

The Brunswick SP72924
Minutes of Strata Committee Meeting 9 October 2018.

1. Attendance and Apologies

1.1 **Attendance:** Chair Ann Conning (AC), Russ Burnet (RB), Wayne Brown (WB), R. Whitaker (RW), Michael Tabone (MT)

1.2 **Apologies:** Lisa Velickovich (LV), Murray Vaughan (MV)

1.3 **Observing:** Robert Price

2. Conflict of Interest Statement

2.1 None declared.

3. Minutes of Meeting 28 September, 2018.

Motion: Minutes as presented are a true and accurate record of the meeting.

Moved: Michael Tabone Seconded: Dick Whitaker Carried

4. Matters Arising from previous meeting

4.1 None

5. Financial reports, including delegation and authorising payments. RB presented a report on the current financial situation of the body corporate accounts as at 30 September 2018.

5.1 Accounts produced for the period ended 30th September 2018 showed that the Administration fund is in deficit for a total of \$41395 and the Working Capital fund showed a meagre positive result of \$1730.

5.2 The results of the two funds should tend to normalise as the financial year progresses, but it would seem that extra income will be needed for transfer between the funds as the year draws to a close. This would normally be done by the change of levy proportion at the close of the financial year.

5.3 However, the funding position of the strata accounts are in good shape with the liquid funding being held as:

- Bank account: \$ 74,106
- Investment held in Macquarie Bank: \$101,150
- Investment funds held in Macquarie Bank \$ 30,265

5.4 Total Levies to be received: \$32,315; of this amount, a total of \$2,723.29 are in arrears in excess of 90 days. The Strata Manager is to take legal action to obtain payment.

5.5 Two Invoices were presented for payment from GB Electrical for repair work on the Brunswick Rd Gates, \$247.50 and \$1,128.60

Motion: That the Financial Report as presented be accepted and invoices authorized for payment.

Moved: Wayne Brown Seconded: Dick Whitaker Carried

6. Insurance. Nothing to Report

7. Other Reports. (reporting by exception only)

7.1 Painting (WB) Wayne Brown presented an update on the progress of painting of Stage 2:

- **Overview:** Having slow progress since the September meeting it would be fair to say the fronts to units 8-12 are close to completion with the rear of 8-10 similar and 11 and 12 rear walls started. The very top of the triangular windows and rafters require the cherry picker and harness and the painter qualified/licensed has been recovering from an injury; however that has not held up progress to-date. In addition to this Geoff Solomon (Higgin's Project Manager) has resigned with a replacement taking up the position last week and a time is to be confirmed for that person to meet with the committee, hopefully within the next week or two.
- With the weather being cold and damp has made the painting more difficult and we are seeing more patches of surface coverage appearing. While this is not the best result for completion in time, nature has control and we need be patient.
- Previous planning was to have the painters increased in numbers once unit 12 was finished and signed off, and work on units 13-18 in one go using two teams. We will raise this with the new Project Manager when we meet and verify if that is still the plan.
- Maintenance in replacing & securing slats, handrails etc is being undertaken currently which should be the last expense to allow the painters to continue. Unit 17 has tree growth against the Northern Wall (Frontage) and while some clearing has been undertaken by the owner another request has been made for them to re-visit the job required to allow access for painters. Photos have been forwarded to support that request.
- Following a meeting with the new Project Manager it is hoped things will continue weather permitting to allow completion prior to Christmas.

Motion: That quote received for repairs to Terrigal Road units from Peter Masis, Builder, for structural repairs for \$1,191.73 be accepted

Moved: Wayne Brown Seconded: Ann Conning Carried

7.2 Gardens and grounds / Pool

- **Ground Maintenance.** Brett continued with mulching and fertilising through the last 4 weeks. Much needed rain fell across the area during the second half of September and the first week of October. Gosford recorded 58.2 mm for September – the wettest month since June. Plant stress in the common areas has eased as a result.
- **Pool.** Kewba contacted – routine adjusted to once per fortnight from this month until further notice. Conversation with pool cleaner held on 28 September; One of the salt cells is showing signs of deterioration – not urgent but replacement on the horizon. He estimated the cost to be around \$400.00.
- **Lighting.** AC and RW inspected the lights outside the Brunswick gate on Sat 22 September. Three large halogen lights need replacing - a job for the electrician. This will be placed on the Issues Register. A bollard lighting map was prepared and disseminated to the SC on 6th September.
- **Brunswick Rd Gates.** Gates repaired on Thursday 13th Sep by GB Electrical. \$1128.60 for:
 - Install new dual channel multi voltage loop detector Reuse ground cable and connect new loop

- Wire into control board
- Set loop sensitivity and test operation

7.3 Pest Control (AC). Flick Pest Control continue with their investigation of termites in the trees in the Reserve

7.4 Newsletter and Website. Nothing to report. The Spring Newsletter was released to all owners and residents and some feedback has been received. AC will respond to the owners who provided feedback. The issue related to tree removal and pruning will be dealt with under General Business.

7.5 Pet Registration. Nothing to Report.

8. **Correspondence.**

Received

- Nil

Out

- Minutes 28 September 2018 Committee Meeting
- Agenda for Committee meeting 9 October 2018.

9. **Issues Register**

9.1 RB presented the latest issue of the Register which shows a significant number of issues completed. The Issues Register was reviewed by the Committee at its recent meeting on 28 September 2018.

10. **General Business**

10.1 **Tree Removal and Pruning.**

- The Committee discussed the feedback provided by Owners that was invited in the Spring Newsletter. The thrust of the feedback centred on the removal and replacement of the Cotton Palms inside the Brunswick Gates.
- During discussion Russ Burnet asked that these Minutes record that he has always advocated proceeding to the next AGM or an extraordinary General Meeting (GM) to resolve the issues regarding the Minutes of the AGM on this subject. The Committee acknowledged his advice.
- The Committee reviewed the information at hand, Russ's advice and the feedback provided by Owners, and agreed the matter should be dealt with by a GM.
- The Committee agreed to meet in the near future to plan and issue notice for an GM.

There being no further business the Chairperson declared the meeting closed at 9:30pm.

Next Committee Meeting will be 13 November 2018.

Chairperson

Secretary