STRATA TITLE MANAGEMENT
your strata care company
ABN: 43 119 665 762
www.stratatitle.com.au

NOTICE OF STRATA COMMITTEE MEETING OF THE OWNERS CORPORATION

NOTICE OF BUSINESS to be dealt with at the Strata Committee Meeting of the Owners-**Strata Plan No 50785**
To be held in the Office of Strata Title Management
On **Tuesday 13th August 2019** at **6:30pm.**

PRELIMINARIES/AGENDA

1. Recording of members present personally or by proxy.
2. Recording of persons in attendance.
3. Recording of apologies.
4. Determination of quorum.
5. Determination of Motions 1 – 15

CONFIRMATION OF RECORDS

MOTION 1	***Minutes***

THAT the minutes of the previous Strata Committee Meeting held 18th July 2019 be confirmed as a true and accurate account of the proceedings at that meeting.

MATTERS ARISING FROM PREVIOUS MINUTES

MOTION 2	***MATTERS ARISING***

THAT any matters arising from the previous minutes be discussed and appropriate action determined.

MOTION 3	***FINANCIAL STATEMENTS***	***ACTION:***

a) THAT the Financial Statements for the period 01/03/2019 to 31/07/2019 be reviewed.
b) THAT to improve relations with suppliers, the Strata Committee take over responsibility for paying them directly online.

MOTION 4	***ARREARS REPORT***	**ACTION:**
THAT the current aged arrears list be tabled and the Strata Committee determine any necessary debt recovery action.		

BUILDING MANAGEMENT

MOTION 5	***Building Report***
THAT the Building report be reviewed and any further action determined.	

MOTION 6	***Foxtel***
THAT possible upgrade to the Foxtel reception infrastructure be discussed.	

MOTION 7	***Lowrise Roofing***
THAT the final section of lowrise roofing be promptly replaced, necessitating removal of Lot 12 Zinc and Lot 12 Opah exhausts and their likely replacement at Lot owner expense due to their poor condition.	

MOTION 8	***Lot 5 Rooftop Exhaust***
THAT the Lot 5 Alphabet Street rooftop exhaust be painted at Lot owner expense.	

MOTION 9	***Lot 4 Rooftop Exhaust***
THAT rust repair and repainting be carried out to Lot 4 Splash rooftop exhaust at Lot owner expense.	

BY-LAW COMPLIANCE

MOTION 10	***By-Law Compliance***
THAT all by-law compliance issues be reviewed and further action determined.	

APPLICATIONS

MOTION 11	***Applications for Renovations***
THAT any applications received relating to renovation works by individual owners be reviewed and appropriate approval/action determined	

OUT OF MEETING DECISIONS

MOTION 12	**Out of Meeting Decisions**

THAT the Strata Committee ratify any out of meeting decisions made since the last Strata Committee Meeting.

MOTION 13	***General Meeting***

THAT the Strata Committee agree to call an Extraordinary General Meeting for the following issues; Amendment of B15 by-law, changing the responsibility of outdoor lighting to the Owners Corporation, tiling works, Foxtel upgrade works and possible lift refurbishment, or any other matter deemed appropriate by the Committee.

MOTION 14	***Additional Matters***

THAT the Strata Committee review any other matters requiring consideration.

FUTURE MEETINGS

MOTION 15	***Next Meetings***

THAT the date, time and venue of the next Strata Committee Meeting and General Meeting be determined.

STRATA TITLE MANAGEMENT

Dated: 9 August 2019

IMPORTANT NOTICE: *An owner can attend Strata Committee meetings but cannot address the meeting unless with approval from the Strata Committee.*