

**The Mews Council of Owners  
147 Charles West Perth**

Meeting Minutes  
12 January 2010

**Opening:**

The regular meeting of "The Mews Strata Council" (sp 5629) was called to order at 18:00 on January 12<sup>th</sup> 2010 at the Heritage Room, Beatty Park Leisure Centre.

**1. Record of Attendance:**

- Saxon – Chairman
- Roger – Treasurer
- Andrea – Secretary
- Brad
- Jeanette (Strata Manager)
- Kim (late)

**2. Apologies for Absence:**

- none

**3. Quorum**

Quorum was reached with all members of council present.

**4. Appointment of Chairman**

Saxon nominated as chairman and was accepted.

**5. Appointment of office bearers**

The following office bearers were nominated and accepted

- Secretary: Andrea
- Treasurer: Roger

**6. Business Arising from Minutes**

The minutes of the previous meeting were unanimously approved as distributed.

Electrical Lighting Repairs:

- Lighting detectors to replace timers to avoid incorrect lighting activation times.
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- Two lights poles at the front of the property to be installed where old ones have deteriorated and fallen over. (AMS to perform this work)
- All lights at the front of the property (5 in total) will have the pole top section replaced with sphere lighting as recommended by the electrical contractors. Lights removed will be used to fix broken lighting at the rear of the property.

Garden Maintenance:

- Reticulation repairs continuing, and new reticulation is being installed in areas that are receiving too little water.

**7. Correspondence**

The following is a summary of correspondence since the last meeting:

- U14 – EMS have instructed the property manager to have the makeshift screen removed
  - 3/2/2010 – Jeanette informed via email this has NOT been done.

- U13 – Digital TV Reception: have informed the owner via email we are looking into upgrading the digital reception in the building. We have provided the owner with approx costs and advised a special levy may need to be raised.

## **8. Financial Report**

Reports accepted as presented in the last AGM – it was noted that given the strata manager has changed and previous reports were inaccurate there were some discrepancies. It was agreed that these discrepancies were acceptable and required no further investigation.

- a) Outstanding Levies to be followed up. Jeanette presented the following system and council approved.
  - 30 days overdue – reminder notice sent out
  - 60 days overdue - \$12 admin fee added
  - 90 days overdue – collection process initiated
- b) U39 – Outstanding amount of 135 (approx) to be followed up. Owner advises that they agree Levies were paid late, however they do not agree they should pay a late fee.

## **9. Special Business**

The following special business items were discussed

- a) \$500 approval limit set: approval given to costs up to \$500 based on a 7 day notice period to council before work starts.
- b) Pool Compliance: Currently working with the pool contractor to bring pool into compliance
  - Pool signage – requires updating (addition “No Lifeguard on Duty”)
  - Pool depth markers – required (corners and middle of long side)
- c) Garden Maintenance: Quotes will be obtained for work on the following areas for later consideration:
  - Strip adjacent to U18 to be replanted.
  - S/E Front section of property to be planted.
  - Strip near visitors car park and bin areas to be replanted and reticulation installed.
  - Small trees to be replanted to replace trees removed last year (as agreed by the last council)

Kim requested that palms be installed in the pool area.

  - Council will consider installation of appropriate plants when the fence has been repaired.

- d) Digital Television Reception Upgrade  
To be discussed at the next meeting once quotes have been received and compared. Majority of council agreed that this work needs to be completed.

- Jeanette (Strata Manager) pointed out that a special levy could be used for this work if there are insufficient funds in the reserve account.

Current quotes are as follows:

- CableIQ - \$26,500 (aerial to outlet) / \$5500 (aerial to unit side of distribution equipment)
- Antenna Masters – TBA

- e) Plumbing Duct doors  
30 doors still require painting and vents to be repaired/replaced so that all doors are in working order and match.
  - Council Vote: work to be postponed for later consideration.

f) Parking Areas

- Signage required in visitor parking areas to indicate the following rules. Saxon to obtain quotes.
  - The Mews visitor parking only
  - maximum parking time of 24h
  - 1 vehicle per residence maximum
  - Parking in marked bays only
  - Offending vehicles ticketed/towed at owners expense
  - “No Standing” to be sprayed in visitor parking areas where vehicles are
  - parking outside marked bays. Council Voted: proceed.
- Driveway mirror to be installed on front entrance driveway (at bend) to avoid collisions and further damage to fencing and lighting as a result of reversing vehicles. Saxon to obtain quotes.
- Property Owner / Manager contacts to be verified and updated. Jeanette to action.

**10. General Business**

- a) Several Tenants in the front building have advised there was a bed bug issue within the last few months that appears to have been addresses.
  - Update (5/2) – MRP have advised there is little that can be done to prevent bed bugs except common sense. Early treatment is very important.
  - NOTE: Any pest issues must be reported to the strata council/manager asap so appropriate action can be taken.
- b) Flooring: council discussed flooring covers and reiterated that any changes to floor coverings must be approved by the council prior to work commencing. Council would like to remind all owners that they may be liable for the removal and replacement of floor coverings if found inappropriate.

**Adjournment:**

Meeting was adjourned at 20:00. The next general meetings will be held at the same time and location on the following dates:

- 6:00pm Monday April 5th
- 6:00pm Monday July 5th
- 6:00pm Monday October 4th.