

Strata Schemes Management Act 1996 (NSW)

MINUTES OF AN EXECUTIVE COMMITTEE MEETING

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

DATE, PLACE AND TIME

The meeting was held on Thursday, 18 December 2014
 In the offices of Strata Plus
 Level 2, 80 Cooper Street, Surry Hills
 The meeting commenced at 6:16pm

- PRESENT:** M Rodgers Lot 17
 K Hannan Lot 75
 J Hutchinson Lot 123
 M Brindley Lot 133
 C French Lot 133
- IN ATTENDANCE:** B Aitken Lot 32
 M Collins ABMS Pty Ltd
 G Beresford Strata Plus Pty Ltd
- APOLOGIES:** Luke Meads ABMS Pty Ltd
- CHAIRPERSON:** J Hutchinson

MINUTES

STATUTORY MATTERS		
MOTION 1	ACTING MEMBERS	That pursuant to clause 3(1) of Schedule 3 to 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 this and/or any future meetings of the executive committee. Not applicable as all members present
MOTION 2	MINUTES	RESOLVED that the minutes of the previous executive committee meeting held 30 September 2014 be confirmed as a true record of the proceedings at that meeting.

FINANCIAL MATTERS		
MOTION 3	FINANCIAL STATEMENTS	RESOLVED that the financial statements as presented by Strata Plus Pty Ltd for the period ending 30 November 2014 be accepted.
MOTION 4	PROMPT PAYMENTS	RESOLVED that the executive committee discuss ways in which Strata Plus can process outgoing payments in a more timely manner, with particular reference to the need to process payments on time in the first week of January 2015 in order for Mondrian to obtain supplier discounts. Note: All current payments will be processed prior to the Strata Plus Christmas Closure.
BUILDING DEFECTS and FIRE ORDER		
MOTION 5	BALCONY MEMBRANES	That the executive committee approve the engagement of the successful tenderer for the contract to replace the additional balcony membranes. MOTION DEFERRED Three tenders have been received, Everest, Buildsense and Biltbeta. Everest were the cheapest, Biltbeta were the most expensive. Clarification on aspects of the specification to be sought from Paul Evans such as the inclusion of grading screed and rates for labour and variations.
MOTION 6	FIRE ORDER ITEMS	RESOLVED that the executive committee accept the quotation from AE&D Consulting (Engineers) for the preparation of fire engineered alternate solutions designed to achieve deemed compliance in the most cost effective manner for the remaining items in the City of Sydney Fire Order.
BUILDING MANAGEMENT & MAINTENANCE		
MOTION 7	BUILDING MANAGER'S REPORT	RESOLVED that the executive committee receive the Building Managers Report and issue the following instructions; + Future reports are to include by-law breach case stages + The Building Manager is to arrange for inspection and report on roof top exhaust fans to be carried out + Register of roof defects and required maintenance to be established.
MOTION 8	FIRE INSPECTIONS – FAILURE TO PROVIDE ACCESS	RESOLVED that action in respect of owners who have failed to provide access to their apartments at the annual fire inspection and in particular those owners who have failed to provide access for more than one year in succession. The referred Lot numbers are: 2 years in succession: 1 & 131 2014 year: 14, 17, 27, 40, 64, 84, 88 & 134 The following actions were determined; + Reinspection to be organised and cost of inspection to be split between the relevant units. + The building manager is to arrange a suitable date with AFT. + The strata managing agent is to draft and issue access letter reiterating cost of this and future individual costs if appointment missed. + Each owner will be required to confirm inspection date and time with AFT

MOTION 9	LIFT MAINTENANCE	RESOLVED that the executive committee renegotiate the lift maintenance contract with Kone with a view to achieving an annual saving of \$5,000.
MOTION 10	HOT WATER PIPE FAILURES	RESOLVED that the executive committee accept the fee proposal of AJ Whipps Consulting (Engineers) dated 13 November 2014 for the investigation of the causes of failure in the polybutylene hot water piping, provide an assessment of residual life and preparation for a scope for rectification.
MOTION 11	SENSOR LIGHT	That the executive committee agree to install a sensor light at the fence line on the eastern boundary adjacent the park between <p style="text-align: right;">MOTION DEFEATED</p> This item was discussed along with other security issues, but it was noted that the works would require approval by the owners at a General Meeting
SUB-COMMITTEE UPDATES		
MOTION 12	SUB-COMMITTEE UPDATES	RESOLVED that updates on the status and progress of the following sub-committees was tabled and adopted <ul style="list-style-type: none"> • Building Management • Defects & Fire Compliance • Energy & Security • Garden, Pool and Landscaping • By-Laws & Compliance • Communications Report will be available on the Mondrian website following distribution of minutes.
BY-LAW COMPLIANCE		
MOTION 13	BY-LAW COMPLIANCE	As there were no new matters of non-compliance the motion was withdrawn
MOTION 14	APPLICATION FOR MEDIATION LOT 93	RESOLVED that the owners corporation of strata plan 69259: <ol style="list-style-type: none"> a) authorise and instruct the strata managing agent to apply for mediation between the Owners Corporation and the occupier of Lot 93, being L Porter, in relation to the ongoing breach of by-laws relating to an unscreened air conditioning unit. b) authorise and instruct the managing agent to sign and affix the common seal to the document. c) authorise and instruct the strata managing agent to prepare the application for mediation on their behalf. d) appoint a representative to attend the mediation on their behalf.

