STRATA TITLE MANAGEMENT
your strata care company
ABN: 43 119 665 762
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# MINUTES OF STRATA COMMITTEE MEETING OF THE OWNERS CORPORATION

**MINUTES OF BUSINESS** dealt with at the Strata Committee Meeting of
**Strata Plan No 50785**
Held in the Office of Strata Title Management
Located **Mezzanine Level, 191-193 Taren Point Road, Taren Point** NSW 2229
On **Wednesday 13th March 2019** commencing at **6.32pm**

**PRESENT:** C Beebe (Lot 54), K O'Shea (Lot 56), S Hansen (lot 72), D Gourley (Lot 83), E Thompson (Lot 67), Rob McCubbin (Lot 17), C Knowles (Lot 15), S Carruthers (Lot 79)

**APOLOGIES:** Nil

**IN ATTENDANCE:** John Stevens – Premier Contract Cleaning
Daniel Goodwin of Strata Title Management

**CHAIRPERSON:** Daniel Goodwin

## CONFIRMATION OF RECORDS

| ***MOTION 1*** | ***Minutes*** |
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**RESOLVED** that the minutes of the previous Strata Committee Meeting held 7th May 2018 be confirmed as a true and accurate account of the proceedings at that meeting.

## MATTERS ARISING FROM PREVIOUS MINUTES

| ***MOTION 2*** | ***Matters Arising*** |
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**RESOLVED** that the EGM which was to be held as per the previous minutes will not be required as the AGM will be held in April 2019.

| ***MOTION 3*** | ***FINANCIAL STATEMENTS*** | ***ACTION:*** |
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a) **RESOLVED** that the preliminary Financial Statements for the period 01/03/2018 to 28/02/2019 be reviewed, noting that the figures are prior to auditing. It was noted that the balustrading project was completed.

b) **RESOLVED** that the preliminary budget for the period 01/03/2019 to 29/02/2020 be reviewed, including a review of planned specific CWF (Capital Works Fund) projects.

It was noted that the last increase to levy contributions was in 2017 for the Capital Works Fund and 2016 for the Administrative Fund and there is no need to increase for the coming financial year, however the Capital Works Fund Forecast is not being strictly followed.

| ***MOTION 4*** | ***OTHER FINANCIAL MATTERS*** | **ACTION: SC** |
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a) **RESOLVED** that the intended transfer of funds from our AF (Administration Fund) to our CWF be approved at a value of $175,000 based on preliminary financial statements, subject to AGM approval.

b) **RESOLVED** that the 10 year CWF forecast be reviewed along with agreeing on a long range CWF minimum and maximum surplus/balance plan. It was agreed that the CWF balance shouldn't not fall below $200,000 or grow above $2,000,000

c) **RESOLVED** that CWF projects exceeding $20,000 GSTE already approved be acknowledged as follows:
Common Property LED Lights – Ecovantage – approximately $38k + GST (3 quotes were obtained prior to work being approved).

d) **RESOLVED** that both electricity & water consumption data be reviewed
Water – It was noted that kL consumptions levels have fallen back to around 2014 volumes.
Electricity – It was noted that at the end of the financial year we haven't achieved the result that was suggested by Ecovantage. The Committee will continue to review.

e) **RESOLVED** that the Strata Committee review proposed building renovation works (main foyer, hallways, building exterior, pool/spa/bbq paving) where colour/design changes may apply and any further action determined before presenting proposals at our next AGM.

It was noted that options will be placed in the foyer for owners to view prior to a vote being put to the Annual General Meeting. Motions will need to be provided to the Managing Agent by 27th March 2019 for inclusion on the AGM agenda.
Paving – will be required to be put to the AGM also but the options were unable to be confirmed at the time of this SCM.

| ***MOTION 5*** | ***ARREARS REPORT*** | **ACTION: STM** |
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**RESOLVED** that the current aged arrears list be tabled and the Strata Committee determine any necessary debt recovery action.

A payment plan was put forward to the Committee by the owner of Lot 2 for $500 per month which was rejected. The Managing Agent requested that the Committee consider a $2,000 per month plan (if accepted by the owner) which was also rejected.

## BUILDING MANAGEMENT

| ***MOTION 6*** | ***Building Report*** | **ACTION: BM / STM** |
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**RESOLVED** that the Building report be reviewed and any further action determined.

