast – the managing agent to follow up Fin Lease to obtain the loan contracts for both loans. We only have a copy of the contract for the **\$500,000.00 loan** but not the **\$450,000.00 loan**. These are the Façade Repairs loans. There are no other loans. Forecast will be further considered when this information is obtained.

*Motion 2
Financial
Position*

1. **Resolved** to receive the statement of financial position and statement of financial performance for the period ended 31 July 2015.
2. The managing agent has now received copies of both loans agreements from Fin Lease.
3. Re Façade Repairs loans: As at 03/08/15 SP47991 has paid \$203,000 since 1/11/14, being \$71,000 of interest and principal repayments of \$132,000.

At the end of our financial year we can expect the total amount of interest and principal paid to be approximately \$250,000. The budget amount of \$252,000 includes interest and principal repayments. Reductions in principal are transferred by journal entries to the balance sheet.

*Motion 3
Building
Supervisors* The building supervisors report was received and discussed as follows:

Report

1. Kris to arrange for quotes to repair and paint all of the pergolas on the balconies.
2. Kris to follow up CORE for the actual scope of works for the quote received shortly before the meeting. The Committee could not consider the quote as the scope of works was not provided with it.
3. Kris to obtain quotes for intercom replacement using existing copper wiring.
4. Unit 121 balcony repairs will be carried out in September. The leak to Unit 118 should be addressed by these works. Kris to arrange a start date.
5. Kris to issue notices for illegally parked vehicles in the driveway.
6. Kris to ensure that Thyssen Krupp (new lift Maintenance Company) has changed the phone lines in the lifts and will install new plates with their phone number. Kris to test that each lift telephone now connects to Thyssen.

*Motion 4
Strata Managers
Report and
Correspondence.*

The strata manager's report and correspondence were received.

1. Unit 132 request for timber flooring approved subject to the standard terms and conditions as well as the works bond of \$2,000.
2. The managing agent to liaise with Tony Moon in regard to the notices and email consents from the owners/residents to be included in the next security audit report.
3. The managing agent to contact CORE in regard to the late delivery of documents and tenders.
4. Unit 119 – the managing agent to distribute the bathroom renovation documents to the Committee, as they were only received by Bright & Duggan in the afternoon before the meeting. The Committee will consider this request and provide instructions by email. \$5,000 bond will be applicable to these works.
5. The managing agent to ensure that Thyssen Krupp provides monthly lift maintenance reports by email.

Owners are reminded not to commence any works or renovations in their units without first seeking the Executive Committee's approval. All works must be tabled and discussed by the Executive Committee in order to check compliance with the registered strata plan's by-laws and changes to the common property. The same rules apply to pets. Full copy of the registered by-laws may be obtained from www.pacificpark.org

*Motion 5
Common
property*

The conditions and use of common property were discussed as follows:

1. NBN & TPG Connections –Bob Vernon received the report from Geoff Berry shortly before the meeting. The report requires further discussion. Resolved that Clive and Bob will review and will report to the next meeting.
2. Intercom replacement –Bob received a late quote from Geoff Berry. Bob will consider the quote and provide recommendations to the next meeting. **Kris** to seek alternative quotes.

3. Sinking Fund Forecast – David, Michael, Kris and Bart will meet with Leary & Partners to finalise the Forecast this month.
4. Bike rack – resolved to accept Ian’s recommendation to install a bike rack for 12 bikes on the last Visitor Parking place in the upper carpark. Kris to arrange the installation.
5. Other:
 - a. Lighting upgrade – Clive received new quote for the lights replacement in the carpark and the fire stairs (approximately 344 light fittings). **Resolved**, subject to receiving a satisfactory written proposal, to include this expenditure in the next financial year.
 - b. Bob to set up a Dropbox account to share files for all EC Members.
 - c. Frank Tweedie extended a vote of thanks to the Executive Committee for their contributions and assistance to the owners corporation.

Next Meeting Monday, 21 September August 2015

There being no further business the meeting closed at 7.00pm.