



STM

**STRATA TITLE
MANAGEMENT**

your strata care company

MINUTES OF EXECUTIVE COMMITTEE MEETING

**The Owners of Strata Plan 79293
Meeting held on Tuesday 7th June 2016
In the Activity Room
2c Munderah Street, WAHROONGA 2076
Commencing at 6:30PM**



**STRATA TITLE
MANAGEMENT**

your strata care company

STM Sydney North Shore

ABN: 13 093 036 429

PO Box 2727
Taren Point NSW 2229

t. 9266 2600

f. 9266 2699

e. northshore@stratatitle.com.au

stratatitle.com.au

MINUTES OF EXECUTIVE COMMITTEE MEETING OF THE OWNERS CORPORATION

MINUTES OF BUSINESS dealt with at the Executive Committee Meeting of the
Owners-Strata Plan No **79293**

Held in **Activity Room**

2c Munderah Street, WAHROONGA 2076

On **Tuesday 7th June 2016** commencing at **6:30PM**

Present: Wayne Munce (102)
Karl Reger (103)
Russ McBurnie (151)
Jarred Drew (65)

Apologies:

In Attendance: Patrick Rush for Strata Title Management
S. Gray (21)
R. Hasuo (76)
P. & J. Chilton (150)

Chairman: Wayne Munce

There being a quorum present the chairman declared the meeting open.

MOTION 1	MINUTES
-----------------	----------------

RESOLVED that the minutes of the previous Executive Committee Meeting held 03/05/2016 be confirmed as a true and accurate account of the proceedings at that meeting.
--

MOTION 2	Financial Statements
-----------------	-----------------------------

- | |
|--|
| <p>1. RESOLVED that the financial statements to 30th May 2016, be accepted for SP 79293. With the following questions to be answered –</p> <ul style="list-style-type: none">• Details of all insurance repairs expense to be provided with Lot numbers and invoices lodged for insurance claims.• Details of the recent investment account and if it has matured and what rate it matured at. |
|--|

• The Treasurer has advised that the following expense codes need to be reviewed – - o 17541 – Staff – Contract Building Manager - \$78,622.40 (It was advised invoices of up to \$102,000.00 has been approved) - o 18111 – Utility - Electricity - \$15,705.95 (It was advised invoices of up to \$21,000.00 has been approved) - o 18113 – Utility – Gas – Check accounts and why this is already twice the expense of the whole of the last financial year. 2. RESOLVED that the current aged arrears was tabled and an updated on what stage each of the below Lot Owners was currently at – • Lot 22 – Payment Plan in place as agreed in March 2016 • Lot 72 – Stage 3 Debt Collection

MOTION 3	Outstanding Invoices	
RESOLVED that the following invoices have not yet been approved for payment – • Core Project Consultants Invoice #4450 in amount of \$11,550.00 + GST – Awaiting further details as per Motion 6. • Ivy Contractors Roofing Specialists Invoice #2068 in the amount of \$6,600.00 + GST – Waiting on email from General Manager confirming to re-attend and clean missed gutters at no extra charge to the Owners Corporation • Jim’s Antennas Castle Hill #0155 in the amount of \$520.00 + GST – Awaiting a response from Building Manager after querying the costs. • Complete Strata Group #0764 in the amount of \$1,859.00 + GST – This is a draft invoice, require a final invoice prior to approval and payment		

MOTION 4	Review the Outstanding Work Order	
RESOLVED that the outstanding work order report was tabled and an update on each work order provided.		

MOTION 5	Defects Claim & Inspections Update	
RESOLVED that it was advised the defect repairs by Meriton’ builder commenced on 30/05/2016 with common area tiling to be completed initially. Once this work has been completed the Owners Corporation and Meriton’ building will co-ordinate with residents for bathroom and other defect rectification and set up a timetable for this work to be completed.		

MOTION 6	Core Project Consulting Engineering Update	

RESOLVED that the Owners Corporation agreed to proceed with the Maintenance Program proposal from Core Project Consulting at no charge and they are to be invited to the next Committee Meeting.

After receiving the emails between Core Project Consulting, Meriton's Expert & the Independent Expert it was advised that further details of the invoice need to be provided before it can be approved. What was done for the invoice and can Core project Consulting provide an itemised invoice for what their time was spent for \$11,550.00 + GST.

MOTION 7	<i>Storm Damage Insurance Claim Update</i>	
-----------------	---	--

RESOLVED that the Owners Corporation would be provided with a further update from Strata Title Management's Senior Management Team no, later than Friday 10th June 2016.

It was requested that Strata Title Management provide details of how they are to assist the Owners Corporation with the insurance claim and possible Financial Ombudsmen Claim.

