



Dynamic Property Services Pty Ltd

Level 9, 66-68 Goulburn Street
Sydney NSW 2000

DX 11643 Downtown Sydney

T (02) 9267 6334

F (02) 9263 9955

E enquiries@dynamicproperty.com.au

ABN 67 002 006 760

« Owner_Name »
 « Notice_Address_Line_1 »
 « Notice_Address_Line_2 »
 « Notice_Address_Line_3 »

MINUTES OF A MEETING OF THE EXECUTIVE COMMITTEE OF THE MEMBERS OF COMMUNITY ASSOCIATION D.P. NO. 270427 HELD ON TUESDAY 11 October 2016 HELD IN HIBISCUS ROOM COMMENCING AT 6.00PM.

PRESENT:

Susan Graham, Helen Pollard, Michael McIntosh, Martin Orliac and Bruce Lord

IN ATTENDANCE:

Arthur Carruthers (Bay Terraces), Mick Joyce (Manta), Rena McGowan (Manta), Peter Wood (Azure) and Derek McKinstry (Dynamic Property Services)

CHAIRPERSON:

Susan Graham

1. <u>MINUTES</u>	Action decided at the meeting	Action by	Date
Resolved that the minutes of the last executive committee meeting held 9 August 2016 be confirmed as a true record and account of the proceedings at that meeting, subject to the following amendment:	Motion 5.2 to change the name of the contract in Randwick Council to David Ongkili.		
2. <u>OUTSTANDING MATTERS:</u>			
2.1 19-21 Lister Avenue SP87551 Update on the status of Section 96 Application and proposed construction schedule.	The Managing Agent was informed that the non-compliant fence in Lister Avenue now forms part of a larger defect claim that the owners have lodged at NCAT. No action at this time other than regular follow ups as to the status of the defect claim.	DPS	
2.2 Ongoing Heritage Clock Maintenance: Update on the:) Negotiations with Council to take on responsibility for ongoing maintenance	Council have indicated that they may be prepared to take responsibility for the ongoing maintenance of the Heritage listed clock and are waiting to receive further quotes.	SG	16 Nov 16

2.3 20 Gubbuteh Road – Structure in Front of Property: Update on Community Association's submission to Council to intervene.	The Managing Agent is to write a further letter to council regarding the structure in front of the property at 20 Gubbuteh Road.	DPS	16 Nov 16
2.4 8 McMaster Place Development Application: Update on the application following Community Association's objection to Council.	The Managing Agent is to check with Council on the status of the application.	DPS	16 Nov 16
3. <u>FINANCIAL REPORT:</u>			
3.1 Financial Statements to 30 September 2016: Resolved that the financial statements for the period ending 30 September 2016 be tabled and received.		DPS	
3.2 Schedule of Arrears: Resolved that the Executive Committee received the schedule of arrears.	No action was taken on arrears at this time.	DPS	
4. <u>RANDWICK CITY COUNCIL (RCC) MATTERS:</u>			
4.1 Irrigation and Maintenance Deeds: Resolved that an update be provided relating to the irrigation and maintenance deed.	The Managing Agent is to follow up with the status of the irrigation deed with Crown Lands.	DPS, SG	16 Nov 16
4.2 Meeting with Council to Address Various Issues:) Update on matters relating to Robert May's issues list.	Council have replied that they are seeking quotes for the concrete works outlined in Robert May's report. Managing Agent to contact Council re progress on rectifying paving problems and other issues identified in Robert May's report The Managing Agent is to write to Council asking that a driveway from the curb at Jenner Street to the Comms building that houses the Pivit Telecommunication equipment be constructed by the Council.	DPS, SG	16 Nov 16
5. <u>CORRESPONDENCE:</u>			
5.1 Correspondence Received: Resolved that correspondence be received, ratified and appropriate action determined.	Correspondence was received from Arthur Carruthers regarding waste management. Arthur Carruthers also addressed the meeting and provided information regarding Councils initiatives for the collection of re-cycling and general waste management. Council will: 1. Conduct site inspections and waste audits to determine issues. 2. Provide a tailored plan with improvement actions such as providing information to residents regarding not	DPS, SG	16 Nov 16

