

**Minutes of**

**Strata Committee Meeting**

To The Owners of – Plan No. 47991

41 ROCKLANDS ROAD, WOLLSTONECRAFT, NSW, 2065



<b>Meeting Date:</b>	19 March 2024
<b>Time:</b>	06:00 PM
<b>Address:</b>	Level 1, 37-43 Alexander Street, CROWS NEST, NSW, 2065 (Included Microsoft teams)
<b>Present:</b>	SW (Lot 86) TM (Lot 87) RV (Lot 129) DP (Lot 138) JC (Lot 95) TM (Lot 44) PH (Lot 139) KR (Lot 141) LM (Lot 122)
<b>In attendance:</b>	James Azar Bright & Duggan Kris Pruszynski, Kristal Building Manager Hassan Soueid, Kristal Property Services Wayne Rowley Lot 141 David Cook Lot 157
<b>Chairperson:</b>	Mr Stephen Wardrop
<b>Quorum:</b>	Yes, 50% or more of strata committee members in attendance

## 1. Chairman's report

### **Motion Resolved.**

The chairman provided a brief verbal report to the committee.

1. The complexities of the fire project will require correct allocation of expenditure between Admin fund and Capital works fund. This project has in the simplest terms funding requirements for consultants and the funding for the works themselves.
2. At a recent inspection some future works and planning is required. The year of the complex has timber retaining walls that are failing and probable need to be replaced in the next 2 to 3 years. Also the main courtyard tiling needs remedial repairs.
3. There is currently a 10 year capital works plan that has not been actioned. From this identification of priority works will need to be compiled. This would also be opportune time to align capital works cost centres with the 10 year plan.

## 2. Minutes

### **Motion Resolved**

Resolved that the minutes of the last Strata Committee meeting held on 31st of January 2024 be adopted as a true and accurate record of the proceedings of that meeting

Business arising from the last minutes, not otherwise dealt with in the agenda. Out of session business approved by the committee already prior to the meeting, not otherwise dealt with in the agenda.

- SM is corresponding with the Treasurer of the committee in calculating the insurance commissions received by Bright & Duggan in the past 12 months due to increase in premium as a result of the Fire upgrade before going back to B&D management.
- HSE outstanding invoice sorted out by the Treasurer.
- Unit 107 Air Conditioning Renovation Application approved.

## 3. Financials

### **Motion Resolved.**

That the attached statements of financial position performance for the period ending 13 March 2024 for the administrative fund and capital works fund be adopted.

- The Financial variance report was distributed by the Treasurer to all committee members to enable the committee to get a sense of the understanding how the finances are tracking.
- The Treasurer will review surplus funds opportunities and will advise the Strata Manager accordingly.
- RV advised he would forward on the Status report to all committee members. The SM advised to his knowledge that all committee members couldn't receive the report unless there was an additional cost but is still checking on this with management.

## 4. Building Supervisors Report

### **Motion Resolved.**

That the Building's supervisors report be received, discussed, and acted upon as required.

### **Cleaning**

No issues with fortnightly council's collections of household items. The behaviour of people dumping any items on common property will be monitored and further signs installed where necessary.

### **Gardening**

No issues to report. No major works expected for the remainder of this financial year.

### **Security/Access system/CCTV/Intercom**

Full access swipe and cars audit will take place from 19-27 March 2024 with planned additional two days for residents who missed advertised dates. Audit is intended to be completed by 15 April 2024 when all of the non-registered swipes will be deactivated.

### **Building Management**

Visitor Car Parking management notices are being placed on vehicles, Written permits have be re-introduced. Physical check on cars driving in to the VCP by Kristal staff will take place on two evenings and two mornings (one before Easter and one after Easter).

The managing of illegal parking on common areas with bollards are working well. The building manager to install three more bollards on the level 3 upper car park and a new custom no parking sign will also be installed.

