

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147-159 CHARLES STREET.
WEST PERTH. W.A. 6005

Minutes of Committee meeting held on the 17th January, 1980
Unit 47 at 7.30 p.m.

ATTENDANCE: Mr. K. West.
Mr. W. Kemp.
Mr. G. Lummis
Mr. A. Gray.
Mrs. A. Bradley.
Miss G. Bertone.
Miss R. Pearman - Home Unit Management (RJP)

Review of Annual General Meeting Minutes:

Unit 32 - Balcony enclosure:

Motion put forward by Mr. Gray, following lengthy discussion, that if one hundred percent of Owners were willing to enclose their balconies to make the appearance uniform that permission be granted but as it is known to the Committee that at least 3 persons on the front of the property are against this addition then the motion be not to grant authorisation for this enclosure. Seconded Mr. West. Carried Unanimously. ✓
*

Home Unit Management instructed to write and advise Mr. Kendall, to add further that should Mr. Kendall wish to put forward a design stating colour preference for an awning (with detail of fabric etc) then the Committee would be more than happy to look at same for approval. ✓

UNIT 12: Has a for sale sign displayed from window. Owner to be written to, advising of the by-law concerned and requested to remove said advertisement. ✓

Unit 32: To be requested to remove items from balcony which are clearly visible until the awning situation can be resolved.

UNIT DIRECTION SIGN: Mr. West volunteered to draw up same and present to the meeting. (next)

Shrub Near Unit 13 : to be pruned back to make the vision in drive-way more clearly. ✓

TRAFFIC MIRROR: Held in abeyance due to lack of funds.

SOUND PROOF BOOTH TO TELEPHONE: Cost approx \$200 - Held in abeyance.

FINANCIAL STATEMENT:

Was read and discussed. Home Unit Management to look into the costing of the Red-telephone as to whether it is a viable proposition or not detail to be presented at next meeting of Committee. ✓

Financial Statement accepted into the records by a motion put forward by Mr. Lummis. Seconded Mr. Gray. Carried unanimously.

NEWSLETTER ITEM: Children on bicycles to take care as a number of people have reported almost hitting same. Balls not to be used on site, particularly being bounced against the walls. ✓

3. All Owners/Occupants who are interested in gardening and would like to assist to advise Caretaker of the section they particularly are involved in, in order that he does not waste time going over sections which have/are being attended. ✓

4. Those persons who are not using their Carports to advise home Unit Management and possibly through the Newsletter a person can be located who would be prepared to rent same from the Owner/Occupant. ✓

The Mews - 17th January, 1980 - Page 2.

Caretaker - J. Mather - Letter of resignation read, fully discussed and duely accepted. Mr. Mather leaves on the 18/1/80.

New Caretaker:

Miss Pearman advised having interviewed a large number of applicants but could only recommend one Mr. G. Street and wife, who are currently living on site. Letter of acceptance to be forwarded to Mr. Street, setting out the duties required and advising that termination to be 28 days by either party. Moved Mr. West. Seconded Mr. Gray. Carried Unanimously. It was further decided to request Mr. Street to make himself known to Members of the Committee. ✓

Correspondence from Mr. Cooper - Unit 3:

Home Unit Management (RJP) to write Mr. Cooper advising that his comments have been noted and the Committee will be taking action on this matter but do make mention that the sign has deterred neighbouring car owners from using the Car Parking area. ✓

P.C.C.: Obtain copy of the electrical plan.

John Gilbert Correspondence: Wrong vents are referred to. ✓ Mfg to 5 ✓

GENERAL BUSINESS:

1. General appearance of grounds.
 2. Unit 32 - clean off balcony.
 3. All Owners to be requested to scrub down the area directly outside their units i.e. the cement walk-ways. ✓
- Newsletter item: Balconies, walk-ways and cobb-webs to be removed. ✓

BOATS: Leave until a complaint arises.

POOL: Newsletter item again about the Sun-tan oils etc not to be worn into the pool.

2. Sign to be affixed to the gate when strong acids have been placed in pool, requesting occupants not to use until the sign has been removed and water is clear for use once more. Caretaker to obtain a pad-lock to place on pool-gate when such chemicals are placed in pool. ✓

Newsletter: Please make sure that the gate to Swimming pool area is locked on leaving this area. ✓

SALT POOL: held in abeyance.

There being no further business the meeting closed at 9.30 p.m.

NEXT MEETING TO BE HELD ON THE 28th FEBRUARY. 1980 in Unit 54 at 7.30 p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.


CHAIRMAN.

DATED. 28/2/80

Notes
GLENWAY GARDENS APARTMENTS - FINANCIAL STATEMENT.

to the 19th December, 1979	
Balance as at the AGM	202.14
Bottle money	4.40
Levies since received	1980.40
Refund of rent on Unit 5...	61.75
Red telephone	107.40
	<hr/>
	2356.09

PAYMENTS:

Bank charges	19.06	
Rent for Unit 5 to 1/11/79	205.83	
G. Baskerville - 17 trash bags	68.00	
Home Unit Mgt - Sept, Oct & Nov.	484.40	
Telecom Aust - Red Phone	321.97	
Lawn Mow - 5 cuts to 16/11/79	250.00	
Atkins Carlyle - globes	41.58	
Plumbers (W.A) - Check roof and leak + stain to U52	42.53	
Post Print & Stationery (inc AGM)	99.11	
Bunning Bros - Lawn seed, snail killer & fittings for retic.	45.77	
Caretaker - SEC	62.50	
Multi-pak - bulk sumapine	58.28	
Swimming Pool supplies	8.65	
K. Wilkinson - annual audit	75.00	
Hugall & Hoille - spare retic parts	43.91	
Bunning Bros - Fert, stakes, broom, weed killer.	132.99	
SEC - Community lighting	264.34	
Plumbers (WA) - repair roof flashing	45.50	
North Bch Elect.- Repair pool time clock.	22.96	
	<hr/>	2292.38
Balance in C'wth Bank.		\$63.71

OUTSTANDING ACCOUNTS:

18, 22, 30, 32, 37 & 51	283.50	
Adj at AGM		
Units: 4, 16, 19, 20, 26, 29, 35, 38, 39, 40, 47, & 48	193.50	
Unit 8 total outstanding	173.50	
	<hr/>	650.50

ACCOUNTS BEING HELD FOR PAYMENT.

Caretakers Unit rent (2 months.)		498.32
Insurance premium		1463.65
Home Unit Management	Dec	152.00
Lawn Mow 30/11/79		50.00
Swimming Pool Supplies for dry acid and Blue Sparkle		90.00
Lawn Mow - Dec.		50.00
		<hr/>
		2303.97

Levies for the next quarter equal \$2497.50

THE

"MEWS"

NEWS LETTER.

JANUARY. 1980

SWIMMING POOL:

No-one will have failed to have noticed that this is far from satisfactory. The fault lies partly with those persons who swim in same, wearing SUN-TAN OILS - naturally the water will wash the oil from your bodies and the oil then builds up in the pool and despite the constant scrubbing of the tiles this situation cannot be corrected without the use of harsh Acids - --- these then make the pool un-useable for quite some time. Consequently you are asked not to swim in the pool with oil on your body.

Whilst mentioning the pool, you are further requested to make sure that the gate is securely locked when leaving this compound. Children die so quickly through adults carelessness.

Splashing: Is a definite NO. NO. For one good reason that you will end up with a large EXCESS WATER bill if this practice persists - further that complaints have been received re person/s making the use of this area most unpleasant due to the splashing etc. Your assistance on the above matters will be appreciated.

PLEASE NOTE:

Should the pool have been treated with harsh chemicals you will be advised by a notice on the entrance gate - further the Caretaker will be supplied with a interchangeable pad-lock to use on these occasions and thus prevent any person from being burnt or harmed in any way. Naturally as soon as the water has adjusted the area will be FREE for use once more and the padlock changed over again.

PARENTS:

We feel sure you did not bring you Children to the "Mews" to meet their MAKER - may we suggest that you direct them not to ride the bicycles in the parking area as we are advised that there have been a few VERY near misses. Probably bothered the motor vehicle more than the child --- whist writing in this vein we do suggest that drivers take extra care to make sure that there is not a child about to SWOOP along behind you vehicle.

BALL GAMES:

Are unfortunately out on this complex as there is neither the facilities nor the room for such games to be played - this item is unhappily again directed to MUMS and DADS. Damage, noise, and nuisance is the total of a game with a ball, which eventuates in bad feelings and disharmony. School holidays are not only difficult for Children but suffer the poor parent who has run out of ideas for them to 'do'.

