

MINUTES OF EXECUTIVE COMMITTEE MEETING

The Owners – Strata Plan No. 69259
Mondrian
2-4 Powell Street, Waterloo

DATE, PLACE AND TIME

The meeting was held on Tuesday 18 February 2014
in the offices of Strata Plus Pty Ltd
Level 2, 80 Cooper Street, Surry Hills
The meeting commenced at 6:15PM

PRESENT:

B Aitken	Lot 32
M Brindley	Lot 117
S Chan	Lot 74
C French	Lot 133
K Hannan	Lot 75
J Hutchinson	Lot 123
I Hulme	Lot 21
M Rodgers	Lot 17

APOLOGIES: **M Hartwich**

IN ATTENDANCE:

L Meads	ABM Services
M Collins	ABM Services
G Beresford	Strata Plus Pty Limited
A Haddadi	Lot 56
D Krause	Lots 48,102 & 66
S Piggott	
L Rigon	

CHAIRPERSON: John Hutchinson

AGENDA

STATUTORY MATTERS		
MOTION 1	ACTING MEMBERS	RESOLVED that pursuant to clause 3, Schedule 3 of the Strata Schemes Management Act, the executive committee receive and accept the appointment of any acting members of the executive committee for the purpose of the meeting. It was noted that for any future meetings, the following acting members have been appointed should the member not be available to attend;

		<p>K Hannan to act for C French</p> <p>B Aitken to act for M Rodgers</p> <p>K Hannan to act for B Aitken</p> <p>B Aitken to act for K Hannan</p> <p>M Rodgers to act for J Hutchinson</p> <p>D Krause to act for I Hume</p> <p>M Rodgers to act for M Brindley</p> <p>NB; these acting members will need to be accepted by the committee at the start of any meeting where an acting member is attending, they are not automatically accepted like a valid proxy for a general meeting</p>
MOTION 2	MINUTES	<p>RESOLVED that the minutes of the last executive committee meeting held on 18 December 2013 be confirmed as a true and accurate account of that meeting.</p> <p>Note: Future meetings to include a motion to close off items from previous minutes & seek instructions on outstanding matters carried forward.</p>
MOTION 3	EC RESIGNATION	<p>RESOLVED that the Executive Committee notes the resignation from the EC of Liana Rigon, effective 24 Jan 2014.</p> <p>Note: As required by Sch3 Part 1 (4(2)) of the Strata Schemes Management Act 1996 the members voted to fill the vacancy created with Sam Chan who volunteered via email following advertisement for the vacancy and attended the meeting.</p>
MOTION 4	AFFIX COMMON SEAL	<p>RESOLVED that in accordance with Section 238 of the Strata Schemes Management Act 1996 the Executive Committee authorise for the Common Seal to be affixed to the Modified Fire Order issued by City of Sydney.</p>
FINANCIAL MATTERS		
MOTION 5	FINANCIAL STATEMENTS	<p>RESOLVED that the Executive Committee accepts and adopts interim financial statements as presented by the Treasurer for the period 1 November 2013 – 31 Jan 2014.</p> <p>Note: It was requested that costs for consultants be carefully monitored and separately reported on in future meetings. Strata Plus to carefully account for GST component of defect rectification works. Telephone charges were queried, Strata Plus to contact provider to identify use of each line. Foxtel charge queried, meeting determined that this was the annual service charge in accordance with the original agreement.</p>
MOTION 6	LATE STRATA FEE PAYMENTS	<p>RESOLVED that the Executive Committee reviews the Aged Arrears List and determines actions to be taken.</p> <p>Note: Strata Plus to forward levy debt collection internal procedures to EC, Strata Plus to forward updated aged areas report to EC on Friday 21st February.</p>

MOTION 7	INSURANCE BROKERS REPORT	<p>RESOLVED that the executive committee consider the insurance renewal report from BAC Brokers dated 11/2/14 and delegate to the treasurer the authority to issue instruction to the managing agent for renewal.</p> <p>EC resolved to accept CHU proposal subject to K Hannan assisting treasurer with determining future cover requirements</p>
APPLICATIONS		
MOTION 8	APPLICATIONS	<p>RESOLVED that the Executive Committee resolve upon the following applications from owners.</p> <ul style="list-style-type: none"> • Lot 124 (Unit 419) - Application for Car Park Storage. Resolve that the Executive Committee grants formal approval for installation compliant with By-Law 28. APPROVED • Lot 76 (Unit 332) – Application for Hard Flooring. Resolve that the Executive Committee grants formal approval for installation compliant with By-Law 6. APPROVED
BUILDING MANAGEMENT AND MAINTENANCE		
MOTION 9	BUILDING MANAGER'S REPORT	<p>RESOLVED that the Executive Committee receives the Building Manager's report and determine any actions to be taken.</p> <p>Note: New format of report presented, matters for meeting, then records of "cases" which are general activity.</p> <ul style="list-style-type: none"> • Rubbish Bins: Two new 80L Plato bins to be installed at cost of \$2.5k, these are lockable bins purchased to reduce rubbish being spread across the lawns by ibises and large rubbish disposals by residents and passers by. • Quotes for lift curtains to be considered after defect works. • Building Manager to obtain 3 quotes for refixing of roof parapet capping.
MOTION 10	NEW WEBSITE	<p>RESOLVED that the Executive Committee authorise the 'go-live' publication of the new Mondrian Waterloo website.</p> <p>Note: Website will be ready for release in around one week. EC gave special thanks to Mark for driving the project and to Chris and Karen for their long hours and effort spent on this project. The website address is to be advertised to owners with ECM minutes. Please see attached for information and location.</p>
MOTION 11	POOL CONSULTANCY FEES	<p>RESOLVED that the Executive Committee consider the proposal from the Pool Sub-Committee to engage the services of Peter Glass to advise on potential upgrades to the pool and surrounds, and resolve on whether to accept.</p> <p>Note: RESOLVED subject to an initial cap of \$3,000.00. A tight scope to be prepared by sub-committee based on a questionnaire seeking owners' requirements and wishes.</p>
MOTION 12	INDEPENDENT ADVICE ON BALCONY	<p>RESOLVED that the Executive Committee accept the proposal of the By-Law/Compliance Sub-Committee to seek qualified independent professional opinion on ownership and safety responsibilities regarding</p>