	<p>dumping, how to recycle properly and other methods that may help.</p> <p>3. Implement improvement actions.</p> <p>4. Conduct follow up site inspections and waste audits to determine success of improvement actions.</p> <p>The contact for this initiative at Council is Tara Howard, Sustainability and Strategic Waste Officer. Telephone 02 9093 6225 tara.howard@randwick.nsw.gov.au This information is to be forwarded to all the Community Association representatives.</p>		
6. LANDSCAPING:			
6.1 Gardens in Mind Appointment: Resolved that the Executive Committee ratify its instruction to terminate Kyora Landscape and appoint Gardens In Mind as the Community Association Landscaping Contractor.	Resolved that the Gardens in Mind quote was ratified by the Executive Committee. The standard of the work by this company has been checked and is satisfactory so far.	ALL	
6.2 Verge and On-Title Landscaping Maintenance – (Site Monitoring): <ul style="list-style-type: none">) An update on the maintenance progress and discussion on action to be taken in respect to recent reports on the four site zones provided by the four Executive Committee teams.) Discuss introducing Dropbox for landscaping maintenance report and images. 	The Managing Agent write letters to those residents that have been failing to maintain their verges to the standard required.	ALL	16 Nov 16
6.3 62 Gubbuteh Road on-Going Site Maintenance: An update on maintenance progress and discussion on protocol to maintain the area.	<p>The Managing Agent was instructed to write the Managing Agent of the Neighbourhood Association of which 62 Gubbuteh Road is a member requesting information on regular maintenance. Should this not be forthcoming the Managing Agent will draft a regular maintenance schedule with the intention of carrying out the work and billing the Neighbourhood Association. Invoice to include an admin fee</p> <p>Susan Graham to make contact with neighbour in that NA who may offer to help expedite.</p>	DPS, ALL SG	16 Nov 16
7. TELECOMMUNICATIONS:			
7.1 Pivit/Telecoms: <ul style="list-style-type: none">) Progress on Lawyer arranging a meeting with the Community 	The Community Association's lawyer, Adrian Mueller from Muellers has asked Urban Growth	DPS, SG	

<p>Association and Urban Growth.</p> <p>) Progress on acquiring an unredacted copy of the Network Management Services Agreement from Urban Growth.</p> <p>) Discuss pros and cons of the Community Association potentially taking over the management and becoming Principal as named in the NMSA.</p>	<p>for a copy of the unredacted copy of the agreement.</p> <p>The general feeling of the Executive Committee was that it would not be in the best interest of the Community Association to enter into an agreement with Pivit.</p>		
<p>7.2 Telstra/Telecoms:</p> <p>) An update on the Telstra matter.</p>	<p>There have currently been two strata schemes that have had Telstra NBN ready cabling installed and a further six have indicated that they have accepted quotes for the installation. There has been disappointment that smaller lots being Neighbourhood Association and individual houses seem to have a very low priority for Telstra installation with costs in the short term to be higher than expected. The Managing Agent is to write a further letter to lots reminding them of this opportunity.</p>	MO	16 Nov 16
<p>8. <u>STRATEGY FOR EXPANDING EXECUTIVE COMMITTEE:</u></p>			
<p>Resolved that the Executive Committee discuss how to remind Managing Agents to encourage the Executive Committee of their strata scheme or Neighbourhood Association to nominate someone to join the Community Association Executive Committee.</p>	<p>The Executive Committee welcomes further participation from members of the Community Association and wishes to increase the numbers of the Executive Committee which currently can be determined at nine at the next annual general meeting. Mick Joyce and Peter Wood have indicated their desire to be elected to the Executive Committee.</p> <p>Managing agent to email all managing agents reminding them to encourage someone from their strata scheme or neighbourhood association to nominate. And the process required to do so.</p>	ALL DPS	 16 Nov 16
<p>9. <u>SCHEDULE OF FUTURE MEETINGS:</u></p>			
<p>Next Meeting Date</p>	<p>Deadline to have motions Submitted for inclusion on next meeting agenda.</p>	<p>Date at which Agenda will be Circulated to Executive Committee and proprietors.</p>	
<p>13 December 2016 (annual general meeting)</p>	<p>4 Weeks prior to the date of the meeting.</p>	<p>No later than 3 weeks prior to the meeting.</p>	

CLOSURE:

The chairperson declared the meeting closed at

CHAIRPERSON

DATE

Reference to a Section or Clause

In these minutes, a reference to a section or clause means that section or clause in the Community Land Management Act 1989 unless otherwise stated and a reference to a Regulation means that Regulation in the Community Land Management Regulation 2007.