MOTION 8	<i>Parking</i>	
-----------------	-----------------------	--

RESOLVED that the executive committee advised that the parking situation is currently being monitored and further investigation is taking place. Residents are reminded that visitor parking is for genuine complying visitors only and use by residents will incur a parking fee.

MOTION 9	<i>Building Manager</i>	
-----------------	--------------------------------	--

THAT the executive committee advised that the Owners Corporation provide a vote of thanks and are appreciative of the enthusiasm and assistance that the Building Manager has provided in working with all residents.

MOTION 10	<i>Cleaner</i>	
------------------	-----------------------	--

THAT the executive committee advised that the Owners Corporation provide a vote of thanks and are appreciative of the enthusiasm and assistance that the property cleaner has provided in working with all residents.

MOTION 11	<i>Repairs & Maintenance</i>	
------------------	---	--

That the following maintenance items be updated/processed by STM –

1. **RESOLVED** that the Owners Corporation SP 79293 consider and accept the quotation provided by Complete Strata Group for the metal strips welded to fence on D2 @ \$680.00 + GST.
2. **RESOLVED** that the Owners Corporation SP 79293 confirm the approved quotation from Slique for the common area lobby tile staining.

3. **RESOLVED** that the Owners Corporation SP 79293 confirm the approved quotations from Complete Strata Group for Unit 206's investigation of water ingress present @ \$3,620.00 + GST.
4. **RESOLVED** that the Owners Corporation SP 79293 confirm the approved quotations from Complete Strata Group for drain insulation in car park @ \$250.00 + GST.
5. **RESOLVED** that the Owners Corporation SP 79293 confirm the approved quotations from Complete Strata Group for drain covers @ \$1,690.00 + GST.
6. **RESOLVED** that the Owners Corporation SP 79293 approve quotations from Complete Strata Group #362230 in the amount of \$4,750.00 + GST for rectification of the water ingress through the expansion joints in Lot 20 (Unit 232) & further water testing and gyprock rectification of Unit Lot 114 (631) at a cost of \$3,470.00 + GST, resolved at the previous meeting proceed as it was confirmed the warranty period was for 5 years.
7. **RESOLVED** that the Owners Corporation SP 79293 request a comparative quotation from an alternate garage door contractor be sourced based on the Able Door Services for the supply and installation of a shutter key pad external wall option as per their scope of works, making sure that fire regulations are met
8. **RESOLVED** that the Owners Corporation SP 79293 request a quote request be made of a tiler to repair the damage walls tiles where the lift readers are located. Replacement tiles are available on site.
9. **RESOLVED** that the Owners Corporation SP 79293 request a quote request from GT Global for the electrical timer switches in the D2P3 bathrooms.
10. **RESOLVED** that BPS, Strata Title Management's emergency service should be advised that they are to contact contractors directly and not to contact the Building Manager.

MOTION 12	Repairs Timetable
------------------	--------------------------

RESOLVED that the Executive Committee advise Owners that they are collating all repairs required at the present time that are not included in the defects and are working towards organising all such work.

MOTION 13	De-Registering of Easement Fee Proposal from Strata Title Lawyers
------------------	--

RESOLVED that the Executive Committee advise at this stage it is not necessary to spend money on Lawyers and that currently there is no changes to the neighbouring development. The matter will continue to be monitored.

MOTION 14	Correspondence
------------------	-----------------------

The following items of correspondence were raised and are to be actioned accordingly –

1. That the Owners Corporation SP 79293 confirm approval for the pet application by Lot 73 (Unit 505) as attached.
2. **RESOLVED** that the Owners Corporation SP 79293 approve the visitor parking request from Unit 113 received on 25.05.2016 for Vehicle Registration – BHJ70D, a black Volkswagen Tiguan.
3. **RESOLVED** that the Owners Corporation SP 79293 approve the visitor parking request from Unit 424 received on 02.06.2016 for Vehicle Registration – BBU05C, a white Hyundai SUV.
4. **RESOLVED** that the Owners Corporation requested that after receiving the email from the Owner of Unit 508 that an insurance claim be lodged for the floorboard damage due to a leaking shower recess.
5. **RESOLVED** that the Owners Corporation agreed with the recommendation from the termite inspection by Kevin Joyce Pest Management to carry out an inspection every 12 months
6. **RESOLVED** that the Owners Corporation Owners Corporation approved a letter be sent to all owners and Managing Agents on file to advise that if they have not advised the Strata Manager of their Tenants details they are in breach of Section 119 and should confirm these with the Strata Manager otherwise further action may be taken.
7. **RESOLVED** that the Owners Corporation requested a smoking By law Breach Notice be sent to the Tenants of Unit 114 for smoking and parking on common property on the weekend of 4th & 5th June 2016 outside the activity room.

BEING NO FURTHER ITEMS OF BUSINESS THE MEETING CLOSED AT 7:30PM