

*Strata Schemes Management Act 1996 (NSW)*

**MINUTES OF AN EXECUTIVE COMMITTEE MEETING**

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

**DATE, PLACE AND TIME**

The meeting was held on Thursday, 12 March 2015  
 in the offices of Strata Plus  
 Level 2, 80 Cooper Street, Surry Hills.

The meeting commenced at 6:15pm

**PRESENT:** M Rodgers Lot 17  
 K Hannan Lot 75  
 J Hutchinson Lot 123  
 C French Lot 133

**PRESENT BY ACTING MEMBER:** J Hutchinson acting for M Brindley (Lot 133)

**IN ATTENDANCE:** M Collins & L Meads ABMS Pty Ltd  
 T Haughee Lot 114  
 G Suttor Lot 115  
 L Rigon  
 G Beresford Strata Plus Pty Ltd

**CHAIRPERSON:** J Hutchinson

**MINUTES**

| STATUTORY MATTERS |                               |   |
|-------------------|-------------------------------|---|
| <b>MOTION 1</b>   | <b>MINUTES</b>                | RESOLVED that the minutes of the previous executive committee meeting held 18 December 2014 be confirmed as a true record of the proceedings at that meeting.   |
| FINANCIAL MATTERS |                               |   |
| <b>MOTION 2</b>   | <b>FINANCIAL STATEMENTS</b>   | RESOLVED that the financial statements as presented by Strata Plus Pty Ltd for the period ending 28 February 2015 be accepted.  |
| <b>MOTION 3</b>   | <b>CASH FLOW REQUIREMENTS</b> | RESOLVED that the Executive Committee discuss Mondrian cash flow requirements to complete defects work and investigate sources (special levies or borrowing) for recommendation to EGM<br><br>Note: Options for financing works such as strata loans or special levies are being fully investigated. As soon as a costing is available for the rectification of fire defects, then all options will be put to owners at an Extraordinary General Meeting. |

| <b>BUILDING MANAGEMENT &amp; MAINTENANCE</b> |                                 |  |
|--|---------------------------------|--|
| <b>MOTION 4</b>                              | <b>BALCONY MEMBRANES</b>        | RESOLVED that the executive committee approve the engagement of the successful tenderer for the contract to replace the additional balcony membranes.<br><br>Note: Everest Contracting Pty Ltd have been engaged   |
| <b>MOTION 5</b>                              | <b>BUILDING MANAGERS REPORT</b> | RESOLVED that the executive committee receive the Building Managers Report and the following instructions provided.<br><br>In addition to the regular Building Manager's Report a maintenance programme report was also submitted to document progress with scheduled work proposed and in hand. It was agreed that future reports would be incorporated within MyBos and that the Executive Committee would then review the effectiveness of this format.   |
| <b>MOTION 6</b>                              | <b>DAMAGE OF PAINTWORK</b>      | RESOLVED that the executive committee consider and determine what action is to be taken in relation to paintwork damaged by cleaners.<br><br>Note: the cleaners have been approached. The building manager is to obtain quotes for the repainting. The cleaners are to lodge a claim with their insurers   |
| <b>MOTION 7</b>                              | <b>SECURITY ACCESS REVIEW</b>   | RESOLVED that the executive committee instruct the building manager to undertake a full audit of security fobs and to ensure that each is programmed to only have access to the authorised areas.<br><br>Note: Audit to be completed in April as usual   |
| <b>SUBCOMMITTEE UPDATES</b>                  |                                 |  |
| <b>MOTION 8</b>                              | <b>SUB COMMITTEE UPDATES</b>    | RESOLVED that updates on the status and progress of the following sub-committees were tabled and adopted <ul style="list-style-type: none"> <li>+ Building Management</li> <li>+ Defects &amp; Fire Compliance</li> <li>+ Energy &amp; Security</li> <li>+ Garden, Pool and Landscaping</li> <li>+ By-laws &amp; Compliance</li> <li>+ Communications</li> </ul> <p>Note: the Sub-Committee report is available to be viewed on the Mondrian website <a href="http://www.mondrainwaterloo.com.au">www.mondrainwaterloo.com.au</a>. Go to Owners \SubCommittee Reports. Owners without a login should contact the Strata Manager.</p> |
| <b>BY-LAW COMPLIANCE</b>                     |                                 |  |
| <b>MOTION 9</b>                              | <b>BY-LAW NON-COMPLIANCE</b>    | RESOLVED that matters of non-compliance with the by-laws were considered and the building manager was instructed to report back to the executive committee with a list of units with timber blinds installed   |

|                                   |                                      |   |
|-----------------------------------|--------------------------------------|---|
| <b>MOTION 10</b>                  | <b>REVIEW OF EXISTING BY-LAWS</b>    | <p>RESOLVED that the Executive Committee receive an update from the compliance sub-committee on the following identified areas:</p> <ul style="list-style-type: none"> <li>+ 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.</li> <li>+ Window treatments: review existing By-Law and confirm/propose amendments for the suitability of frosting on external doors and/or windows.</li> <li>+ Pet Doors: determine requirements to propose amendments to existing or establish a new By-Law.</li> </ul> <p>Note: Review in progress including legislated changes for window safety locks.</p> |
| <b>APPLICATIONS AND APPROVALS</b> |                                      |   |
| <b>MOTION 11</b>                  | <b>LOT 96 SCREENS</b>                | RESOLVED that the executive committee approve the application from Lot 96 (Apt 352) for the installation of fly screens.  |
| <b>MOTION 12</b>                  | <b>LOT 54 SCREENS</b>                | RESOLVED that the executive committee confirm approval of the application from Lot 54 (Apt 310) for the installation of a security screen.  |
| <b>OTHER MATTERS</b>              |                                      |   |
| <b>MOTION 13</b>                  | <b>EXTRAORDINARY GENERAL MEETING</b> | <p>RESOLVED that the Managing Agent be instructed to convene an Extraordinary General Meeting for consideration of the following matters;</p> <ul style="list-style-type: none"> <li>+ Approach to be taken to resolve cash flow requirements for completion of remedial building works.</li> <li>+ Changes to by-laws including, but not limited to hard flooring amendments, abandoned goods, window safety devices and items referred to in Motion 8.</li> <li>+ Any other matters requiring consideration by all owners.</li> </ul> <p>Note: Meeting anticipated to be held in Mid to Late May. Exact date to be confirmed.</p>   |
| <b>NEXT MEETING</b>               |                                      |   |
| <b>MOTION</b>                     | <b>NEXT MEETING</b>                  | The details of the next executive committee meeting are to be determined at a later date.   |
| <b>CLOSURE</b>                    |                                      | There being no further business the chairperson declared the meeting closed at 7:30pm.  |