CARETAKER:

We wish to advise that Mr. Jim Mather and Wife have given notice and this has been accepted -- mainly due to the fact of course that Mr. Mather had located a new place of employment. We hope that you will welcome Mr and Mrs Garry Street who have taken over from Mr. Mather. We look forward to seeing the grounds receiving a face lift, but this will take time as the weeds have taken over again.

VOLUNTEER GARDENERS:

Mr. Mather being retired gave considerable time to the Gardens but we must all realise that this is a PART-TIME position, therefore may we make the suggestion, that those persons who are interested in gardening should feel free to hop-in and give a hand with the weed-pulling, for once the grounds are up to standard we feel sure that Mr Street will have no difficulties in maintaining same - with no assistance from keen gardeners the job will be done well, but slower.

STAIR-WAYS AND WALK-WAYS:

Including Balconies:-

It has been noted that these areas could do with a good scrub - and the suggestion has been put forward that if each occupant gave that area directly outside their own unit a SWISH down with detergent (possibly Ajax in some places) that the costs involved in bringing in cleaners could be conserved. Stair-ways to be hosed and swept down by the Caretaker. Should the volunteer Occupant cleaning not have taken place by the end of January, 1980 arrange-

NEWSLETTER - THE MEWS - JANUARY 80

Cont.

ments will have to be made for this work to be carried out. We understand that in some cases there is blood and all sorts of stains which must of course attract such unfriendly bugs and insects such as flies etc. SO PLEASE EVERYONE PLEASE DONATE A SMALL AMOUNT OF YOUR TIME.

Whilst your working may we suggest that the odd cob-webb could possibly be removed at the same time - but take care.

CARPORTS:

Should there be any persons on site who is not using their carport and wish to make same available to another occupant -- please advise Home Unit Management (RJP) and they will place this advice in the next Newsheet.

and to close:

"During recent road excavations outside St. Mary's Cathedral a passing cleric heard some very foul language from workmen in a trench.

He wrote a letter of protest to the Board of Works and in due course the foreman was asked for a report.

His report said "The incident happened as follows. Smith was in the trench and Jones dropped a hammer on his head. Smith looked up and said "I say Jones, old chap, do try to be more careful, will you!"

May we take this opportunity to wish all at THE MEWS a belated wish for a Happy New Year

Quote for the day:

"A Hopeful disposition is not the sole qualification to be a prophet.

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147-159 CHARLES STREET.
WEST PERTH. W.A. 6005

Minutes of Committee meeting held on the 28th February,
1980 in Unit 54 at 7.30 p.m.

ATTENDANCE: Mr. K. West.
Mr. G. Lummis.
Mr. A. Gray.
Mr. A. Ngeow.
Miss G. Bertone.
Mrs. A. Bradley.
Miss R. J. Pearman - Home Unit Management (RJP)

Apology: Mr. W. Kemp.

FOR SALE NOTICE: Unit 12 ? - check as to whether sign
is still there.

UNIT 32: Plank on balcony.

DIRECTIONAL SIGN:

Mr. West put forward design for same. Mr.
West to Manufacture same. To be affixed to
a wall near the visitor parking area.

FINANCIAL STATEMENT:

Red Phone: Just making even with expenses.
Committee to retain same keeping a constant
watch and listing detail on financial Statement
for every committee meeting.

Minutes were then accepted into the records by a motion
put forward by Mr. Lummis. Seconded Mr. Gray. Carried
unanimously.

OUTSTANDING LEVIES:

All Owners with monies due to receive a
letter advising if payment not made within
7 days it will be necessary to place said
accounts in the hands of the Debt Collectors.

FINANCIAL STATEMENT:

Following discussion this statement was
accepted into the records by a motion put
forward by Mr. West. Seconded Mr. Lummis.
Carried Unanimously.

GENERAL BUSINESS:

Caretaker: Committee discussed the service being provide
by the current Caretaker and it was agreed
that said service was not up to standard and
taking into account the fact that a gardener
had been hired to weed the drive-way, a busy-
bee held to weed the front area, further weed
also carried out by Mr. West, that within the
6 weeks the complex should be looking considerably
neater than at present. It was further discussed
that the caretaker's duties were to weed, edge,
sweep the walk-ways, garbage and keep the pool
in good running (clean) condition.
Correspondence from the Caretaker indicating
that further monies would be necessary, and that
a Supervisor also be hired.
Following lengthy discussion, and the fact that
rent collection etc. was not part of the duties
for which the Caretaker is hired it was decided
that the Caretaker be written to in the following
manner....

Balance on hand as at 17/1/80	263.84
That the Committee, unfortunately cannot comply with the suggestions made, due to the financial situation of the Body Corporate, and should the Caretaker resign then the Committee would not stand in his way. Home Unit Management (RJP) in the meantime to interview prospective Caretakers.	1129.50
	76.90
	4.40
	1474.64

PAYMENTS

Next Newsletter: Request all occupants not to throw the excess advertising leaflets etc on the ground when removing same from letter boxes.

SHRUBS: Pruning required - hold in abeyance.

FIRE EXTINGUISHERS:

Check with the Fire Brigade as to the ruling on building over two tiers. Then approach the Developers to have same installed. If no action the Perth City Council to be contacted.

There being no further business the meeting closed at 9.25p.m. 1301.45

CERTIFIED AS A TRUE AND CORRECT RECORD. \$173.19

[Signature]
CHAIRMAN.

DATED. 1/5/80

NOTE:

When Caretaker's interviewed have been whittled down to a short list. Contact Committee Members to also interview and meet same.

LEVIES OUTSTANDING

Units: 12, 13, 14, 22, 26, 32, 37, 45, 46.	\$32.00	
Unit 8	214.00	awaiting settlement
Previous quarter		
Units: 16, 33	94.50	(hands of debt collectors)
	\$740.50	Outstanding

ACCOUNTS OUTSTANDING

Initial Gardening service 7 hrs - drive way	41.50
Repair sprinkler	5.00
Went Unit 8 - Jan 8 job	496.32
Insurance premium	1108.00
Chemicals for pool	71.46
Multi-year	16.37
	\$1732.65

FINANCIAL STATEMENT - THE MEWS.
AS AT THE 28/2/80

Balance on hand as at the 17/1/80	263.84
Levies since received.	1129.50
Red telephone	76.90
Broken Glass.	4.40
	<u>1474.64</u>

PAYMENTS:

Hall Hire (2) Annual General Meeting.	24.00
11 Trash bags.	44.00
Part Insurance premium.	363.65
New filter for pool	124.00
Lawn Mow 22/1, 11/1, and 12/2/	150.00
SEC - Common power	290.19
Bank Charges	12.76
Home Unit Management - Feb 80	152.00
Replace fuse & reset overload on retic pump	45.00
Clear blocked pipes U30 -	33.25
Symonds Seed - lawn fert.	28.80
Post printing & Stationery	33.80
	<u>1301.45</u>

Balance on hand 28/2/80 \$173.19

RED TELEPHONE:

Cost to date.	403.22
Monies received to date	<u>440.50</u>
	\$37.28

Note: Account due in March 80 - expected approx 140.00
 Phone to be emptied approx 3 times - 125.00
5.00

This would then leave and anticipated gain of \$40.00.

LEVIES OUTSTANDING:

Units: 12, 15, 18, 22, 26, 32, 37, 45, 48,	432.00
Unit 8	<u>214.00</u> *awaiting settlement

Previous quarter:

Units: 18, 32	94.50 (hands of debt collectors)
	<u>\$740.50 Outstanding</u>

ACCOUNTS OUTSTANDING:

Initial Gardening Service 7 hrs - drive way	41.50
Repair sprinkler	5.00
Rent Unit 9 - Jan & Feb	498.32 -
Insurance premium	1100.00 -
Chemicals for pool	71.46
Multi-pak	16.37
	<u>\$1732.65</u>

THE MEWS - FINANCIAL STATEMENT

As at the 28/2/80

Balance as at the 28/2/80	173.19
Red phone	61.60
Levies	1101.00
	<u>1335.79</u>

Payments:

Rent U 9 - 23/13/79 to 23/3/80	747.48
Portion of Insurance premium	200.00
Lawn Mow 26/2/ & 19/3/	100.00
Red Phone	165.25
Initial Gardeners 5/2/(7hrs)	41.50
Repair sprinkler	5.00
Multi-pak - Bulk sumapine disinfectant	32.73
SEC - for Caretaker	55.80
Swimming Pool Supplies - Chemicals	71.46
Addition trash from BBC area	27.00
Hugall & hoile - (dec a/c) repair retic	25.50
	<u>1471.72</u>

DEBIT balance \$135.93c DEBIT.

