STM Sydney South
ABN: 13 093 036 429

PO Box 2727
TAREN POINT NSW 2229
t. (02) 9540 4199
f. (02) 9540 3943
e. sydney@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 Corporation of **Strata Plan 50785** held immediately after the Annual General meeting in BBQ Area at 1-3 McDonald Street, Cronulla on **Tuesday, 29 April 2014**.

PRESENT:	S Jarvis (Lot 34), C Beebe (Lot 54), D De-Le-Garde (Lot 55), K O'Shea (Lot 56), S Carruthers (Lot 79), R Earle (Lot 90 & 96), J Farlow (Lot 91), E Korbel (Lot 104)
PROXIES:	Nil
APOLOGIES:	J Forrest (Lot 39),
IN ATTENDANCE:	A Bailey (Lot 71), N Bayliss (Lot 86), M Earle (Lots 90 & 96) John Stevens of PREMIER CONTRACT CLEANING PTY LTD Nina Ashfield-Howell of STRATA TITLE MANAGEMENT
CHAIRPERSON:	Nina Ashfield-Howell

There being a quorum present the chairman declared the meeting opened at 8.09pm.

MINUTES

MOTION 1
Minutes

RESOLVED that the minutes of the previous Executive Committee meeting held 12 March 2014 be confirmed as a true and accurate account of the proceedings at that meeting.

MOTION 2
Office Bearers

RESOLVED the position of office bearers (Secretary, Treasurer and Chairperson) for the ensuring year be as follows:

- **Chairperson**: Kevin O'Shea
- **Secretary**: Strata Title Management under delegated authority
- **Treasurer**: David Gourley Ex Officio member

MOTION 3
Appointed Representative & Substitute Representative

RESOLVED that the Executive Committee elects Carey Beebe as Representative and Kevin O'Shea as Substitute Representative as the nominated contact persons for the strata managing agent.

MOTION 4
Building Works Protocol

MOTION DEFERRED UNTIL THE NEXT EXECUTIVE COMMITTEE MEETING - That the Executive Committee establishes an agreed protocol with respect to facilitating and coordinating building works at the complex.

MOTION 5
Quarterly Licence Fee under Special By-Law 42.5

RESOLVED that the position of the Executive Committee was determined and will be provided at the meeting with the elected commercial lot representatives.

MOTION 6
Process of Account Authorisation & Payment

RESOLVED that the current account authorisation process continue to be adopted which requires all invoices to be paired up with the work order and a minimum of two signatures being from the Treasurer and one other Executive Committee Member before payment is released by STM to the contractor. Should the Treasurer be away, at least two Executive Committee Members must approve payments before they are released.

MOTION 7
By-Law Review

It was noted that Dunstan de Souza, owner of Lot 18, is still currently reviewing the first draft of the proposed new set of by-laws. Carey Beebe undertook to follow this up.

RESOLVED that the list of concerns over the draft by-laws be provided to Adrian Mueller of JS Mueller & Co. Solicitors by the next Executive Committee Meeting.

MOTION 8
Section 45 Notice - Notice to Comply (NTC) with a By-Law

RESOLVED that, in accordance with Section 45 of the Strata Schemes Management Act 1996, a Notice to Comply with a By-Law be served upon the occupants of **Lot 64** (**Apartment C36**) for breach of special by-law 32.1 in relation to parking vehicles on common property without the approval of the owners corporation despite repeated requests.

MOTION 9
Next Executive Committee Meeting

RESOLVED that the next Executive Committee Meeting be held on **Tuesday, 29 July 2014** in the Office of Strata Title Management commencing at 6.30pm.

MOTION 10
Appointment of Project Manager for Balustrade Replacement Project

It was noted that three comprehensive quotations were obtained from reputable project management firms for the balustrade replacement project. These quotations were reviewed and a recommendation was made by the Balustrade Sub Committee to accept the quotation from Davis Langdon.

RESOLVED that Davis Langdon be appointed as project manager in accordance with their quotation.

MOTION 11
Repair to Gazebo Adjacent to Lot 21

It was noted that the previous building insurer (CHU) have engaged Express Glass to replace the cracked glass panel to roof of the gazebo on a "do and charge" basis.

The building manager confirmed that an onsite meeting will occur the following morning (30/04/14) between Express Glass and George Walker to discuss timing of the works to minimize disruption to trading of Zink & Opah.

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 8.57PM