	PEBBLES	<p>the white pebbles on balconies.</p> <p>Note: EC RESOLVED to seek advice from both a WH&S consultant and a Lawyer to determine the owners corporations position and responsibilities in this matter. K Hannan and J Hutchinson to prepare brief for a Suzie Broome of Makinson d'Apice.</p>
MOTION 13	MOSQUITO MANAGEMENT	<p>DEFERRED that the Executive Committee consider whether there exists any practical method to improve mosquito management and resolve accordingly.</p> <p>Note: EC resolved to investigate causes of proliferation. Building manager will investigate pooling of water under pool decking. Members to research further methods to eradicate infestation.</p>
MOTION 14	ACOUSTIC TESTING	<p>RESOLVED that the Executive Committee resolve to accept the quote from PKA Acoustic Consultants dated 3/2/14 for the testing of noise transmission through the slab with the purpose of developing a standard for replacement coverings in the amount of \$4500+GST.</p>
MOTION 15	ADDITIONAL DEFECT ASSESSMENT	<p>RESOLVED that the executive committee approve the Fee Proposal of Paul Evans & Associates of August 2103 for assistance with assessing additional repair / defect work.</p> <p>Note: Engagement is subject to cap of \$6k at this stage. This was previously considered in August 2013 but no agreement was executed. The scope of engagement has now been expanded.</p>
SUB-COMMITTEE REPORTS		
MOTION 16	SUB COMMITTEE REPORTS	<p>(a) RESOLVED that the Executive Committee receives updates on the status and progress of the following sub-committees and determines any actions to be taken.</p> <p>(b) Building Management – Bruce Aitken</p> <p>(c) Defects & Fire Compliance – John Hutchinson</p> <p>(d) Energy Action Plan & Security Phase 3 – John Hutchinson / Mark Rodgers</p> <p>(e) Garden / Landscaping – Chris French</p> <p>(f) Pool / Breezeway Gates – Michael Brindley</p> <p>(g) By-Laws & Compliance – Chris French</p> <p>(h) Communications – Mark Rodgers</p> <p>Note that the following questions were raised:</p> <p>Item b) Will access fob audit be completed by late February? A=Yes.</p> <p>Item d) Are there plans for any additional CCTV cameras (especially over lawn area)? A= Yes will be investigated along with other areas.</p> <p>Item e) Breezeway planting; will both sides be matched? A= This will be put to owners at the next AGM since there are diverging opinions on the appropriate treatment</p> <p>Note: the Sub-Committee report is available to view on the Mondrian secured section of the StrataPlus website.</p>
COMPLIANCE		
MOTION 17	BY-LAW BREACHES	<p>That the Executive Committee reviews the current list of by-law breaches and determines actions to be taken.</p>

		<ul style="list-style-type: none"> • Lot 69 unapproved storage shed, Strata Plus to send breach letter to owner. • L38, L36, L30, L22, L106, L57, L62 and L63 to be sent breach letters by Strata Plus if still leaving laundry on balconies as at 19/02/14.
MOTION 18	NOTICE TO COMPLY	<p>Resolve on action to be taken in respect of the following Notices to Comply issued in December 2013.</p> <p>Note: Notices were not issued until late January.</p> <ul style="list-style-type: none"> • Lot 48 (Apt 304) for unapproved diamond design grill • Lot 54 (Apt 310) for unapproved diamond design grill • Lot 55 (Apt 311) for unapproved diamond design grill <p>Note: Lots 48,54 and 55 are to be followed up by managing agent. Executive committee will determine further action depending on responses within the next 30 days.</p> <ul style="list-style-type: none"> • Lot 98 (Apt 354) for unapproved dog (too large and complaints about behaviour) <p>Note: Building manager to further investigate whether dog still in residence.</p> <ul style="list-style-type: none"> • Lot 25 (Apt 208) for unapproved installation of mirrorball – Note: Mirrorball now removed. No further action required as long as it is not reinstalled
MOTION 19	BY LAW NON COMPLIANCE	RESOLVED that the Strata Manager writes to the owner of Lot 30 (Apt 213) to remove non-compliant fly screens installed on exterior of balcony.
MOTION 20	AIR CONDITIONER SCREENING	<p>That the Executive Committee determines action to be taken in relation to uncovered air conditioner condensers, having regard to the Enercon Report of 1.10.10, which noted that the risk of fire from overheating was minimal, and the 2014 decision by City of Sydney Council to delete reference to air conditioner covers from the Mondrian Fire Order.</p> <p>Note: Building Manger to report to Strata Plus which units currently have no A/C screening. Strata Plus to notify those in breach as to conditions of the current screening By-Law and the merits thereof.</p>
MOTION 21	UPDATED RULES	RESOLVED that the Executive Committee accept the attached Mondrian Rules, updated to align with November 2013 By-Law updates.
NEXT MEETING		
MOTION 22	NEXT MEETING	The next meeting will be held on the 15 th April 2014 at 6:15pm in the office of Strata Plus level 2, 80 Cooper Street, Surry Hills

Note: The Executive Committee were presented with a Council plan for the current upgrade works to Short Street pocket park, these are attached to the minutes.