

Strata Schemes Management Act 1996 (NSW)

MINUTES OF AN EXECUTIVE COMMITTEE MEETING

The Owners – Strata Plan No. 69259

Mondrian

2-4 Powell Street, Waterloo

DATE, PLACE AND TIME

The meeting will be held on Thursday, 31 October 2013

In the office of Strata Plus Pty Limited

Level 2, 80 Cooper Street, Surry Hills

The meeting will commence at 6.15 pm

PRESENT:

M Hartwich	Lot 1
M Rodgers	Lot 17
I Hulme	Lot 21
B Aitken	Lot 32
K Hannan	Lot 75
L Rigon	Lot 112
J Hutchinson	Lot 123
C French	Lot 133
M Brindley	Lot 133

IN ATTENDANCE:

J Killorn	K&S Building Management
D Ferguson	Strata Plus Pty Ltd

CHAIRPERSON: John Hutchinson

MINUTES

STATUTORY MATTERS		
MOTION 1	MINUTES	RESOLVED that the amended minutes of the last Executive Committee meeting held on 18 September 2013 be confirmed as a true and accurate account of that meeting. Amendment is in relation to Motion 8, Add: "There was discussion around the enforcement of the by-law for hardwood floors" It was noted that the strata managers opinion offered was around the practical application of such a by-law. It was NOTED that no noise complaints had been received relating to flooring in the last twelve months."
FINANCIAL MATTERS		
MOTION 2	FINANCIAL STATEMENTS	That the financial statements as presented by Strata Plus Pty Limited for the period ending 30 September 2013 be adopted. MOTION DEFERRED It was noted that errors in the audited financial statements to 30 June 2013 remained uncorrected and that there were further recording errors in the financial statements for the 3 months to 30 September 2013.

APPLICATIONS		
MOTION 3	PENDING APPLICATIONS	RESOLVED that the Executive Committee make the following approvals. Lot 227 – Car Park Storage. APPROVED pending adjustment of the Car Park Storage rules to allow units to allow a 150mm clearance from the car park floor.
MOTION 4	CAR PARK STORAGE APPLICATION – LOT 42	RESOLVED that the application received from the owner of Lot 42 requesting permission to install a car park storage unit within his car space was considered and approved having regard the prospective amendments for the by-laws and rules.
MOTION 5	PET APPLICATION – LOT 44	RESOLVED that the application received from the owner of Lot 44 requesting permission to keep a small pet was considered and APPROVED.
MOTION 6	PET APPLICATION – LOT 91	RESOLVED that the application received from the owner of Lot 91 requesting permission to keep a small pet was considered and approved subject to the owner/occupant completing a pet application form.
MANAGEMENT & MAINTENANCE		
MOTION 7	BUILDING MANAGER'S REPORT	RESOLVED that the Executive Committee received the Building Manager's report (with amendments as advised by the Building Management Sub-Committee) and any actions to be taken be determined. <ul style="list-style-type: none">• Approved Pets Register The Strata Managing Agent was requested to compile a pet register for all applications that have been approved. NOTE: This is a chargeable task.• AFSS Close out of AFSS requirements due by 6 November 2013 is required.
MOTION 8	BUILDING MANAGEMENT	RESOLVED that the Executive Committee considered the adoption of guidance provided by the Strata Community Australia (NSW): <i>'Who's Responsible Guide'</i> (attached) and amendments. The Owners Corporation will assume the responsibility for repairs and maintenance of wall lights on balconies (not globes); and the original door bells be the Owners Corporations responsibility.
MOTION 9	INSTRUCTIONS TO BUILDING MANAGER & STRATA MANAGING AGENT	No additional instructions relating to the maintenance or management of the common property were issued to the Building Manager and / or Strata Managing Agent.
SUB-COMMITTEE REPORTS		
MOTION 10	SUB-COMMITTEE REPORTS	RESOLVED that the Executive Committee received updates on the status and progress of the following sub-committees: <ul style="list-style-type: none">• Building Management – B Aitken• Defects & Fire Compliance – J Hutchinson• Energy Action Plan & Security Phase 3 – J Hutchinson / M Rodgers• Garden / Landscaping – C French The recommendation of the garden sub-committee to remove the bamboo on the eastern side of the breezeway under Building 3 (and replace with muraya/liriope) was discussed and agreed upon by the majority of the Executive Committee.• Pool / Breezeway Gates – M Brindley

