

Minutes of Executive Committee Meeting - Wednesday 10 February 2010

Present	Therese Briggs, Oliver, Joe Strati, Jim Walsh & David Webster; & David Tuskan (Managing Agent, Premier Strata Management).
In Attendance	Joe Ficarra (Alexander), Richard Farmer (Wentworth), Annette Harvey (Chisholm), Stephen Hillier (Lawson), Andrew McLaughlin (Wentworth), Brian Monk (Chisholm) & Mardi Teer (Barrington).
Chairman	Joe Strati
Quorum	It was noted that a quorum was present.
Minutes	It was RESOLVED that the Minutes of the executive meeting held on 14 October 2009 be confirmed & adopted.
Officers	It was CONFIRMED that after the AGM Joe Strati was elected chairman & treasurer & Jim Walsh secretary.
Finances	The MA TABLED the balance sheet as at 05/02/10 via email. This shows total funds of \$158,084.84 made up of \$21,407.93 in the administrative fund & \$136,676.91 in the sinking fund. The latter includes \$55,244.77, @6.00%, in a trust account with Macquarie Bank maturing 12/07/2010.
Illegal Parking	- It was RESOLVED that, in view of mediation being declined, adjudication be initiated against the lessee of 8 Bligh. - It was RESOLVED that a more concerted effort be undertaken to discourage residents from illegally parking in visitors' spaces. The first step is to be the placing of #2 notices on all parked vehicles over a number of weeks. David W & secretary to attend.
Captain's Club By-Laws	It was NOTED that Joe Strati has circulated a draft of possible changes. It was RESOLVED that the secretary re-issue this draft for consideration via email in the first instance.
Living in Phillips Landing	It was RESOLVED that the secretary arrange the preparation of a draft brochure outlining the legislation under which Phillips Landing is managed & encouraging residents to enjoy living here while respecting the rights of other residents by adherence to our By-Laws.

Property Maintenance & Improvement

Captain's Club	- Following discussion of an initial quote from Floors Plus, 04/02/10, it was RESOLVED that further investigation be undertaken concerning replacement of the floor covering (including in the GYM). - It was RESOLVED to obtain quotes to place a railing around the walls for the attachment of decorations, for installation of PVC skirting boards & for internal painting. David Webster volunteered to manage the above.
Pavers in Front of Captain's Club	It was RESOLVED that quotations be obtained to provide a specification covering various options for the replacement/repair of the pavers. It was NOTED that minor repairs carried out in the past have not been satisfactory. MA to attend.

Property Maintenance & Improvement (continued)

Path nr Elizabeth & Hunter	It was RESOLVED that stepping stones & path lighting be installed. MA to attend to the former & secretary to the latter.
Entrance Lights	It was NOTED that a report from CES Electrical is outstanding. Secretary to follow up.
Signage	- It was RESOLVED that the wording 'Western Entrance' be added to the existing 'Governors Dr' sign & that a similar sign with 'Eastern Entrance' be installed at the second entrance. FURTHER that a sign be attached to each post indicating which entrance visitors should use for access to strata blocks. The secretary to contact representatives of those stratas where the decision is not clear cut. MA to clarify quotes when appropriate. - It was RESOLVED that the MA obtain more detail re the quotes to replace the 'Alexander' sign which was stolen. - It was RESOLVED that a sign '247G' be placed near the Lawson entrance. Exact location to be decided by Lawson.
Fences	- It was RESOLVED that the MA contact the MA for 245 Burwood Rd as to their intention re the dividing fence. - It was RESOLVED that the MA ask our cleaners, Peak Maintenance, to regularly check & make minor repairs to boundary fences.
Traffic Mirrors	It was RESOLVED that quotes be obtained to install traffic mirrors in front of Chisholm & on the western side of the eastern driveway near the S bend. MA to arrange quotes. Andrew McLaughlin volunteered to be the contact.
Rubbish	It was RESOLVED that the MA obtain a quote from our cleaners, Peak Maintenance, to pick up rubbish around the complex, initially on a weekly basis.
Eastern Pool	It was RESOLVED that the MA ask the pool contractor to check if the non active cleaning vents on the bottom of the pool can be removed as they can be dangerous.
Pool Gates	It was RESOLVED that the MA obtain recommendations & quotes to enable the pool gates to close automatically.

Gardening

Specification	It was RESOLVED that the draft invitation tabled by the secretary calling for quotes for the provision of a gardening specification be accepted subject to suggested amendments. Secretary & MA to attend.
Frenchman's Walk	It was RESOLVED that the issue of the three Port Jackson figs & the Casuarinas on Frenchman's Walk be addressed as part of the gardening specification.
Gardening Contractor	It was RESOLVED that the MA contact Unicorn re our concern about the number of labour hours currently being provided.
Other Issues	Refer to Open Issues List as at 10 February 2010.
Next Meeting	Wednesday 31 March at 7.00pm.
Closure	The meeting closed at 9.23pm.