### **General maintenance and repairs of common property**

Water ingress and building repairs in 9 lots are being investigated by the strata engineer and recommendations or quotes will be submitted by the building manager to the committee in due course.

### **Lifts**

Faults reporting protocol and extra charges for misuse or excluded from contract service calls was discussed with the committee.

The lift maintenance contract expires in January 2025 and the committee will look into the tendering process.

### **Various**

Level 10 foyer 2 was fully repainted as it was damaged by contractors renovating unit 43 and all the charges will be passed onto that owner.

Unit 43 works:- A copy of the dilapidation report should be obtained and lodged with the OC. Also noted the bond should not be paid till the Occupation Certificate is lodged with the OC. Also attention has been drawn to a fire place installed. This needs to be reviewed with Occupation Certificate is obtained.

## 5. Strata Managers report and correspondence

### **Motion Resolved.**

That the Strata Managers report, and correspondence be received, discussed and acted upon as required.

- The fire defect quote with Civil Fire to be followed up to make sure that the fire order isn't doubling up the repairs that will be done under the fire order solutions.
- The smoking incidents reported relating to Lot 81 have incurred a breach notice and a notice to comply.
- The building manager presented to the committee the plumbing bill to be reimbursed to unit 26 and with the recommendations of the strata plumber it was agreed by the committee to reimburse Lot 26 with \$400 which is for the service call costs only.
- Unit 16 lift over run work will take place in the next few weeks and unit 16 has been advised.
- Unit 84 leaks into the ceiling of unit 80 is being followed up by the building manager and the BM has been in touch with both lots. Any insurance related claims will be investigated.

## 6. Fire Safety Development Control Order

### **Motion Resolved.**

The subcommittee provided an update on the Fire Safety Development Control Order and following points were noted -:

- AED have provided fire engineering solutions both to the fire department and the council. The council is waiting on the response from the fire brigade. The fire engineering solutions are designed to achieve the best outcomes for the Owners Corporation before a scope of works and a tender is organised for the fire upgrade. Once the tender is completed the Strata Committee will organise a general meeting in due course to discuss the recommendations and the funding required.
- The project is behind at the moment by 3 months however the council is aware of the delays and the committee await the follow up of the fire consultants and responses from the fire brigade.
- The electrical and gas insulations have been checked and are compliant and AED agreed that the only areas that required any remedial works are the common areas which could make it simpler and cheaper.

## 7. Other Business

### **Motion Resolved.**

Resolved that the strata committee discuss any further items of business that attendees wish to raise at the meeting and resolve how those will be dealt with at a later meeting (noting that depending on the nature of the item, it may not be able to be resolved at the meeting).

- The building manager will send the Project C plans recommended by the Engineer to the committee in relation to the future waterproofing balcony projects and the next phase of balcony remedial works.
- The building manager is continuing to research companies that can come up with the Heat Pump Noise solutions.
- The committee agreed for now due to more pressing issues relating to the fire order to take the EV Working Group project off the agenda.
- The Lift safe to operate was completed by the lift company.
- The PVC Piping that forms part of the heat pump installation that sits on the common areas requires painting and enclosed where exposed to sunlight. The building manager is organising quotes and will submit these to the committee.
- The Strata Manager will investigate and report back to the committee in relation to bylaws that doesn't allow lithium charging of scooters in the building that have been reported to be unsafe to use.
- One of the owners at the meeting who is not on the committee mentioned if the committee could look at a project in the next 2-5 years to upgrade the ground floor area that shows signs of effloresces and also fencing that needs attention.

## 8. Next Meeting

### **Motion Resolved.**

Resolved that the strata committee determined the date of the next meetings.

Dates confirmed -:

7 May 2024  
18 June 2024  
30 July 2024  
10 Sept 2024  
22 October 2024

**There being no further business the meeting closed at 7.30pm.**

**Bright & Duggan Pty Lt**  
**Managing Agents for Plan No. 47991**