		<ul style="list-style-type: none"> • By-Laws & Compliance – C French • Communications – M Rodgers <p>NOTE: The sub-committee reports are available to owners through the client log in area of the Strata Plus website.</p>
MOTION 11	TENDER SUB-COMMITTEE	<p>(a) RESOLVED that the tender sub-committee tabled its recommendations in respect of tenders received for both cleaning and building management services</p> <p>(b) RESOLVED that the Executive Committee was unanimous in determining the need for a full time Building Manager throughout the period of defects rectification and beyond.</p> <p>(c) RESOLVED that the Executive Committee determined that ABMS Pty Ltd is the choice of contractor to provide building management services and make recommendations thereon and that an extraordinary general meeting be called for the purpose of appointment. Proposed: M Hartwich, Seconded: L Rigon Unanimous Vote</p> <p>Further RESOLVED that the Executive Committee determined that TH BMS is the choice of contractor(s) provide cleaning services and that they be appointed as cleaners to be effective as soon as practicable. Proposed: M Hartwich, Seconded: L Rigon Unanimous Vote</p> <p>(d) RESOLVED that the Executive Committee confirmed that services being provided by K&S Building Management Services Pty Ltd under the current scope of duties cease on 30 November 2013</p> <p>(e) RESOLVED that effective 1 December 2013 cleaning and building management services be provided by the successful tenderer(s) under a new scope of duties.</p>
MOTION 12	DEFECTS & FIRE COMPLIANCE SUB-COMMITTEE	RESOLVED that the Executive Committee agreed enter into a contract with Biltbeta Constructions Pty Ltd (ACN 050057924) with respect to the remediation works to the building pursuant to the Home Owners Warranty claim lodged with Allianz Australia Insurance Ltd which was settled on 12 August 2013.
MOTION 13	GARDEN / LANDSCAPING SUB-COMMITTEE	RESOLVED that details of options for landscaping work necessary to replace the cotton trees adjacent the pool and the rubber trees on the western boundary be publicised to owners with a view to a Motion at the forthcoming EGM for approval of a suitable option.
BY-LAW MATTERS		
MOTION 14	EXISTING LIST OF BY-LAW BREACHES	RESOLVED that the Executive Committee reviewed the existing list of by-law breaches and any actions to be taken be determined.
MOTION 15	BY-LAW NON-COMPLIANCE	<p>That any matters of non-compliance with the by-laws be raised and instructions issued accordingly.</p> <ul style="list-style-type: none"> • Unit 354 – No Permission For Pet • Unit 336 - Matter Resolved • Unit 208 – Damage to Common Property <p>General Notice: The Building Manager was instructed to issue a general notice about washing on balconies.</p>

MOTION 16	PROPOSED AMENDMENTS TO REGISTERED BY-LAWS	<p>RESOLVED that the Executive Committee considered the following amendments to the existing by-laws to put to the owners at the next general meeting:</p> <ul style="list-style-type: none"> • Amendment to By-Law 2 • Amendment to By-Law 5 • Amendment to By-Law 6 • Amendment to By-Law 7 • Amendment to By-Law 8 • Amendment to By-Law 9 • Amendment to By-Law 15 • Amendment to By-Law 16 • Amendment to By-Law 18 • New By-Law 27 (relating to installation of grilles and screens) • New By-Law 28 (relating to car park storage units) <p>It was NOTED that the proposed amendments have been sent to the lawyers to draft the by-laws. The Flooring by-law amendments were not finalised for this meeting and will be excluded.</p>
MOTION 17	MONDRIAN RULES	<p>RESOLVED that the Executive Committee adopted the following changes to the rules until the by-laws are put to owners at the next general meeting:</p> <ul style="list-style-type: none"> • Rules for installation of grilles ad screens • Rules for installation of car park storage units • Rules for non-carpet flooring
MOTION 18	BIKE STORAGE	<p>RESOLVED that the Executive Committee discussed with consideration for adoption, the removal of bikes from the breezeway and steps to reviewing the storage of bikes in the car park.</p> <p>The Building Manager is to implement a management plan for bikes in breezeway.</p>
STRATA MANAGEMENT		
MOTION 19	STRATA MANAGEMENT	<p>RESOLVED that the Strata Managing Agent updates the Executive Committee of the status of the incorrectly calculated strata fees and forthcoming communications to owners.</p>
OTHER BUSINESS		
MOTION 20	EXTRAORDINARY GENERAL MEETING	<p>RESOLVED that an Extraordinary General Meeting of owners be convened for Tuesday, 19 November 2013 and that motions are provided to the Secretary by close of business Friday, 1 November 2013.</p>
MOTION 21	AMENDMENT TO ACT UPDATE	<p>RESOLVED that the Strata Managing Agent provided an update to the Executive Committee on the Strata Schemes Management Amendment (Child Window Safety Devices) Bill 2013 [NSW] and what it entails and any other changes to the <i>Strata Schemes Management Act 1996</i> that may affect SP 69259.</p> <p>It was NOTED that action around window safety devices will be required by 31 March 2018 and that there is an obligation upon the Owners Corporation to have these fitted on relevant windows where the owner has not already done so. Details will be provided by regulations.</p>
NEXT MEETING		
MOTION 22	NEXT MEETING	<p>RESOLVED that the next Executive Committee meeting be held at 6.15 pm on Wednesday, 18 December 2013 in the office of Strata Plus Pty Ltd, Level 2, 80 Cooper Street, Surry Hills.</p>