LEVIES OUTSTANDING TO 31/3/80

Unit 12	54.00 - Unit sold awaiting dispersement.
Unit 18	108.00 - In hands of debt collectors.
Unit 29	18.00 - Adjustment on first quarter.
	<u>180.00</u>

Current quarter to pay.	2511.00
Paid to this day.	450.00
Due	<u>2061.00</u>
Add	180.00
Total outstanding to 30/6/80	<u>2241.00</u>

STANDARD QUARTERLY PAYMENTS:

Lawn mowing	200.00	
SEC - Community lighting	300.00	
Rent for Caretaker Unit	620.00	431.00
Trash bags.	144.00	<u>135.93 minus</u>
Pool Chemicals.	90.00	295.07
Management fee	456.00	
	<u>1810.00</u>	

ACCOUNTS OUTSTANDING:

Insurance premium	\$900.00	
Pool Chemicals, leaf net, testing kit etc	85.80 *	
Management fee - March 80	<u>152.00 *</u>	Taken into account above
	<u>1137.80</u>	

Which means that only \$200.00 will probably be able to be paid off in this next quarter. (Insurance)

We can only suggest that a special levy be raised to meet the payment of the Insurance amount outstanding i.e. \$20.00 per unit. OR 3 unit entitlement \$14.49 and 4 unit entitlement \$19.32.

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147-159 CHARLES STREET.
WEST PERTH. W.A. 6005

Minutes of Special Committee meeting held on the 8th April, 1980
in Unit 27 at 7.30p.m.

ATTENDANCE: Mr. A. Gray.
Mrs. A. Bradley.
Mr. W. Kemp.
Miss R. Pearman - Home Unit Management (RJP)

This meeting concentrated on the Caretaker situation. following complete analysis of duties required by the Body Corporate in maintaining the grounds and those which are currently being carried out by the existing Caretaker and the previous Caretaker, that of Collecting rent, and dealing with disputes on site. The actual duties required by a Caretaker being:

1. Pool cleaning - half hour.
2. Garbage area cleaning - 1 hour.
3. Check that all external light globes are functioning.
4. Gardening.

It was decided that Home Unit Management should look into the possibilities of closing the pool down for the winter months. Further that quotes be obtained for maintaining the pool by outside contractors. *85v 2*

It was decided that the reticulation should now be adjusted over to working every second day - system to come on about 2.a.m. ✓

It was decided that a 5 x 5 garden shed be purchased as soon as possible. *and order*

It was unanimously agreed that Mr. L. Cooper should be approached and requested to join the Committee of Management as a co-opted member. Mr. Cooper to replace Mr. K. West who regrettably has tendered his resignation owing to the fact that employment has taken him away from the city. Letter of thanks to Mr. West for his services over the last 18 months. ✓

It was finally agreed that Home Unit Management (RJP) hire the services of a off site Caretaker whose duties will be as follows: (trial of 3 mths)

1. Initially to come on site for 16 hours (one man) or 8 hours (if two men) - then to report back to Home Unit Management as to the amount of work carried out. This section to be instigated to bring the gardens up to standard. If necessary additional hours to be organised.
2. Standard duties once the grounds have shown improvement as follows:
 - a. Test lights for replacement globes once a week.
 - b. Clean garbage area twice a week (Tuesday & Friday)
 - c. In Summer months - Clean pool twice a week. (Tues & Fri)
 - d. Weed garden beds and cut edges. ✓
 - e. Hours required 4 hours a day. (total of 8-10 hrs a wk.) ✓

Unit 23: Owner to be written to advising that the Occupant should be instructed to place a drip tray in Carport bearing in mind that the responsibility of maintaining this area in good condition remains with the Owner - area is being eaten away by the oil drips and looks rather poor. ✓

Unit 5: Home Unit Management to advise Owners that unfortunately due to the trial system being instigated their unit will not be required for the housing of a Caretaker. ✓

Keys held by the Caretaker to be handed over to Home Unit Management who will return same to each Owner.

Newsletter to all Owners & Occupants advising that ^{ERS} ~~their~~ will no longer be a Caretaker living on site - further that all maintenance items required or noted for the exterior of the complex should be reported direct to Home Unit Management, preferably in writing - or any complaints or suggestions which Owners would like dealt with in Committee to be placed in writing C/- Home Unit Management (RJP). Further advise that this system is being instigated for financial reasons with the hope that funds can accumulate.

INSURANCE:

Copy of policy/s to be forwarded to Mr. Gray in order that a liability report can be given at next meeting.

Owners to be requested to support the Committee in the move of adjusting to off site Caretaker in the form of dealing more promptly with problem tenants (Absentee Owners)

At next meeting the Committee to discuss a roster or permanent Supervisor from amongst the Committee members. Further that a Honorarium for this service be discussed.

The meeting closed at 9.00 p.m.

Next meeting to be held on 1/5/80 in Unit 27 at 7.30p.m. All members requested to attend.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Stearman
Chairman.

1/5/80
Dated.

THE MEWS - FINANCIAL STATEMENT.

As at the 1/5/80

Balance as at the 1/4/80	135.93DR.
Levies since received	1376.50
Red Phone	64.10
Broken glass	3.30
	<hr/>
	1307.97

PAYMENTS:

Bank charges	5.00	
Swimming Pool Supplies - chemicals	85.50	
Lawn mowing 1/4/ & 24/4/	100.00	
Trash bags (12)	48.00	
Part Insurance premium	400.00	
Management fee - March 80	152.00	
Replace further sprinkler	5.00	
Outdoor Retic - Attention to time clock	15.00	
Bal rent for Unit 9 - to 11/4/	157.80	
Initial Gardeners - 12 hours	85.00	
		<hr/>
		1044.50
Balance as at 1/5/80		\$255.47 CR

LEVIES OUTSTANDING FOR QUARTER ENDING 30/6/80

Unit 4	54.00
Unit 15	40.50
Unit 16	40.50
Unit 18 ----- funds have been paid into Mark Wake - awaiting their cheque.	162.00
Unit 29	72.00
Unit 31	54.00
Unit 32	40.50
Unit 40	54.00
Unit 41	40.50
Unit 44	40.50
Unit 45	54.00
Unit 47	54.00
Unit 48	54.00
Unit 51	40.50
Unit 54	54.00
	<hr/>
	855.00

OUTSTANDING ACCOUNTS:

Insurance Premium	500.00	—
Management April	152.00	—
Gdnr: 18/4, 22/4		
25/4 & 29/4 - 28 hrs plus trips to tip	\$146.00	
	<hr/>	

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147-159 CHARLES STREET.
WEST PERTH. W.A. 6005

Minutes of the Committee Meeting held on the 1/5/80 in Unit 27 at 7.30 p.m.

ATTENDANCE:

Mr. A. Gray.
Mrs. A. Bradley.
Mr. W. Kemp.
Mr. L. Cooper.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the Special Committee meeting held on the 28th February, 1980 were read and the following items discussed as matters arising:

1. Directional Sign:
Home Unit Management to write to Mr. West re progress. ✓
2. Red Telephone:
Committee not supplied with follow - on detail. Report to be attached to these minutes.
3. It was again agreed that all accounts outstanding for more than one month should receive 7 days sticker
- 3 Fire Extinguishers:
Correspondence received from Western Australian Fire Brigades Board advising that no fire fighting equipment is required in Home units or flats of up to 3 storeys.

Minutes were then accepted into the records by a motion put forward by Mr. Gray Seconded by Mr. Cooper. Carried unanimously.

Minutes of meeting held on the 8th April, 1980 were then read and the following items discussed as matters arising;

1. Unanimously agreed that the product called 'Winteriser' be placed in the pool and pool closed for winter months. ✓
2. Lights to be checked regularly by Gardener/Yardman.
Home Unit Management donated letter box for messages to be left for duties to be attended on site by Gardener/Yardman.
3. Unit 23 & 5 - carports have heavy oil drips. Owners to be requested to have these areas cleaned and that their tenants obtain a drip tray to place in these bays. By-laws make these areas the sole responsibility of the individual Owners. ✓

ON SITE SUPERVISOR: - Hold in abeyance.

Minutes were then confirmed and accepted into the records by a motion put forward by Mr. Kemp. Seconded Mrs. Bradley. Carried Unanimously.

FINANCIAL STATEMENT:

Was read and discussed and accepted into the records by a motion put forward by Mr. Kemp. Seconded Mr. Cooper. Carried Unanimously.

SPECIAL LEVY: Home unit management to prepare a statement for the Committee showing the anticipated figures for this financial year with the amounts of monies spent up to date.

This subject to be discussed further at the next meeting of Committee.

