

## Minutes of council of owners meeting

<b>Meeting date and time:</b>	13 July 2009 at 6:00 PM
<b>For:</b>	The Mews SP 5629
<b>Venue:</b>	Unit 48, 147-159 Charles Street, West Perth
<b>Present and voting:</b>	Mr S Mailey - Unit 1 Mr A Smith - Unit 9 Mr S Tanascev – Unit 13 Mr R Holland – Unit 17 Mr P Smith – Unit 23 Mr S Sanders – Unit 48
<b>Present and not voting:</b>	Mr L Cole - TEYS (Como)
<b>Apologies:</b>	Nil
<b>Quorum:</b>	A quorum was present
<b>Chairperson:</b>	Mr S Mailey opened and chaired the meeting

No.	Item	Action	By
<b>5</b>	<b>Previous minutes</b>		
<b>5.1</b>	<p>It was <b>resolved</b> that the draft minutes of the council meeting held on 19 March 2009 be adopted as a true and correct record of proceedings.</p> <p>Carried unanimously.</p>		
<b>6</b>	<b>Business arising from previous minutes</b>		
<b>6.1</b>	<p><b>Completed Items</b></p> <p>6.1.1 Gate Fault (Charles Street) - A faulty motor on this gate has been replaced. The gate appears to be working without fault since this change.</p> <p>6.1.2 Painting of railings in common areas A contractor completed the painting of all railings and light poles in the common areas mid June.</p> <p>6.1.3 Pool Repairs - A new salt water chlorination system has been installed. This system replaces the very old chlorinator that failed last year.</p> <p>6.1.4 Roofing Repairs - Several sections of worn out and damaged guttering and downpipe have been replaced. A section of damaged roof was identified when the roofing contractor was performing repairs. The contractor has returned and repaired this section of roof. An insurance claim will be made for this work.</p> <p>6.1.5 Removal of Satellite dish U36 - The dish on the side wall of U36 at the front of the building has finally been removed by the tenant after many communications with the owner.</p> <p>6.1.6 Removal of unsuitable trees - Professional Tree Surgeons attended site on 26th June and remove the three unsuitable trees. They also removed any remaining tree stumps from the main grass areas.</p> <p><b>In Progress</b></p>		

No.	Item	Action	By
6.2	<p>6.2.1 Planting of 4 new trees - As agreed at the last meeting 4 small trees will be planted to replace the ones that were cut down in June. Quotes are currently being sourced for this work, more information will be presented when available.</p> <p>6.2.2 External Lighting Repairs - Repairs to several of the external lighting poles is required. Contractor selection has been finalised and we expect a contractor to attend site over the next couple of weeks to perform this work.</p> <p>6.2.3 Insurance Valuation - This is still happening, more information will be available at the meeting.</p>		
7	<b>Correspondence</b>		
7.1	U49 – Leaking hot water system Letter sent to owner (09/03/2009) Water system replaced (07/06/2009)		
7.2	U35 - Unlicensed vehicle in visitor parking area (Green Hyundai Excel) Letter sent to owner (05/2009) Car taken away (15/06/2009)		
8	<b>Financial report</b>		
8.1	Balance of Trust Account at 13 July 2009 Half Year Report - 01/01/2009 – 30/06/2009 (see attached): Income Expenditure It was <b>resolved</b> to adopt the half year financial report for the period 01/01/2009 – 30/06/2009. Carried unanimously	\$10,533.57  \$34,140.33 \$30,666.26	
8.2	Treasurer's report It was <b>resolved</b> that the treasurer's verbal report be received confirming good cash flow, with interest on investments currently higher than inflation. Carried unanimously		

No.	Item	Action	By
9	<b>Special business</b>		
	<p>9.1 Gas Flues (Hot Water Systems) - It was <b>resolved</b> that the meeting receive a verbal report from Mr R Holland advising that the flues to 11 units have been identified as requiring rectification.</p> <p>Carried unanimously</p> <p>9.2 Digital television reception – It was <b>resolved</b> that council obtain quotations for the replacement of aerials and amplifiers. Contractors are to quote both on a phased programme of works and to undertake the works in one phase.</p> <p>Carried unanimously</p> <p>9.3 Plumbing Duct Doors – It was <b>resolved</b> that a quotation from AMS Building Maintenance for \$3,410.00 (incl GST) be accepted and a work order issued.</p> <p>Carried unanimously</p> <p>9.4 Plumbing Leaks – It was <b>resolved</b> that council is to raise awareness with all owners the effect that water losses have on their levies and urge that plumbing leaks are attended to immediately.</p> <p>Carried unanimously</p> <p>9.5 Parking Signage – It was <b>resolved</b> that council obtain quotations for “No Stopping” signs in the bin area and “Short Term Visitor Parking” for the visitor parking areas.</p> <p>Carried unanimously</p> <p>9.6 Taxation – It was <b>resolved</b> that the council investigate de-registering the strata company for GST purposes.</p> <p>Carried unanimously</p> <p>9.7 Electrical Safety Legislation – It was <b>resolved</b> that council obtain quotations for the supply and installation of residual current devices on the common property power and lighting circuits.</p> <p>Carried unanimously</p> <p>9.8 Driveway Mirror – It was <b>resolved</b> that a</p>		

No.	Item	Action	By
	traffic mirror be purchased for the driveway. Carried unanimously		
<b>10</b>	<b>General business</b>		
	It was <b>resolved</b> that the Chairperson be allowed to spend up to \$500.00 on any one item of expenditure without reference to other council members. Carried unanimously		
<b>11</b>	<b>Next Meeting</b>		
	The next meeting of Council will be Tuesday 20 October 2009. Council members are to confirm whether that date is convenient.		

**The meeting concluded at 8:35 pm.**

**Confirmed as true and correct:**

**Signature:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Date:** \_\_\_\_\_