



ALTAIR

Strata Plan 64622

EXECUTIVE COMMITTEE MEETING

Wednesday 20 April 2011, Elan meeting room 19h00

Attendance: Ralf Harding (Chair), John Anderson, Richard Beck (Treasurer), Michael Meredith, Cecile Modolo, Deborah Moore and David Stanger (Building Manager)

Guests: Eric Francis of Francis Management

Apologies: Kathryn Thiel-Sirett, Gavin Napier, Tim Trollip (Secretary)

Minutes of Last Meeting

The Minutes of the last meeting were accepted.

Correspondence

Letter received from Aurecon re a leaks investigation plan resulting from the recent nor-easterly and southerly storms. Matter is covered under 'Repairs' below.

Letter received from Manarest Pty Ltd (proprietors of the Red Snail) requesting further flexibility in paying the outstanding rent/licence fee – currently approx \$6500. Matter is covered under 'Retail Lot' below.

Finance update

The Treasurer's Report had been made available to the EC and is available upon request to any owner.

Budget is 'on track' for year to date (March 31).

Major outstanding levy debt from lot 43 has been paid following sale of the lot, however, **it was noted that other total outstanding levies from the latest quarter were over \$32k and any owners who have not paid are asked to rectify this promptly** or contact the Treasurer, Secretary or Chair to discuss any issues.

Building Issues

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

Key Issues:

- a) Electricity. Forward costs sought from ERM, TRU Energy, AGL and Origin. NB this covers supply not network charges which are largely government driven. Francis Management tabled a competitive analysis and recommended staying with Origin; costs for supply will drop approx 10% under the proposed arrangement. Agreed to proceed with Origin for a further 3 years.
- b) KX Rd Roller Door. Spring needs replacing after approx 5 years. Options are new spring at approx \$2600 which would last around 5 years or direct drive at approx \$7600 which could last 10+ years. As there is no real financial/time benefit with the more expensive direct drive it was agreed to proceed with a replacement spring.
- c) Garbage Chutes. The chutes had not been cleaned since the building was opened, were really dirty and smelly and have now been cleaned. Photographic 'before and after' shots have been posted on all foyer chutes. Building Manager stressed that garbage must be wrapped/bagged before putting in chute, messy stuff should be double-bagged and bags must be tied.

d) Building Manager's printer and front desk fax both 'died'. Replacements have been purchased; printer \$900 and fax \$100.

Weekly meetings of the Building Manager, David Stanger, Ralf (Chair) and Tim (Secretary) deal with on-going building matters.

Repairs

Recent strong winds and rains from the north east and then from the south have caused some leaks. We have asked Aurecon to investigate, particularly in relation with the recent defects work. The affected areas are some lots (63, 93 and 109) in the eastern, south-side wing and the lift machine room roofs. NB: Lots 93, 109 and the lift machine room roof leaks were not part of the original defects work. We have retained Aurecon/Buildcorp on an hourly fee basis to a maximum of \$6k (hopefully less but dependent on what is discovered) to conduct investigative work on lots 63, 93 and 109 and to confirm the suspected issue on the roof of the lift machine room as 'time-worn' roof membranes as a regular maintenance issue. We have noted with Aurecon that lot 63 was part of the original defects work but it remains unclear what the problem is and some selective 'flooding and wall spraying' will be conducted. Some paint blistering has been noted high on the recently painted western 'blue' wall which Buildcorp acknowledges is their responsibility to fix.

Defects liability period is running and residents are asked to report any leaks or other problems to the Building Manager.

10-year plan

a) Lifts.

- i) The work on installing the air-conditioning, rust removal, painting and the water-proofing of the lift machine rooms (apart from the roof membranes in 'Repairs' above) has been largely completed. We are awaiting review and sign-off by JCA lift consultants.
- ii) Kone are investigating the possibility of adjusting the lift controls so that visitor access is not 'wiped' by a resident pressing a lift button before the visitor can register their floor.

b) Roof Car:

The Building Manager is continuing to liaise with various parties re options and should have a recommendation for approval by the May EC meeting. It was agreed that in light of the size of the investment that we should seek an independent consultant to review the proposed plan.

Website

We have had some issues uploading information and editing with the existing software (consultants have investigated and 'given up' – at no cost). It was agreed that an operating website was important as a promotional tool and to a lesser extent as a owners communication tool and that Ralf/Tim should continue to pursue other effective but inexpensive options.

Personal Trainers

Complaint received from owner resident re 'boxing' and 'boot camp' training noise from personal trainers using the podium space. Agreed that we should continue to allow personal trainers (while training residents) to operate in the gym and to use the podium for general quiet work-out activities on a trial basis but NOT for 'boxing' and that trainers be advised that shouting encouragement or running noisy 'boot camp' type programmes is unacceptable, specifically on the podium, but anywhere that interferes with the residents 'quiet enjoyment of their lot'. Ralf/Building Manager to organize appropriate communication with personal trainers active in the building and signage in the gyms.

Retail Lot

Following receipt of a letter from the proprietors of the Red Snail requesting a delay in paying the outstanding license fee/rent it was noted that they were already approaching \$6500 in arrears. A draft letter was tabled to Red Snail advising that the outstanding amount would be deducted from the existing security bond of \$10,000 and requiring that the security bond be restored to the agreed \$10,000 level. Agreed that the letter be sent.

AOB

Local Chair Forum. Ralf reported on a positive first meeting with the Chairs of Elan, Horizon, Encore and Gazebo to discuss common issues. It has been agreed to meet bi-monthly and to start sharing data to aid with benchmarking some costs/activities noting that there is seldom a direct 'apples with apples' comparison.

The meeting finished at 19h40.

The next meeting will be held at 19h00 on Wednesday 18 May 2011.