GARDENER/YARDMAN:

At this stage Committee basically happy with the work carried out but will keep the matter under review.

GENERAL BUSINESS:

Community Power: Mr. Bradley to arrange to have the time clock adjusted back to 12.00 m.n. Power to be turned off to the pool motor.

Lawn Mowing Contractor: To call every 4 weeks.

Gardening: Mr. Cooper advised that due to damage being done to the garden by Children he will no longer be contributing anything towards the care and maintenance of the garden area. This to be attended to by the Caretaker/Gardener.

Owner Complaint re Children damaging Gardens:

This item was discussed at length but no solution arrived at - whilst it is agreed that the children should not be playing in the garden area, it is also noted that there are no areas (on site) which could be used as a 'play area'. Committee and Home Unit Management to give this subject some thought in an endeavour to arrive at a workable arrangement.

Unit 33: Letter to Owner/Occupant to request that they make sure that their visitors do not park in the Carports but in the area set aside for Visitors and 2nd cars. ✓

Impact Damage: 1 light pole near side entrance has been damage by the impact of a vehicle. Arrange to have same repaired. ✓

Laundry Areas: There are two flood lights which currently operation from a ordinary ON/OFF switch. Quotes to be obtained to place these switches on a 15 minute time delay swithc. ✓

There being no further business the meeting closed at 9.05 p.m.

NEXT MEETING TO BE HELD ON THE 9th June, 1980 (this is a Monday - should this date not be suitable would all those persons who it does not suit please telephone Miss Pearman and we will try to arrange a more suitable date) at 7.30 p.m. in Unit 27.

P.N. Next Thursday available is the 10th July, 1980.

CERTIFIED A TRUE AND CORRECT RECORD.

Chairman.

Dated.

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147-159 CHARLES STREET.
WEST PERTH. W.A. 6005

Minutes of the Committee Meeting held on the 10th
June, 1980 in Unit 54 at 7.30p.m.

PRESENT:

Mr. A. Gray.
Mr. W. Kemp.
Mr. L. Cooper.
Miss G. Bertone.
Miss R. Pearman - Home Unit Mgt.

APOLOGIES:

Mrs. A. Bradley.
Mr. A. Ngeow.
Mr. G. Lummis.

Minutes of the previous committee meeting were read
and the following items noted as matters arising:

DIRECTIONAL SIGN:

Under construction.

RED TELEPHONE:

Owing to the fact that the Telephone
is having to be supported by maintenance
funds it was decided by a motion put
forward by Mr. Kemp that the Red
Telephone be removed from the complex.
Motion seconded by Mr. Cooper. Carried
unanimously.

CARPORT OF UNITS 23 & 5:
HEAVY OIL SLICK.

Letter to be forwarded to the Owner
of Unit 23 advising that as no reply
has been received to previous corres-
pondence, the carport will be cleaned
and account forwarded to the Owner.
Gardener/Yardman to be instructed to ✓
clean both carports and to bill
separately to his normal duties.

GARDENER/YARDMAN:

To be instructed to clear the property
of all scraps of paper and sweep ✓
stair-ways

LAUNDRY AREA LIGHTING:

Lowest quote received \$73.78 for
4 time delay switches.
Hold in abeyance due to lack of funds.

The minutes were confirmed as being true and correct by a
motion put forward by Mr. Cooper. Seconded Mr. Kemp Carried
unanimously.

FINANCIAL STATEMENT:

Was read and the following items for saving funds put
forward:

1.

That the Gardener/Yardman place
as many newspapers and torn up card-
board cartons in the spare, unused ✓
bins as possible.

2.

That Home Unit Management check with
the Spastic Welfare to see if they
are interested in placing one of their
collection bins on site for newspapers
etc.

The financial Statement was accepted into the records by a
motion put forward by Mr. Gray. Seconded Miss Bertone. Carried
unanimously.

The full financial situation of the units was given considerable consideration and it was agreed that at the next Annual General Meeting it will be necessary to have a special levy for 1980-1981 Insurance premium plus budget for the 1981/82 year. It was also agreed that as General Maintenance will have absorbed the amount estimated to be set aside for painting that this should also be budgeted against. Committee very concerned with the current financial situation.

Account for cleaning Unit 9

To be forwarded to Mr. G. Street with the suggestion that should he have any queries they should be directed to Mr Zencich. Account for \$24.00 for 6 hours cleaning.

Agenda for Annual General Meeting:

To increase the levies but offer a discount for payment by a specific date. Discount to be discussed.

GENERAL BUSINESS:

GARDEN:

\$100.00 to be set aside in next years budget for the purchase of native shrubs.

Those plants which have been placed in the garden since the original landscaping and which require care, to be removed slowly by the Gardener/Ydman. ✓

That all dead trees and shrubs be removed from the complex. Note tree near Unit8 and at the rear of Unit 4. ✓

Gum trees to be treated with ROGOR. ✓

Price of 'ficushilli' trees to be checked by Home Unit Management.

KERBING:

Bordering the Carparking sectors to be checked and re-aligned, may need packing at the rear or underneath. Problem caused by vehicles hitting same when parking. ✓

INSURANCE:

Volunteer worker's (Owners) are not covered. This advice to be placed in next newsletter to Owners. ✓

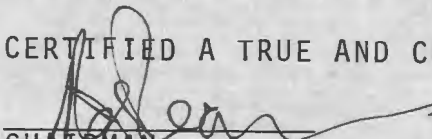
BY-LAWS:

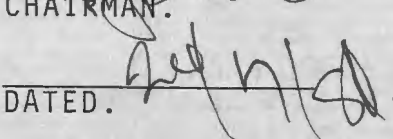
Mr. Cooper moved that all Owners of The Mews who let or lease their units be obliged to display in a prominent position for tenants to view, a copy of the by-laws contained in Part 11 of the schedule to the act as amended for the Owners of the Mews 147-159 Charles Street, West Perth Strata Plan 5629. Seconded Mr. Kemp. It was agreed that a copy should accompany the correspondence with a request to affix inside their unit. Carried unanimously ✓

There being no further business the meeting closed at 9.10p.m.

NEXT COMMITTEE MEETING TO BE HELD ON THURSDAY THE 24TH JULY. 1980 in UNIT 54 at 7.30p.m.

CERTIFIED A TRUE AND CORRECT RECORD.


CHAIRMAN.


DATED.

FINANCIAL STATEMENT.

THE MEWS.

For period 1/5/80 to 10/6/80

Balance as at the 1/5/80	255.47
Levies since received	769.50
Red Phone	31.40
	<hr/>
	1056.37

PAYMENTS:

Bank Charges	12.60
Home Unit Management - April 80	152.00
Post Print & Stationery.	8.00
W.A. Newspapers - advertise for Caretaker	22.20
Trash bags (9)	36.00
SEC - Community lighting to 3/5/80	301.53
Initial Gardeners 18/4 to 20/5/(payment out)	244.00
G. Street - SEC Allowance 4/2 to 14/4	50.00
Winteriser for pool.	5.30
Nth Beach Electrics - Bal pool motor repair not met by Insurance (Complete a/c \$335.40)	104.60
Nth Beach Elect - repair time clock	20.54
Lawn mow - 15/5/80	50.00
	<hr/>
	1006.77

Balance as at the 10/6/80	<hr/>
	\$49.60

LEVIES OUTSTANDING:

COLLOPY - U18	54.00	
HUDSON - U29	18.00	
KENDALL - U32	40.50	
WRIGHT - U41	40.50	
WRIGHT - U44	40.50	
		Total
		\$193.50

ACCOUNTS AWAITING PAYMENT:

Telecom Aust - red phone	137.33
Zencich - Cleaning Unit 9	24.00
Solicitors - Letter Mrs. Davey.	20.75
Insurance - bal of premium.	500.00
Gdnr/yardman: 5 days to 3/6/80	118.00
Plumbers (W.A.) Clear rubbish from valley gutter & repair weather edge as nec.	51.97
Home Unit Mgt. May & June 80	304.00
	<hr/>
	1156.05

TO MAKE IT THROUGH TO 30/9/80

Monies due in for quarter ending 30/9/80 (units 12 & 30 paid to 30/9/80)	2403.00
ARREARS (as shown above.)	193.50
Monies in the bank.	49.60
	<hr/>
	2645.10
Less Accounts currently outstanding	1156.05
Total amount available for next quarter.	<hr/>
	1489.05

KNOWN PAYMENTS TO EXPECT.