<p>MOTION 15</p>	<p>APPLICATION FOR MEDIATION LOT 71</p>	<p>RESOLVED that the owners corporation of strata plan 69259:</p> <ul style="list-style-type: none"> a) authorise and instruct the strata managing agent to apply for mediation between the Owners Corporation and the occupier of Lot 71, being L Porter and Rebecca Briand, in relation to the ongoing breach of by-laws relating to an unscreened air conditioning unit. b) authorise and instruct the managing agent to sign and affix the common seal to the document. c) authorise and instruct the strata managing agent to prepare the application for mediation on their behalf. d) appoint a representative to attend the mediation on their behalf.
<p>MOTION 16</p>	<p>NOTICE TO COMPLY LOT 98</p>	<p>RESOLVED that the owners corporation of strata plan 69259:</p> <ul style="list-style-type: none"> a) authorise and instruct the strata managing agent to issue a notice to comply with by-law no 15 to occupier of lot 98, being Alex Barnett in relation to their ongoing breach of the keeping of animals. b) authorise and instruct the managing agent to sign and affix the common seal to the notice to comply document.
<p>MOTION 17</p>	<p>APPLICATION TO NCAT FOR AN ORDER</p>	<ul style="list-style-type: none"> a) RESOLVED that the executive committee receive an update on the current non-compliant window screens of Lot 48 and 54 and any applications received for rectification. <p><i>An application has been received from Lot 54 but approval is subject to the applicant providing additional information, which has been requested. No works have been completed to date. An application for order to be lodged if compliant installation has not been completed by 1 March 2015</i></p> <p><i>No application has been received from Lot 48. An application for an Order to be lodged</i></p> <p>Therefore the Executive Committee RESOLVED to;</p> <ul style="list-style-type: none"> b) Authorise and instruct the strata managing agent to make an application for an Order from an NCAT Adjudicator against either or both of the owners of Lots 48, Dieter Krause and Lot 54 Sarah McAneney in relation to their ongoing breach of non-compliant screens. c) Authorise and instruct the managing agent to sign and affix the common seal to the application as necessary.

MOTION 18	REVIEW OF EXISTING BY-LAWS	<p>RESOLVED that the Executive Committee take action to determine next steps to establishing standards and compliance requirements in the following identified areas:</p> <ul style="list-style-type: none"> • Balconies: review existing By-Law and confirm/propose amendments for standards for balcony presentation; items that can/cannot be kept on a balcony and/or drilled into common walls. • Window treatments: review existing By-Law and confirm/propose amendments for the suitability of frosting on external doors and/or windows. • Pet Doors: determine requirements to propose amendments to existing or establish a new By-Law. <p>By-law and compliance sub-committee to start process of establishing standards for use in future by-law amendments. Window safety standards are to be included in the amendments project.</p>
APPLICATIONS AND APPROVALS		
MOTION 19	HARD FLOOR APPLICATION LOT 42	RESOLVED that the executive committee confirm the approval of the application received from the owner of Lot 42 regarding installation of hard flooring within the unit.
MOTION 20	SECURITY SCREEN APPLICATION LOT 55	RESOLVED that the executive committee confirm the approval of the application received from the owner of Lot 55 regarding installation of compliant security screens within the unit.
MOTION 21	STORAGE IN CAR SPACE APPLICATION LOT 69	RESOLVED that the executive committee confirm the approval of the application received from the owner of Lot 69 regarding installation of compliant storage unit within their car space.
MOTION 22	A/C SYSTEM ON BALCONY LOT 69	RESOLVED that the executive committee consider and approve the application received from the owner of Lot 69 regarding installation of an air conditioning system on the balcony of the Lot.
NEXT MEETING		
MOTION	NEXT MEETING	RESOLVED that the next executive committee meeting be held at 6:15pm on Thursday, 12 March 2015 noting that there may be a Clause 10 "paper" meeting to consider the balcony membrane tenders prior.
CLOSURE		There being no further business the chairperson declared the meeting closed at 8:25pm.