**C4/ C5 Fence-** Carey will aim to meet with the owner of C4 re the fence panel to discuss the matter and attempt a resolution.

**Commercial Bi-Fold Door Replacement** - Alphabet Street bi-fold works were completed. Splash Doors – approved at $13,850 and 7 lanterns was approved at $6452 and it was agreed that a quantity discount be requested considering multiple works, along with a costing for a maintenance program to be obtained.

**AFSS** – Inspections will take place on Monday 8th April 2019.

**Newsound Fire** - Sprinkler, Hydrant and pump servicing - quote approved for $1705 inc GST. Flow testing for sprinkler, hydrant and hose reel approved for $962.50

**Spa Heater** – Replacement approved at $5280 inc GST

**Pool and BBq tiles upgrade** – Quotes are in the process of being obtained.

**Roofing** – Opah and Zink are still required to identify and repair equipment. Should either lot fail to comply within 30 days of the request the Managing agent is authorised to send a Notice To Comply with a by-law and then take further action via NCAT to enforce compliance.

**Painting** – A, B and Commercial Areas – Robertsons Painting and Decorating were approved at a cost of $84,370 inc GST subject to AGM approval. CPR Group were approved for the C-Tower & Amenities at a cost of $258,445 inc GST.

## BY-LAW COMPLIANCE

| ***MOTION 7*** | ***Commercial by-Law*** |
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a) The Strata Committee considered the compromise suggested by Lot 12 tenant (supposedly representing all commercial lot owners) in response to the draft special by-law 125 which was put to the commercial lot owners well prior to the 2018 AGM. The compromise was rejected and it was agreed that that by-law would be put to the commercial owners for a final time at the 2019 AGM. This issue will not be considered again and if the new by-law is not agreed to by all commercial lot owners, the terms of the current by-law will continue to be enforced. It was noted that the next licence fee payment is subject to the annual CPI uplift.

a) **RESOLVED** that all by-law compliance issues be reviewed and further action determined. There were no further by-law compliance issues to be discussed.

| ***MOTION 8*** | ***Visitor Access*** |
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The Strata Committee reviewed visitor access for the resort area and agreed that the wording of the current by-law is sufficient.

## APPLICATIONS

| ***MOTION 9*** | ***Applications for Renovations*** |
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**RESOLVED** that any applications received relating to renovation works by individual owners be reviewed and appropriate approval/action determined:

- Air Conditioning Application – C69 - APPROVED
- Air Conditioning Application – C27 - APPROVED
- Air Conditioning Application – C32 - APPROVED

## OUT OF MEETING DECISIONS

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| ***MOTION 10*** | **Out of Meeting Decisions** |

**RESOLVED** that the Strata Committee ratify any out of meeting decisions made since the last Strata Committee Meeting:

Lot 40 – Request for arrears fees and interest to be removed – It was agreed that the fees relating payment to an incorrect account by the owner are not removed.

## OTHER MATTERS

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| ***MOTION 11*** | ***Deed of Variation – Additional Antenna*** |

**RESOLVED** that the Strata Committee review and agree to the enclosed Deed of Variation from Sutherland Council for the installation of an additional antenna on the roof. It was agreed that the Managing Agent be authorised to sign on behalf of the Owners Corporation and affix the common seal if appropriate.

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| ***MOTION 12*** | ***Hogsbreath Development Application*** |

The Strata Committee reviewed the development application submitted by Hogsbreath (Lot 1) and agreed that the application should be signed by the Managing Agent and returned to Lot 1, subject to legal clarification from JS Mueller Solicitors that the matter does not require general meeting approval.

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| ***MOTION 13*** | ***Additional Matters*** |

There were no additional matters to be discussed.

## FUTURE MEETINGS

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| ***MOTION 14*** | ***Next Strata Committee Meeting & Annual General Meeting*** |

**RESOLVED** that the date, time and venue of the next Strata Committee meeting & Annual General Meeting be confirmed for Wednesday 16th April 2019 from 7pm in the BBQ Area at Cote D'Azur.

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9:05PM**

**DANIEL GOODWIN**

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**STRATA TITLE MANAGEMENT**

Dated: 15th March 2019