Bank charges	15.00	
Garden shed	120.00ish	
Gardener Yardman.	600.00	
SEC - Common lights	300.00	
Management fee	456.00	
P.P. & Stationery	50.00inc AGM	
LAWN MOWING	150.00	
TRASH BAGS.	84.00	
	<hr/>	
	1775.00	
DIFFERENCE:	\$285.95	

NEXT YEARS BUDGET WOULD
HAVE TO INCLUDE A SPECIAL
LEVY FOR INSURANCE + BUDGET
FOR THE FOLLOWING YEARS
PREMIUM.

Not taking into account the
unexpected.

THE MEWS CAN JUST MAKE IT IF THEY DON'T PURCHASE A GARDEN SHED
AND IF MANAGEMENT FEE FOR SEPTEMBER IS HELD OVER (Would have been 13 mt
Management fee as this year payments includes one from last year)
Difference being \$13.95c. SEC SHOULD BE LESS.

THE MEWS FINANCIAL STATEMENT AS AT THE 24/7/80

Balance as at the 10/6/80	49.60
Red Telephone	47.60
Broken glass	4.40
Levies since received	1444.50
	<hr/>
	1546.10

PAYMENTS:

10 trash bags	40.00
Home Unit Management - May 80	152.00
Bal insurance premium	500.00
Telecom Australia	137.33
Lawn Mowing (2 cuts)	100.00
Caretaker/Yardman to 24/6/	263.00
Repairs to Security lights	26.21
U49 - repairs to gutter & weather edge	51.97
Legal fee - unit 4	20.75
Bank Charges	2.50
	<hr/>
	1293.76

Balance at the c'wlth bank \$252.34

36
5
100
1

LEVIES OUTSTANDING:

Unit No. Amount Outstanding.

4.	\$ 54.00
6.	44.50
11.	54.00
15.	44.50
16.	44.50
18.	108.00 -
22.	54.00
23.	44.50
26.	44.50
29.	18.00
32.	89.00 ◊
37.	44.50
38.	44.50
41.	89.00 y
42.	44.50 +
44.	89.00 x
45.	54.00
46.	44.50
48.	54.00
51.	44.50

\$1108.00

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147-159 CHARLES STREET
WEST PERTH. W.A. 6005

Minutes of Committee Meeting held on the 24th July, 1980 in Unit 54
at 7.30p.m.

ATTENDANCE: Mr. A. Gray.
Mr. W. Kemp.
Mr. L. Cooper.
Mr. G. Lummis
Miss G. Bertone.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous Committee Meeting held on the 10th of June
1980 were read, and the following items discussed as matters arising:

DIRECTIONAL SIGN: Completed and handed over to Home Unit Management
to arrange to have framed and with glass or fibre
face. Must be waterproof. Letter of thanks to Mr. West. ✓

RED TELEPHONE: Has been removed.

TREE: No detail to hand re the cost of Ficushilli trees.
Mr. Cooper to advise Home Unit Management.

Minutes of the meeting were then confirmed and accepted into the
records by a motion put forward by Mr. Cooper. Seconded Mr. Gray.
Carried unanimously.

FINANCIAL STATEMENT:
Was read and accepted into the records by a motion
put forward by Mr. Lummis. Seconded Mr. Cooper.
Carried unanimously. ✓
Advise days and hours put in by Gardener for \$263.00.

GENERAL BUSINESS:
Correspondence received from Miss Tay advising of her availability
and willingness to become a member of the Committee. It was decided
to invite Miss Tay to the last meeting of the Committee for the year
as a guest. Further to suggest that Miss Tay attend the Annual General
Meeting and put up for Committee. ✓

UNIT 18: To be written to advising that their 'band practice' is
an exteme disturbance to their fellow neighbours and
instruct that they must locate another venue for their
band practice. ✓

FOR SALE SIGNS: Units 36 & 32 - Agents to be contacted advising that
the signs must be removed. ✓

UNIT 21: Trumpet player to be requested to locate another venue
for playing this instrument as it has become an extreme
annoyance to neighbours. ✓

ANNUAL GENERAL MEETING. To be held on the 6th October, 1980 at 7.30p.m.
in either the YMCA hall West Perth or the Old Mill
Theatre.
On notices advise any owners living on site wishing
for a lift the 'South Perth' venue to gather near
the Visitor Parking entrance and cars will be available
to take them there and back.

GARDEN SHED: Home Unit Management authorised to purchase 5'x5'x6'
Garden shed from Bunning Bros on sale price of \$79.00. ✓

LIGHTS:

Gardener to keep a note as to which lights are found to be missing as it is thought that possibly the occupants could be removing them because the lights shine into their units. ✓

CLOTHES LINE
AREA NEAR U4:

Some of the slabs are sub-siding - Gardener to lift slabs compact earth and make level then replace slabs. ✓

There being no further business the meeting closed at 8.35 p.m.

NEXT MEETING TO BE HELD ON THE 10/9/80 in Unit 39 at 7.30p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN _____

DATED. _____

FINANCIAL STATEMENT TO THE 10/9/80

Balance as at the 24/7/80	
Levies since received	252.34
Re-imbursed by Telecom	700.50
Re-imbursed by U29 - Service HW pressure	7.10
	12.50

972.44

PAYMENTS:

Bank charges	17.67
Home Unit Mgt - June 1980	152.00
SEC - Community power	237.95
Trash bags (4)	16.00
Initial Gardeners: 27/6, 1/7, 25/7, 29/7 1/8, 5/8, 8/8, 13/8, 15/8 plus padlock & slabs to shed, repair sprinklers & clean carports 5 & 23 (\$15.00 account sent)	221.50
Capital Electrics - repair external lights replacing some starters	16.94
Garden shed - supply & erect	94.50
Adjust water pressure u29	12.50
Lawn Mowing 4/8 & 27/8	100.00

869.06

Balance at Commonwealth bank.

103.38

54

157 38

LEVIES OUTSTANDING TO THE 30/9/80

Unit 4 Mrs. M.J. Davey ✓	54.00
Unit 15 Mr. C.L. Mc Dougall ✓	40.50
Unit 16 B.&B.K. Robinson. -	40.50
Unit 18 A.J.&L.M. Collopy ✓	54.00
Unit 23 H.A. Jones -	40.50
Unit 26 Wittenoom Trust Ltd.	40.50
Unit 32 R.J. Kendall ✓	40.50 (PBS Calling up mort)
Unit 42 R.&B.M. Healey	40.50
Unit 54 M.&G. Bertone	54.00 ✓

PLUS: to 30/6/80

Unit 32 R.J. Kendall

40.50

405.00

GARDENER OWED FOR:

19/8, 22/8, 26/8 plus removing rubbish to tip.	69.00
29/8, 2/9, & 5/9	60.00
Home Unit Mgt. July, Aug & Sept.	456.00
	<u>585.00</u>

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147/159 CHARLES STREET.
WEST PERTH. W.A. 6005

Minutes of Committee meeting held on the 10th September,
1980 in Unit 39 at 7.30 p.m.

PRESENT: Mr. A. Gray. Apology: Mr. Kemp.
Mr. L. Cooper.
Mr. G. Lummis.
Miss G. Bertone.
Mrs. A. Bradley.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous committee meeting held on the 24th
July, 1980 were read and the following items noted:

Directional Sign:

Miss Pearman advised that the frame for this sign
would cost approx \$100.00. Mrs. Bradley advised that
through a contact it may be possible to obtain this
frame at a lower costing. Miss Pearman to provide the
measurements and Mrs Bradley requested to obtain a
further quote.

Trees:

Ficus Hilli - detail read to the meeting re the growth
etc and it was agreed that the budget for the coming
year should include a sum of \$100.00 to cover the cost
of shrubs etc.

Unit 18:

Further correspondence required to request that they
desist from driving on the front lawns which are reticulated
plus remove the pin-ball machine from the front balcony. ✓

For Sale Signs:

Following lengthy discussion it was agreed that only
one sign should be affixed to the front of the property
enabling all prospective purchasers & Tenants to make
contact with Home Unit Management (RJP) who would be
able to direct them to the Selling Agents & Rental Agents
operation in this complex. This will only work if the
Agents concerned advise Home Unit Management when they
have a unit vacant or available for sale.

Sign to be manufactured to the size of 2' x 1½'
to read : "Sale & Rental Enquiries

Contact:

Home Unit Management (RJP)
Body Corporate Managers.
341 7027"

The Minutes were then confirmed as being a true and correct
record by a motion put forward by Mr. Cooper. Seconded Miss
Bertone, Carried unanimously.

FINANCIAL STATEMENT:

Was read and following discussion was accepted into the
records by a motion put forward by Mr. Lummis. Seconded
Miss Bertone. Carried unanimously.

