

bright & duggan



australia's strata leader

Minutes of

Strata Committee Meeting

To The Owners of – Plan No. 47991

41 ROCKLANDS ROAD, WOLLSTONECRAFT, NSW, 2065



Meeting Date:	15 July 2025
Time:	06:00 PM
Address:	Bright & Duggan Board Room Level 1, Level 1, 37-43 Alexander Street, CROWS NEST, NSW, 2065 and available on Teams
Present:	Stephen W (Lot 86) Committee member present James C (Lot 95) Committee member present Robert V (Lot 129) Committee member present DP (Lot 138) Committee member present Kristen R (Lot 141) Committee member present
In attendance:	Boris Smagarinsky Bright & Duggan Kris Pruszynski Krystal Building Manager Tony M Lot 44
Chairperson:	Stephen W
Apologies:	JP Lot 82
Quorum:	Yes, 50% or more of strata committee members in attendance

1. Minutes

RESOLVED

That the minutes of the last Strata Committee meeting held on 3 June 2025 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.

- Fluid selected contractors for Project C.

2. Financials

RESOLVED

That the attached statements of financial position performance for the period ending 30 June 2025 for the administrative fund and capital works fund be adopted.

3. Building Supervisors Report

RESOLVED

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

Preventative Maintenance update

Preventative maintenance remains current, and general repairs are being carried out as required. Notable works completed include:

- Replacement of a tennis court post and installation of a new net.
- Minor repairs and paint touch-ups to various doors.
- Cleaning, grinding, and repainting of 11 lift lobby landings from the car park level.
- Repainting of ground-level lobby walls across the building.
- Repairs, rust treatment, and repainting of five metal structure bases located at the front entry and main courtyard.
- Re-laying of select pavers to eliminate trip hazards, with additional works scheduled for July 2025.
- Increased frequency of rodent control services.
- Replacement of damaged external light fittings with new LED units.

Other recently completed repairs.

- Lower Car Park Gate: The left-hand side gate arm was found disengaged, with no visible signs of external impact or forced damage. The issue was promptly repaired by Raclo the following day.
- Unit 18 – Water Ingress: The temporary repair previously completed by CBS was insufficient to prevent water ingress during prolonged rainfall in recent weeks. The owners have requested that alternative or additional remedial works be considered to address the issue effectively.

Maintenance and housekeeping report

- **Unit 113 – Intercom Installation:** The intercom system for Unit 113, which had previously been removed by the owner, was reinstalled. The cost of this work has been passed on to the owner.
- **Unit 50 – Plumbing Repair Reimbursement Request:** Unit 50 requested reimbursement for after-hours plumbing repairs arranged by the lot owner. The Building Manager shared a report from the strata plumber, which confirmed that the main shut-off valves servicing the unit are functional and adequate to allow internal plumbing works. The Strata Committee resolved not to reimburse the lot owner, noting that the failed flexi hose is the owner's responsibility and the common property shut-off valves are maintained and not at fault.
- **Lift Maintenance:** Hamilton commenced lift maintenance services one month ago. Since then, there has been only one service call, related to the lift in Foyer 1. Communication and reporting systems are currently being established.
- **Courtyard Tiles – Make Safe:** Grainne recommended Easy Trades as a suitable contractor for the make-safe works to the courtyard tiles. The contractor has been used reliably over many years by colleagues in another building, with fair pricing and good capacity. An inspection of the courtyard and other items is scheduled with the contractor for Monday, 21 July 2025.
- **Back Garden Retaining Wall (Foyers 8 and 9):** Palm trees in the section where the retaining wall began to collapse have been removed. It is recommended that a quote be obtained from a structural engineer to assess the current condition of the wall and provide a report with repair recommendations and timeline. Stephen will assist Kris in sourcing quotes and available options.
- **Visitor Parking Enforcement:** The Building Manager has spoken with the offender from Unit 2 and believes the issue is now resolved.
- **ICOZ – Fibre Optic (TV and Foxtel) Upgrade:** ICOZ, the new contractor engaged for the building's fibre optic system (TV and Foxtel), has completed the first phase of upgrade works, with costs to date approximately \$4,500. A summary of their initial findings and works is as follows:
 - The TDT headend system still requires further updates; current works have not been closed off. All TDT cards were updated on site and reconfigured to meet Foxtel's latest specifications.
 - Foxtel is currently migrating services from the Optus D3 satellite to the Optus 10 satellite, with full transition expected by the end of the month. ICOZ will re-attend to complete further updates accordingly.
 - A unit with Free-to-Air (FTA) signal issues was attended. The system was functional, but TV re-tuning was required due to changes in channel frequency.
 - Upon investigation, signal loss in multiple buildings was traced to a tripped circuit breaker affecting the amplifier in Building 1 (Level 11). Once reset, signal was restored across affected areas.
 - David will work with the Building Manager to develop a long-term strategy for the TV and Foxtel systems.
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4. Strata Managers Report

RESOLVED

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

- Push Bikes – Common Area Storage: The Building Manager, Kris, will commence management of bicycle storage issues, starting with the issuance of a general notice to all residents.
- Insurance Declaration – Project C: The contract for Project C will need to be signed before further details and an estimated timeline can be provided to the insurer. This is aimed at helping to mitigate potential impacts on the cost of insurance.
- EGM Meeting Recording – Consent and Access: The Strata Committee seeks clarification on whether sharing the recording of a recent meeting would constitute a legal breach. While the Committee is confident that consent to record was obtained, it is uncertain whether separate consent is required for distribution of the recording. The Strata Manager is to provide advice on this matter. B&D Management's position is that recordings do not constitute part of the owners corporation's formal books and records, and only the minutes are recognised as such.

5. Fire Safety upgrade

RESOLVED

Fire Safety Development Control Order update.

- The Strata Manager to formally accept the Modified Development Control order on behalf of Owners Corporation and send this to Tim at AED consulting.

6. Other Business

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).

- Project C Fluid Contract. The Loan facility is in place and waiting on legals to check the contract with Fluid.
- The preparation of the new Capital Works funding plan is in progress as agreed at the last AGM.
- The Building Manager to confirm if Unit 21 requires a by-law if the Awning is attached to the building.
- Stephen will circulate the wording for the Lithium Battery Bylaw.
- The Dept Fair Trading provided a document to say that Lot 81 would stop smoking and if they didn't then the OC could take them to NCAT for the breach of bylaws.

7. Next Meeting

RESOLVED

That the strata committee determines the date of the next meeting as 26 August 2025.

There being no further business the meeting closed at 7.23 PM.

Bright & Duggan Pty Ltd

Managing Agents for Plan No. 47991