

**Minutes of Association Committee Meeting
Held on Tuesday 18 April 2023 at 6.30pm**

Present	P Sheldon, J Olander, G Patterson; D May; S Johnson; B Vespa
In Attendance	K Llewhellyn (Elizabeth); D Tuskan (Premier Strata Management)
Apologies	J Robertson
Chairman	P Sheldon
Quorum	It was noted that a quorum was present.
Minutes	It was RESOLVED that the Minutes of the Association Committee meeting held on 14 February 2023 be confirmed and adopted subject to the following amendment: Parking – J Robertson did not nominate nor was elected to the sub-committee.
Financials	Current Funds: As at 4 April 2023 funds balance was \$338,843.21, comprising \$85,214.85 Administrative Fund and \$253,628.36 Capital Works Fund.

Correspondence

Safety - handrails	Two quotes were tabled at the meeting – EA Building Group (\$18,140 plus gst) and Affordable Building (\$29,500 plus gst). Quotes included installation of stainless-steel handrails to all areas identified by the association committee. Contractors to be requested to separate Community Association responsibility/costing from the strata ones.
Phillip's Landing website	Website design brief has been completed. Quotes to be obtained from various providers.
Abloy security key system	The current Abloy keying system is obsolete, ie cylinder parts for locks and key blanks are no longer available. Integrity locksmiths have provided a costed proposal for replacement of the Community Association locks as well as replacement of the individual strata plan locks should strata plans wish to proceed. The system proposed is the most up to date Abloy. Quote/cost breakdown: 10988-1 = Community Facilities - \$11,915.33** 10988-2 = Alexander - \$1,127.90 10988-3 = Barrington - \$1,703.23 10988-4 = Bligh - \$2,827.96 10988-5 = Borrowdale - \$1,553.37 10988-6 = Chisholm - \$1,809.34 10988-7 = Elizabeth (TBA total key quantity) - \$2,951.10 10988-8 = Fitzroy - \$2,167.72 10988-9 = Flinders - \$2,196.04 10988-10 = Golden Grove - \$1,766.56 10988-11 = Hunter - \$1,285.35 10988-12 = Lawson (unable to access building) - \$1,111.20 10988-13 = Macquarie - \$3,070.09

	10988-14 = Wentworth - \$1,344.42 10988-15 = Lindsay (TBA total key quantity) - \$2,837.99 10988-16 = Scarborough - \$1,067.78 The Community Association EC agreed to proceed with replacement of locks to the common facilities. New keys will be issued to individual residents noting only one key/unit was included in the initial quote**. Committee has agreed a second key per unit should be provided, that cost being additional \$3,406 (This key price is at a reduced price within this project). Each strata plan should also consider their own position and requirements for their building, and whether they wish to upgrade to this latest Abloy system. Please consider as soon as practicable so that Integrity Locksmiths can be engaged to install the new locks and issue keys within the quoted prices for your strata. Note that IF a strata chooses to do so, unit holder keys will also fit the new locks for common facilities (as was originally).
Parking	The following sub-committee proposals were accepted: 1. Undertake a survey of all residents to see how many would support the Visitor Parking proposal. The proposal would be for a system whereby residents agree to have their car registration numbers recorded by the Community Managing agent. In return, residents would receive a pass for visitor parking. Parking would be monitored by Canada Bay Council. Cars that are not registered with the Council and are without a visitor's pass would be subject to a fine. The survey of residents would be conducted by a letter-drop to residents with all responses sent to the Community Managing agent. The results would inform next steps. 2. Let all residents know that as parking spaces are limited. It is necessary that they are monitored in the most equitable way. 3. If the proposal receives the agreed level of support, then the sub-committee and the Chairman would organise a meeting with Council officers to make sure that everything the council require for the proposal has been covered. The council would then undertake a formal evaluation of the proposal.
Elizabeth - footpath to building	One quote was tabled (Affordable Building \$3,980 plus gst). The second quote was not received by the time of the meeting. When the second quote is received, the committee will make a decision.
Security patrols	Security patrol attendance is as per the agreement. Reported that security patrols have been effective in moving-on undesirables from the swimming pools. Parking on roads at night and light outages are also being reported for common facilities. The current agreement expires on 1 October 2023.
Community Association lights	Ausgrid have been notified of street lights that require repair. J Olander has contacted Ausgrid to have stronger/brighter globes installed in the street lights to improve illumination of the Community roadways. J Olander has installed sample globes in the garden lights between the Alexander and the Golden Grove buildings to demonstrate various colour and light intensity options available.
13 Elizabeth – parking request	Request received from residents to park their vehicle in the visitor parking spot from 25 April 2023 for a period of four weeks during renovation works in the lot. Approval has been granted.

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Maintenance of Community Property

Timber bridge repair/replacement	Timber sleeper decking has been removed by SBM as part of allowing substructure to be revealed for subsequent engineer's inspection and advice. Noviiion in their project management role, to attend to the following: 1. Ensure work of the contractor (SBM), as described in Noviiion's Engineering Inspection Report (18/05/2022) and as noted in their Engineering Specification (11/08/2022) is completed to purpose. 2. Provide copies of tender details submitted by SBM for removal and excavation of the bridge decking to reveal substructure adequately for inspection.
Sauna repairs	Quote received from Viking Sauna to sand and oil the benches and the wall was accepted (\$2,200 plus gst).
Captain's Club downpipes	Reported that two downpipes have rusted and had separated from their ground outlet. Roofer to inspect and to provide a quote.
Tennis court fence repair	Quote from All Hills Fencing was tabled (\$4,090 plus gst) – J Olander to clarify with the contractor proposed method of fastening the bottom fence sections to the ground.
Garden benches	Timber benches require sanding and oiling.
Repair to Captain's Club complex	Repair and painting of the internal area of the Captain's Club is required. Quotes to be obtained. Earlier colour consultant report to be applied for colour choices previously accepted by EC.
Sea wall capping-stones	Some twenty capping stones have been removed or thrown into the bay by vandals. Quote from Affordable Services was accepted for reinstatement of these stones – cost \$2,980 plus gst. Replacement capping will be a slight variation in size to the existing stones. Contractor to be asked to place new capping stones together as one section. A variation may apply to quote for this.

Gardening

Report from the Gardening Sub-committee	An application is to be lodged with Council for removal of nine Pine trees located on the eastern side of the complex and five Pipe trees located on the western side. Arborist report confirmed that these trees are diseased and are dying. To prevent disease from spreading to other Pine trees, these trees have to be removed, and according to guidelines of the arborist's report. Arborist also notes that a Gum tree located close to the boundary with 245 Burwood Road has dual trunks, with damaging rot / fungus affecting the integrity of one trunk. Council request for removal of north most trunk to be submitted. (The remaining trunk contains at least 2/3 of the current crown growth).
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Next Meeting	The Committee meeting will be held on Tuesday 13 June 2023, commencing at 6.30pm.
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Closure - The meeting closed at 9.35pm.