GENERAL BUSINESS:

1. External lights to stairways near unit 54 - possible ✓
starters have fused.
2. Vote of thanks to the Gardeners/Yardmen for work well ✓
done.
3. Burnt out VW - Mrs Bradley to advise the location of Owner
Who is then to be written to querying as to when it will be
moved.

General Business cont.

4. Parking in the carports - Early in October arrange to have the numbers repainted to all Carports plus the wording "Visitor Parking painted to the Carbay areas" Bays to be clearly marked. ✓
5. Gardener to re-treat the gum trees with rogor. ✓
6. Quotes for ranch style fence to be placed in front of the kerbing in the visitor parking area. ✓
7. Painting Maintenance firms to be contacted to obtain quotes for progresive painting of the complex. Original contactor: Chapman of loftus Street to be recalled to advise on method of progressive painting plus an anticipated cost structure. ✓
8. Quotes to scrub the steps and walk-ways. ✓
9. Tiles on roof are stained cement. Obtain advise as to the life expectancy of this staining and what treatment would be required to keep them in good condition - plus cost factor. ✓

Miss Pearman advised that the Gardener/Yardmans rate per hour will increase to \$5.50

There being no further business the meeting closed at 9.10p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Blairman
CHAIRMAN.

27/11/80.
DATED.

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS -147/159 CHARLES ST. WEST PERTH.

STRATA PLAN NUMBER 5629.

To:
The Proprietor/Proprietors/Mortgagee,
The Mews,
147/159 Charles Street,
WEST PERTH. W.A. 6005

NOTICE is hereby given by the Council of the "Proprietors of the Mews, Strata Plan 5629" of the Second Annual General Meeting to be held at 7.30 p.m. in the 'Old Mill Theatre' Mends Street, South Perth, on the 6th October, 1980 for the purpose of:

1. Election of Council for the coming year.
2. To consider and if thought fit pass the Minutes of the First Annual General Meeting.
3. Carry out any other business deemed necessary.

PROXIES:

A proxy form is attached. If you cannot attend please complete the form and send it to Home Unit Management (RJP) to arrive not later than noon on the 6th October, 1980.

If you have no one who is readily available to act as your proxy may we suggest the following: 1) The Chairman
2) A Member of your current Committee. 3) Home Unit Mgt.
4) a Fellow Unit Owner.

THIS IS MOST IMPORTANT, bearing in mind that without a quorum (half representation of all Owners) the meeting must be reconvened 7 days from the 6th October, 1980, which is most inconveniencing to those Owners who make the effort to be in attendance on the originally called date.

CUT

HERE

The Chairman,
The Mews,
C/- Home Unit Management (RJP)
P.O. Box 125.
SCARBOROUGH. W.A. 6019

SECOND ANNUAL GENERAL MEETING.

As the Owner of one or more units in the Mews I/We hereby
nominate _____
to act and vote on My/Our behalf, at the Second Annual
General Meeting to be held on the 6th October, 1980.
(if re-convened the 13/10/80)

Signature

Date.

Unit Number/s

STRATA TITLES ACT 1966 - 1970
THE MEWS - 147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER: 5629
SECOND ANNUAL GENERAL MEETING.

A G E N D A.

1. Election of Chairman.
2. Apologies.
3. Proxies.
4. Minutes of the First Annual General Meeting to be read.
5. Any matters arising - Minutes to be adopted.
6. Council Report.
7. Audited Financial Statement.
8. Any matters arising (Statement to be adopted)
9. Consideration of Budget 1980/81 —
10. Advertising Signs on Common Property.
11. Body Corporate Management.
11. Election of Committee of Management for 1980/81
12. General Business.

Please make sure you sign the attendance role.

Thank-you.

TRANSPORT TO MEETING:

Should any Owner living at the Mews not have transport to take them to South Perth for this meeting, please contact Home Unit Management (RJP) and we will arrange car space. 341 7027

COUNCIL REPORT:

THE MEWS

The Committee of Management have this year experienced certain difficulties in as endeavouring to fight inflation. To a certain extent they were able to curb expenditure by closing the Swimming Pool for the winter months, placing a product called 'winteriser' in the pool to keep the water safe. In this manner the cost of chemicals was decreased considerably. Dispensed with the services of an 'on site' Caretaker for a Gardener Yardman, and we think if you check last years anticipated budget against this years you will see a saving of \$300 approx. -- plus it is felt that in appearance the complex is now well cared for, gardens neat & tidy - bin area clean, light globes being replaced as necessary, in fact all duties being carried out that a 'on site' caretaker should have been attending. Committee Members have kept a continual check on these items to make sure that the Gardener/Yardman's services did not and do not deteriorate. We do advise that at no time were the Caretaker's duties to incorporate any other duties than those set out above.

Advertising Signs:

This has been the cause of a number of complaints from persons either endeavouring to sell or rent their units. Unfortunately the affixing of any advertising whatsoever contravenes the existing by-laws of the Owners of 147/159 Charles Street. West Perth. The only method to alter a by-law is to have 75% of all Owners present (or by proxy) at a General Meeting and all voting in agreeance to a by-law being changed. We do point out that currently this by-law is being 'bent' to permit for sale signs on the Common Property on the day that a unit is OPEN FOR INSPECTION, though these signs must be removed on the same day. The Committee of Management do have a suggestion to put forward to Owners at the Annual General Meeting on a method to help to overcome this problem.

Unit Direction Sign:

Mr. West the Owner of Unit 17 has very kindly donated a well designed notice. Currently we are seeking an economical method of framing and making same waterproof. To have the job done by a professional framer - \$100.00. Is there any Owner who is a Carpenter or Cabinet maker who would like to offer his services on framing??

Parking:

This has been a slight problem this year with persons not parking in their Own carport or visitors parking in Owners carports. The Committee have noted that the majority of the numbers have worn away and arrangements are being made to have these re-painted.

Red Telephone:

This was found to be making a loss and has been removed. The reason for the loss being that the majority of the units now have their own telephone service.

Maintenance Contributions:

This has again been a hinderance to the smooth running of 'The Mews' --- the problem being a number of Owners not being (possibly) aware that the Maintenance levies should be paid in advance. In some cases they have exceeded even the quarter applicable. These Owners, regrettably have had their accounts placed with a Debt Collector for their services. This action is never a pleasant deed and it is hoped that this year, with the choice of having a discount available will encourage prompt payment. (Discount a discussion item at this years AGM)

By-laws:

This Committee have endeavoured to have all Owners (rental) and or their rental Agents affix a copy of the by-laws in their units in order that all ingoing tenants may be aware of the rules and regulations and thus prevent any unpleasantness arising from the lack of information.

COUNCIL REPORT - THE MEWS - cont.

PROJECTS CURRENTLY BEING INVESTIGATED.

RAILINGS (RANCH STYLE FENCE)

As the kerbing to the Visitor parking bays is continually being damaged by cars wheels, the Committee are obtaining quotes to erect a 'post & rail' type fence to prevent the repeated replacement of the kerbing.

STAIRS & WALKWAYS: It will have been noted that these have a large variety of stains, particularly the stairs, where Occupants have spilt liquid items. Quotes are being obtained to have these scrubbed. The Committee did at one time approach all Occupants requesting that they clean that section closest to their unit. Only one person took up this suggestion.

PAINTING OF COMPLEX:

Currently advise and quotes are being obtained to paint the complex over a period of 4 to 5 years and in this manner make the financial side more viable.

GUM TREES:

A large number of these are diseased - Gardener treating the trees, but should they not recover it is anticipated that a sum of approx \$100.00 will have to be spent to replace these trees with a different species.

Please be advised that in accordance with the Strata Titles Act. no Owner has the right to vote at the Annual General Meeting unless their maintenance contributions are paid up to date.

We feel that your Outgoing Committee of Management may wish to add further items to this report verbally at your meeting.

"THE MEWS"

OWNERS OF 147/159 CHARLES STREET. WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS

For the period 1/10/79 to the 15/9/80

RECEIPTS:

Gross levies	9766.40
Red Telephone	465.50
Bottle money	16.50
Mrs Hudson for service to water pressure	12.50
Refund of rent on Unit 5.	61.75
	<u>10322.65</u>

PAYMENTS:

Bank charges	69.59
SEC-Community lighting & power	1094.01
Insurance Premium	1463.65
Post Printing & Stationery	156.06
Lawn mowing - 19 cuts	950.00
Red Telephone	624.55
Management fee (10 months)	1548.40
Rent - Caretaker unit	1609.43
SEC - Caretakers	168.30
Trash bags	307.00
Garden fertiliser etc	206.76
Pool Chemicals.	260.91
Gardener/Yardman	905.00

General:

Hall hire	24.00
New pool filter	124.00
fuse wire	6.00
Sumapine (disinfectant)	91.01
Annual Audit	75.00
Advertise for Caretaker	22.20
Legal Fees.	20.75
Garden Shed	94.65
Repairs to reticulation motor - not insurance	104.60
Globes	41.58
Repair reticulation & sprinklers	124.41
Repairs to time clocks (lights, pool & retic)	58.50 -
Blocked drain.	33.25
Repairs to roof & flashings (3 separate jobs)	140.00
Repairs to security lights	43.15
Adj water pressure	12.50
	<u>10379.26</u>

SURPLUS OF PAYMENTS OVER RECEIPTS \$56.61 DEBIT.

