ALTAIR

Strata Plan 64622
EXECUTIVE COMMITTEE MEETING
Wednesday 20 October 2010, Elan meeting room 19h00

Attendance: Ralf Harding (Chair), John Anderson, Richard Beck (Treasurer), Michael Meredith, Cecile Modolo, Deborah Moore, Gavin Napier, Tim Trollip (Secretary) and David Stanger (Building Manager)
Apologies: Louise Mylott and Eric Francis of Francis Management
Guests: No guests attended.

Minutes of Last Meeting:

The Minutes of the last meeting were accepted.

Matters arising:

Hampton Court has been granted permission to proceed with their DA with certain conditions relating largely to controlling noise from air conditioning plant etc. Hopefully our correspondence had some impact.

Correspondence

No new correspondence received.

Finance update

The Treasurer's Report had been made available to the EC and is available upon request to any owner.
We are positive from both a cash and accrual basis.
We have now paid most of the defects bills. We remain 'on-budget' but as always forecast our cash-flow is very tight for the Oct-Dec quarter. This is exacerbated by

a) The need to replace a boiler ($35k) unbudgeted - covered later in these minutes,
b) Some owners being approx $50k in arrears on their August levies and
c) Our cash-flow predictions relying on all levies (especially the November levies which owners will shortly receive) being paid promptly.

Agreed to write to all owners stressing the importance of paying levies promptly.

Update on repairs/defects.

a. All Buildcorp work including – Cavity walls, Car park cracks, Car park Louvres, Planter box, Store-room, Foyer Doors, Spa Pool, Swimming Pool/Paddling Pool - Finished.
b. Pool grass, Shrubs, Foyer floor polishing, Podium Tiles water-blasting – Finished.
c. Ceilings: Approx 10 currently being finished. 10 to go?
d. Balustrades and balcony doors: About 90% done. New door locks sourced and delivered. Retail lot included in project. All work scheduled for completion in November weather permitting.

A programme is in place to give owners/tenants notice of approximate dates of work on their apartment. Occupiers need to make arrangements for their pot plants and furniture on balconies, pets also on the days tradesmen are working on their apartments. Occupiers are requested to be as flexible as possible regarding access arrangements and regarding timing and dates. Noted that it was IMPORTANT for residents to move pot plants etc from balconies as these cause can considerable inconvenience and time delays.

Defects liability period is running and residents are asked to report any leaks or other problems to the Building Manager. Do not suffer in silence!!!

Weekly meetings of the Building Manager, David Stanger, and the 3 office bearers, Ralf, Chair, Tim, Secretary and Richard, Treasurer continue to monitor progress and to deal with other routine building matters.

Acoustic Testing Floors

David liaising with Renzo Tonin to action testing programme.

By-laws

Have received first draft from our specialist strata lawyer which requires further review and consultation as a recent case has impacted the proposed solution for renovations.

Building Issues

David Stanger gave his Building Manager's report (attached).

Hot water system

Recent various problems have been experienced with different components of our boilers resulting in some urgent issues and repairs (both boilers failed for different reasons last Sunday night). It was noted that our boilers are no longer in production and that some parts are almost impossible to source.
Following the recommendation of Francis Management it was agreed to proceed with:
(1) Short term fix of replacing some key components at an anticipated cost of about $2.5k.
(2) Long term solution of replacing one of the boilers with a new Raypac system at a cost of about $31k which will have to be funded out of the sinking fund. Delivery time is approx 5/6 weeks. The replaced boiler will be kept and used for spare parts.

Personnel

Some personnel issues were discussed including appropriate procedures. Agreed that some professional advice be sought (pro bono at this stage). Agreed that a sub-committee of Ralf, Tim, David and Deb should attempt to resolve issues. Noted that this committee would be given some latitude to effect solutions.

Future 'Capital' sinking fund issues

Noted that while we applaud the initiative of previous ECs in commissioning a 10-year plan the existing plan is somewhat generic. Noted that the chair and secretary plan to meet with Francis Management to develop a plan specific to the needs of the Altair post-defects so that we can more effectively budget for the sinking fund to ensure that we are able to fund necessary projects in the future. In this light David Stanger is investigating such issues as:

a) Painting building: Indicative price; when is an optimum time?
b) Lift consultancy on existing contract, any functional issues and any future refurbishment.

Cole's school sport vouchers given to the concierge are donated to our local school - Darlinghurst Primary – thanks for many received. We are still looking for more!

The meeting finished at 19h55.
The next meeting will be held at 19h00 on Wednesday 17 November 2010.