MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE OWNERS-STRATA SCHEME 50785 HELD AT 1 McDONALD STREET CRONULLA AT 7.00 P.M. ON TUESDAY 27th January,2004.

Present: Mrs.S.Carruthers,Mrs.S.Schembri MessrsG.Bursill,D.Solari,P.Pinn C.Beebe.

Chairperson: Mr.G.Bursill.

Apologies: Mr.P.Mahony.

In attendance Mr.P.Perri.

MINUTES

RESOLVED the Minutes of the 10th & 24th November,2003 be **received.**

RESOLVED the Minutes of the 10th & 24th November,2003 be **adopted**.

BUSINESS ARISING

RESOLVED that the written report of the Secretary as attached to the Agenda be received.

Gym equipment maintenance agreement-The written proposal of Elite Service Division was not considered satisfactory.CB presented proposal of Fitness Industrial Repairs & Maintenance.
RESOLVED This firm be requested to attend to check,adjust &,if necessary,repair the equipment and details of future charges for service be then obtained from them. **[Action SC]**

Fire Brigade call-outs-No report as to progress was available as PM was absent. **[Action PM]**

Central light in foyer-SS reported unable to obtain replacement glass for fitting.
RESOLVED that a whole new fitting to cost up to $500.00 be purchased. **[Action SS & SC]**

Gardener-Report as to comparison by GB & DS of charges of Ian Brindley & quote of Yellambie Landscapes discussed and only a little difference but labour of latter better.
RESOLVED that the action of SC in attending to the engagement of Yellambie Landscapes as the gardener as from 01/01/04 on the terms & conditions as set out in its quote of 20/11/03 & the termination of the services of Ian Brindley as at 31/12/03,be confirmed.

TREASURER'S REPORT

RESOLVED written Report for month ending 31/12/03 be received.

Monthly cheque requisition lists-DS mentioned that recently SSMC had not been indicating identity of unit when expenditure incurred on it & this needed for ease of later quick reference.
RESOLVED that SSMC be requested to include this detail in the future. **[Action DS]**

CORRESPONDENCE

As listed on the Agenda as follows-
Item(a)-Letters to & from Sutherland Council-as to repairs to tiles in driveway discussed**.**
RESOLVED letters be received & that Council be pressed to replace the tiles at their own cost.

Item(b)-Unit 5C letter of 01/01/04-Reply to advise-Noted as to rust spots requiring attention.As to noise from entrance fountain in high wind or when splashing occurs,unable to prevent this.As to adjacent garden condition,C5 already advised by SC of proposed refurbishment. **[Action DS]**

Late Item-Unit 48C letter of 25/01/04-Discussed & as to the 3 points raised**.**
RESOLVED
(i)As to line marking & direction arrows in access driveway from B1 to B2,on report of GB & DS as to their investigations,that this be done but on the basis that all vehicles travel on the right, not left,side & that the centre pole leading into B2 be removed **[Action GB]**
& the swipe on it be relocated to the right hand side wall nearby. **[Action CB]**
(ii)a handrail,similar to that on the pool steps,be fitted to the external spa. **[Action GB]**
(iii)a letter be sent to Cronulla Police to complain of the firework explosions occurring in the early hours of mornings,particularly weekends,& more Police presence required. **[Action DS]**

BUILDING DIVISION REPORTS

a)Building Services Division Report.
i)Additional toilet in amenities area Slight change in sewer connection point explained by GB
RESOLVED the additional toilet be installed at a cost of approx $6,200.00. **[Action GB]**

ii)New drainage grate in loading dock Installation commenced today.

iii)Garden Renovations-Bill Sanders Waterproofing still to attend to sealing of courtyard crack and this to be chased up by GB. **[Action GB]**

iv)McDonald St garbage area gate-No quote was obtained from Steelcorp Pty. Ltd pending the result of further investigations as to alternatives now being considered. **[Action GB & CB]**

v)Low rise gas hot water disruption-This occurred today and cause was new Rotex tank being empty due to lack of information from AGL Bondi as to topping up requirements.
RESOLVED this and check of thermostat on new system be raised with AGL in current discussions on Tower hot water costs. **[Action DS]**

b)Secretary's Report
i)Re 12/05/03 storms water entry-Engineer to be arranged by Australand to investigate continuing dampness problems in Units C53 & C69.
RESOLVED this report be received.

ii)Tower hot water costs-Report of DS discussed.DS advised still awaiting Skilltech reply as to interim master gas & water meter readings.
RESOLVED AGL be notified of failure by Bondi franchise to advise of requirement as to topping up of Rotex tanks and check of thermostats upon installation. **[Action DS]**

HOUSE

a)Rust spots on underside of balconies-SC advised a number of owners have not notified her of these which are clearly evident when looking up at balconies.
RESOLVED a circular,prepared by DS,be sent out by SSMC with next levy notices to advise owners of importance of this remedial work and that failure to notify could render owner liable for the cost of future remedial work. **[Action DS]**

b)Caretaker/Cleaner job specifications-A draft as prepared by SC,CB & SS was discussed & suggestions made as to amendments to be made & hours of attendance to insisted on.
RESOLVED the "Expressions of Interest"& job specification be now finalised & then tenders called &,if necessay,advertised in the Leader,for this position **[Action SC.CB &SS]**

SECURITY DIVISION REPORT

The written report of CB as attached to the Agenda was discussed & received.
RESOLVED AS FOLLOWS:
i)the security system tapes be replaced at an approximate cost of $70.00;
ii)That if tape rewind problems are not resolved with the new tapes,the rewind system of the video recorder be repaired;
iii)Shire Locksmiths key alike the plant room and Level 10 fire exit doors but so that the normal fire door key will still open the fire door exit on this level;
iv)that new keys as referred to in iii) be issued to all contractors needing plant room access;
v)That Shire Locksmiths & Skilltech be issued with full access grey swipes;
vi)Shire Locksmiths repair the roof ventilation system door;and
vii)Chemical Water Services be provided with Level 10 & plant room access keys.

RESTAURANT DIVISION REPORT

RESOLVED the written report of DS as attached to the Agenda be received.

Stonefish,Oceanna & future awnings over outdoor eating areas.
RESOLVED That approval be confirmed for Stonefish & Oceanna Restaurants to install retractable awnings in accordance with individual quotes obtained by each from Viva Sunscreens Pty Ltd dated 26/11/03 and use of awning covering & drop curtain as per samples provided & attached to these Minutes & that future awnings for other restaurants must comply, as far as possible,with the design & colours of the awnings as hereby approved.

GENERAL BUSINESS(of which notice given)

Strata Manager-The written report of DS as attached to the Agenda was discussed
RESOLVED that DS arrange an appropriate meeting with the relevant staff of SSMC to ensure proper attention is given to arrangements for repairs & details on cheque lists etc **[Action DS]**

OTHER GENERAL BUSINESS

Nil

Next Meeting:Monday,15th March,2004.

Meeting closed 10.15 pm.

Chairperson.

Prepared:29/01/04.