PLUS Balance as at the 30/9/80 202.14

CREDIT BALANCE AS AT THE 15/9/80 \$145.53c

MAINTENANCE CONTRIBUTIONS OWING. \$409.50c.

Units: 4,15,16,18,23,26,32 & 42.

Accounts outstanding for payment \$685.00

AUDITOR'S CERTIFICATE:

I have audited the above Statement of Receipts and Payments, as prepared by Home Unit Management (RJP) which, in my opinion, discloses a true and correct recording.

K.Wilkinson. A.A.S.A.
Auditor: 1 High View Road,
GREENMOUNT. W.A. 6056.

"THE MEWS"

OWNERS OF 147/159 CHARLES STREET. WEST PERTH.

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Pool Chemicals.	260.91
Gardener/Yardman	905.00

General:

Hall hire	24.00
New pool filter	124.00
fuse wire	6.00
Sumapine (disinfectant)	91.01
Annual Audit	75.00
Advertise for Caretaker	22.20
Legal Fees.	20.75
Garden Shed	94.65
Repairs to reticulation motor - not insurance	104.60
Globes	41.58
Repair reticulation & sprinklers	124.41
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	<u>10379.26</u>

SURPLUS OF PAYMENTS OVER RECEIPTS \$56.61 DEBIT.

PLUS Balance as at the 30/9/80 202.14

CREDIT BALANCE AS AT THE 15/9/80 \$145.53c

MAINTENANCE CONTRIBUTIONS OWING. \$409.50c.

Units: 4,15,16,18,23,26,32 & 42.

Accounts outstanding for payment \$685.00

AUDITOR'S CERTIFICATE:

I have audited the above Statement of Receipts and Payments, as prepared by Home Unit Management (RJP) which, in my opinion, discloses a true and correct recording.

K. Wilkinson

K. Wilkinson. A.A.S.A.

Auditor: 1 High View Road,
GREENMOUNT. W.A. 6056.

OWNERS OF THE MEWS.

ANTICIPATED BUDGET FOR 1980-81

Bank charges	80.00
SEC - Community lighting & power	1200.00
Insurance premiums for \$1.8 million	1700.00
Post printing & Stationery	450.00 -
Lawn mowing - approx 20 cuts	1000.00
Management fee	1864.00
Trash bag removal.	350.00
Pool Chemicals.	400.00
Garden fertiliser incl. lawns.	300.00
Disinfectant.	100.00
Shrubs & trees.	100.00
Hall hire	30.00
Annual Audit	85.00
Gardener/Yardman	2860.00
Painting contingency.	1500.00
General Maintenance contingency.	1441.00
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	13460.00

Working on the aggregate of 186 being the total unit entitlement = \$72.37 per share.

Units with entitlement of 3 x \$72.37 = \$217.11 per year.
\$217.11 divided by 12 = \$18.09 per month (\$4.17 per week)
Quarterly: \$54.27. (less 5% per annum being \$10.86)

Units with entitlement of 4 x \$72.37 = \$298.48 per year.
\$298.48 divided by 12 = \$24.12 per month (\$5.57 per week)
Quarterly: \$72.36. (less 5% per annum being \$14.92)

THIS BUDGET TO BE DISCUSSED AT THE ANNUAL GENERAL MEETING.

We advise that this year it will be put forward that those persons who pay their levy accounts within the first 14 days of the quarter will receive a 5% discount for prompt payment.

The monthly contributions could be lowered if the Insurance premium was paid on a separate levy at the beginning of the year i.e.
Units with entitlement of 3 = Special Insurance Levy \$27.42
Units with entitlement of 4 = Special Insurance levy \$36.56

This would lower the total to \$11760.00
Aggregate of 186 = 1 share 63.23
Unit Entitlement 3 x \$ 47.43 = 189.69 p.a. = \$15.81 p.m.
Unit entitlement 4 x \$63.23 = 252.92 p.a. = \$21.08 p.m.

If handled in this manner it would necessitate a special levy of insurance every year.

"THE MEWS"

STRATA TITLES ACT 1966 - 1970
THE MEWS - 147/159 CHARLES STREET. WEST PERTH.
STRATA PLAN NUMBER 5629

Minutes to the SECOND ANNUAL GENERAL MEETING held on the 6th October, 1980 in the Old Mill Theatre, Mends Street, South Perth at 7.30 p.m.

PRESENT: Mr. R.H. & Mrs. M.M. Bowl.
Miss I Thomas.
Mr. R.D. & Mr. A.J. Galluccio.
Mr. K.P. West.
Mr. T. Pallotta.
Mr & Mrs. M. Lahtov.
Dr. H.A. Jones.
Mr. A.J. Gray.
Mr.G.J. & Mrs. A.M. Bradley.
Mr P.J. & Mrs. K.E. Smith.
Mr. G.W. Lummis.
Mr. Lets - Jayel Nominees
Mr. W. C. Kemp.
Mr M.F. & Mrs. J.M. Benson- Lidholm.
Miss G. Bertone.
Miss R. J. Pearman - Home Unit Management (RJP)

PROXIES: L.E. & H.D. Cooper nominated A. Bradley.
A.&N. Ngeow nominated The Chairman.
R. Filipetto nominated the Chairman.
D. Schneider nominated the Chairman.
Mr. J.A. Mc Kay nominated Home Unit Management (RJP)
Mr. F.N. Milton nominated Home Unit Management (RJP)
Mr R.H. & Mrs. B. Hudson nominated Miss C. A. Hudson.
Miss M.M.A. Gohl nominated Mr. A. Ronk.
Mr. S.J. Mortimer nominated the Chairman.
Miss J.M. Campbell nominated Home Unit Management (RJP)
Balmain Holdings P/L nominated The Chairman.
Mr. G. MacDonald nominated the Chairman.
Mrs. B.E. Cairns nominated Home Unit Management (RJP)
Mr M.J. & Mrs. D.S. Schmook nominated Home Unit Management (RJP)
Mrs M. Mc Carthy nominated Home Unit Management (RJP)

APOLOGIES: Mr & Mrs. L. Cooper.
Miss J.M. Campbell.

ELECTION OF CHAIRMAN:

It was unanimously agreed that Miss Pearman would Chair this meeting.

MINUTES OF FIRST ANNUAL GENERAL MEETING:

Were read and the following items noted under discussion as matters arising:
Unit 8 was sold through the year and all outstanding levies paid at settlement.
Unit Directional Sign has been constructed - with thanks to Mr. West for donating same.
Traffic Mirror, as suggest has been abandoned.
A motion was put forward by Mr. Lummis that the minutes be confirmed as a true and correct record. Seconded Mr. West. Carried unanimously.

COUNCIL REPORT: As circulated with the notice of meeting was adopted by a motion put forward by Mr. Kemp. Seconded Mr. Galluccio. Carried unanimously.

AUDITED FINANCIAL STATEMENT:

Was read and following discussion was adopted by a motion put forward by Mr. Kemp. Seconded Mr. Smith. Carried Unanimously.

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ANTICIPATED BUDGET
1980-1981 :

Was read and quotes for Insurance of the Building plus Public Liability and Worker's Compensation were also read and discussed. A motion was put forward by Mr. West, that the quote from the current insurer's be accepted (through Baillieu Bowring) for the sum of \$1760.72. Covering the complex for \$1,800,000 with Public Liability to \$500,000.00. Motion seconded by Mr. Galluccio. Voting 9 for 7 against with the remainder abstaining. Motion carried.

The anticipated budget was fully discussed and everyone agreed that when taking into account the cost which will eventually arise for painting it was necessary to increase the maintenance levies.

Miss Bertone put forward the motion that the second suggestion as put forward by Home Unit Management (RJP) be adopted, being an increase to \$47.50 for those units which are on a three unit entitlement and to \$63.30 for those units which are on a 4 unit entitlement with a special levy to cover the Insurance of \$27.42 for the units with 3 unit entitlement and \$36.56 for units with 4 unit entitlement. Voting: 27 for and 3 against. Motion carried.

ADVERTISING ON
COMMON PROPERTY:

The Chairman advised the meeting that as the existing by-laws stand it was a definite contravention for any advertising whatsoever to be shown. The suggestion was put to the meeting that a notice in the form of a sign board be located to the front of the complex requesting all persons making enquiries re Sales or Rental to contact Home Unit Management. In this manner Home Unit Management would be able to direct the caller to the Rental Agent or the Selling Agents. This could only be efficiently carried out if Home Unit Management are advised by an Owner which Agent they are using. Further that the Agent would have to advise when a rental vacancy occurs in order that would be Tenants may be directed to the Agent/Landlord. This item was discussed thoroughly. A motion was then put forward by Mr. Galluccio and seconded Mr. Lummis that such a sign be so affixed. Colour to match the cream & brown of the building. Carried unanimously.

BODY CORPORATE
MANAGEMENT:

A motion was put forward by Mr. Lummis and seconded Mr. Smith that the services of Home Unit Management (RJP) be retained with a vote of confidence in this service. Motion carried unanimously.

COUNCIL OF MANAGEMENT
ELECTION:

The Chairman called for volunteers and nominations:
Mr. Lummis volunteered for a further years duties.
Mr. Pallotta nominated Mr. Galluccio. Seconded Mr. Kemp.
Mr. T. Galluccio nominated Mr. Pallotta. Seconded R. Galluccio.
Mr. Pallotta nominated Mr. West. Mr. West declined nomination.
Mr. West Nominated Miss Bertone. Seconded Mr. Lummis.
Miss Bertone nominated Mrs. Bradley. Mrs. Bradley declined nomination.
Mr. Lummis nominated Mr. Kemp. Seconded Mr. Bradley.
Mr. Kemp nominated Mr. Bradley. Seconded Miss Bertone.
Mr. Kemp nominated Mr. Bowl. Seconded Mr. Smith.
Miss Bertone nominated Mr. Benson. Seconded Mr. Galluccio.

With 8 persons willing to serve on the council of management the Chairman advised the meeting that according to the Strata Titles Act the Council of the Company must comprise of no less than 3 person and no more than 7. Therefore voting slips were handed out and voting took place.

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The Mews - Second Annual General Meeting - Page 3 - 6/10/80

After the results were checked the Chairman advised the meeting of the results and the following persons comprise of the Council of Management for the coming year:

- Miss G. Bertone.
- Mr. R. Bowl.
- Mr. T. Pallotta.
- Mr. G. J. Bradley.
- Mr. G. W. Lummis
- Mr. W. C. Kemp.
- Mr. M.F. Benson

GENERAL BUSINESS:

POOL: After discussion it was agreed to leave the decision with the Committee of Management as to when the pool should be closed and re-opened during the cold months.

COMMITTEE OF MANAGEMENT DUTIES:

Home Unit Management are requested to advise all Occupants that the Committee of Management does not become involved in such items as blocked sinks etc If a rental unit the tenant must contact the Landlord or Rental Agent. If Owner Occupied, the Owner must make his own arrangements with Tradesman - any external repairs required should be reported to Home Unit Management (RJP)

VOTE OF THANKS: Mr. West move a vote of thanks to the out-going Committee for their services throughout the year 1979-80.

DIRECTIONAL SIGN LOCATION: Following discussion as to suitable locations it was agreed that the sign be placed in the lawn area near the bollard light in the section just off the Visitor Parking area.

There being no further business, the Chairman thanked all those present for attending the meeting and declared the meeting closed at 9.35p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

[Signature]
CHAIRMAN.

26/10/81.
DATED.

*Unit 5
unit 10
10/10/81
Cable 3/10/81*

** results are attached
to the minutes for
year 1979-80*

STRATA TITLES ACT 1966 - 1970

THE OWNERS OF THE MEWS.
STRATA PLAN NUMBER 5629
147/159 CHARLES STREET.
WEST PERTH. W.A. 6005

Minutes of Committee meeting held on the 27th November, 1980
in Unit 27 at 7.30p.m/

PRESENT: Mr. G. Bradley.
Mr. W. Kemp.
Miss G. Bertone.
Mr. T. Pallota.
Mr. G. Lummis.
Mr. R. Bowl.
Mr. M. Benson.
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the Committee meeting held on the 10th September, 1980
were read and the following items discussed as matters arising:

DIRECTIONAL SIGN:

Mr. Bradley advised that the sign is being re-manufactured at a cost of approx \$15.00 as the existing sign would be too expensive the frame and waterproof. Should be erected in approx 2 weeks time.

TREES:

Additional trees to be purchased later in the year.

HOME UNIT MGT SIGN:

Should be erected within the next week.

RANCH STYLE FENCE:

Quotes were read and it was then moved by Mr. Lummis that the quote from J. Speed & Co for the sum of \$289.00 be accepted, to erect a post & rail fence in front of the kerbing to the Visitor Parking area. Seconded Mr. Kemp. Carried unanimously.

PAINTING:

Hold in abeyance until next committee meeting when Committee members will have had time to thoroughly inspect the property and report in the immediate requirements.

CLEANING OF STAIRS & WALK WAYS

It was agreed to accept the quote from Golden Rule Cleaners to wet scrub by machine, vacuum pick-up and hand rinse. The lesser marked areas would be spot cleaned for the sum of \$140.00. It was agreed that this work should be carried out in mid-January, 81 after the Christmas/New Year period. Quote could have risen by that date.

Minutes were then confirmed as being a true and correct record by a motion put forward by Miss. Bertone. Seconded Mr. Bradley. Carried unanimously.

REVIEW OF THE ANNUAL GENERAL MEETING MINUTES:

POOL KEYS:

Home Unit Management (RJP) to arrange to have 7 keys cut for the padlock on the pool gate and forward to each member on the Committee.

NEWSLETTER:

Occupants to remember to lock the pool gate on leaving.

CHEMICALS:

Mr. Bradley volunteered to place chemicals in the pool daily and to keep a record of the time this involves.

The Mews - 27/11/80 - Page 2:

Pool cont: Home Unit Management to arrange for keys to be cut for the Chemical box and pass on same to Mr. Bradley. ✓

FINANCIAL STATEMENT:

Unit 4: Home Unit Management to write further to the Owner of Unit 4 requesting payment of portion of payment within 14 days. If no response then the matter to be placed in the hands of a Solicitor. ✓

The two statements were then accepted into the records by a motion put forward by Mr. Lummis. Seconded Mr. Pallotta. Carried unanimously.

GENERAL BUSINESS:

Verge: Gardener to keep this area neat and tidy. ✓

Unit 39: Inspection to be made of cracking in the external wall. Plus water seepage from the walk-way above unit 28 at joint in arch-way.

Newsletter: Refuse to be placed in bin not on or around. ✓

Refuse removal: Quotes to be obtained for private removal. Check with the Perth City Council as to whether their trucks would be able to manouver sufficiently for bulk removal. (Emptied Mondays & Thursdays.) ✓

P.C.C advise they have No bulk loading systems

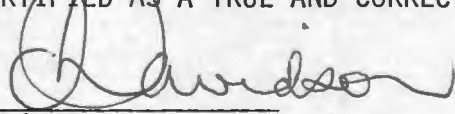
Newsletter: Re broken glass - all types of glass can be broken into the drum. ✓

GAS HOT WATER SYSTEMS:

Check with SEC as to whether there are any rulings on servicing the H.W.S. Note in the Newsletter with suggested contractors as recommended by the SEC. Check with Insurance company as to whether the lack of service to HWS has any bearing on their cover. ✓

There being no further business the meeting closed at 9.05

CERTIFIED AS A TRUE AND CORRECT RECORD.


Chairman.

22-1-81
Dated.

NEXT MEETING TO BE HELD ON THE 22nd JANUARY. 1981 in Unit 39 at 7.30 p.m.

FINANCIAL STATEMENT FOR THE MEWS TO 27/11/80

RECEIPTS:

Balance as at 17/11/80	238.69
Plus Maintenance levies received	135.00
Plus Insurance levies received	210.22
Broken Glass Money	2.75

586.66

~~36.56~~

PAYMENTS:

NIL

\$ 623.22

BALANCE AS AT C'WEALTH BANK

\$586.66

LEVIES OUTSTANDING:

Quarter Ending 30/9/80 - Unit 4

54.00

Quarter Ending 31/12/80

UNIT: 4, 15, 18, 26pt., 32pt., 41, 44 & 47. 320.81

Insurance levies:-

UNIT: 2, 4, 6, 9, 11, 12, 15, 16, 18, 19,
23, 29, 32, 34, 36, 38 to 42, 44, 47, 48,
50 to 54.

886.58

\$1261.39