



EXECUTIVE COMMITTEE MINUTES
Wednesday May 20, 2015, Altair EC Meeting Room. 1830

Attendance: Ralf Harding (Chair), Michael Meredith (Secretary), Michael Cluff, Luisa Liotta, Deb Moore, David Mackinnon.
Mario Caruana (Building Manager)

Guests: None

Apologies: Paddy Conroy (proxy to Deb), Chris Gardener, Anna Shepherd

Minutes of Last Meeting Accepted

Matters Arising:

Building Signage

Following the last (April) meeting the Chair has corresponded with Ian Moore, the Altair architect, regarding options for strengthening street signage. Ian has advised that the original plan was to have the Altair logo in '3D' rather than flat but this was rejected by the developers and suggests that the logo (from his perspective preferably in 3D) be positioned by the "3" at the front door. EC agreed that we take this on advisement and review when we have completed (and paid for) the Painting of the Façade and the leaking issues associated with the April storm.

Correspondence:

NBN. E-mail from an owner, George Sirett, querying why the EC has not held an e-mail poll with Owners asking whether they wish to have a special levy to fund the wiring of fibre directly to each apartment (approx. \$140k) rather than fibre to the basement and copper to the apartment (no wiring cost).

Building Manager has responded noting that previously reported expert advice is that there would probably be negligible difference between the speed experienced via fibre to the apartment versus fibre to the basement and then copper to the apartment; and reiterating the EC position, as detailed in the April minutes, to 'wait and see' how the new service works before making any other decisions.

Finance. E-mail from an owner, Kerry Ford, suggesting that the EC consider including a summary of the monthly (or quarterly) finance data in the minutes – see Finance following.

Leak(s). E-mail chain between an owner, Viviane Schmitzer, and the Chair regarding leaks and carpet damage reportedly resulting from the April storm – see Storm/Leaks following.

Finance Report

The financial summary gives the impression that we are well under budget, largely because we

a) Use cash not accrual accounting and

b) We have yet to commence the major cost of Painting the Façade.

We are, in fact, very slightly over budget YTD (nothing of concern). We are carefully monitoring expenditure as our annual projections, which include the major expenditure of Painting the Façade, suggest a 'tight' year and we have issues relating to the April storm.

A copy of the Finance Summary is available to any owner on request from the Building Manager.

The EC has been sent a sample set of minutes incorporating some financial data - as suggested by an owner – see Correspondence. This issue was discussed and it was noted that there were 'pros and cons' to including the numbers.

Pros: Apparent transparency

Cons:

- a) Because we employ cash accounting; and collect revenue quarterly but spend money daily/weekly/monthly, Altair's accounts never directly 'match' up; i.e. the numbers may be accurate (and we have no reason to think that they are not) but equally may not necessarily be a true reflection of our actual position. Even our official AGM year-end position is a hybrid guesstimate of cash and accrual accounting – albeit subject to professional audit.

NB. Because of the above we rely on SC (cash accounting accuracy) and FM (current and future costs projection plus overall budget overview) vetting the numbers and 'certifying' whether we are 'on budget' or not - which, to date, has worked well.

- b) The (arguably potentially misleading) financial data will become 'public'...as part of the minutes posted on our website and consequently the internet.

A Financial Summary has been noted in the minutes for roughly the last 5 years as being available to all owners on request and to the best of our knowledge has never once been asked for by an owner.

EC agreed to retain the status quo of no accounting numbers in the minutes but continuing to make a financial summary available to Owners on request.

Building Manager's Report: Attached

Key issues arising:

Storm/Leaks

During April Altair was hit by unusual storm conditions. The storm caused such widespread damage that National Disaster Relief was declared in parts of NSW (including suburbs of Sydney) and parts of Queensland. Around 15 apartments in Altair (all in the 'blue bits' on the southern side of Altair and principally affected on their east side) suffered storm related leakage.

The EC acknowledges that all incidents are in some way different but advises that owners should note that, as a general rule, the Owners Corporation is responsible for structural issues and that lot owners (and their insurance company) are responsible for any damage caused by water incursion.

It is notoriously difficult to isolate where leaks are coming from and remedies are often a matter of trial and error with the outcome not determinable until the next similar storm strikes. Nevertheless we suspect that the leaks may have a range of causes:

- a) A crack and paint bubbling appears to have emerged on the western (blue) façade.
- b) A number of windows may have faulty seals.
- c) There is an issue with the water-proofing of the plant-room on level 20 at the western end. We repaired a similar problem in the eastern plant-room a while ago.
- d) There is some individual level foyer leakage emanating through the ventilation louvres from the unusual nature of the storm which it is unlikely that we can resolve...and unlikely that we will normally experience.

Abseilers have examined the east and west facades of the 'blue bits' to try to isolate the 'wall' leaks and help determine what might be the most effective remedies. We have executed most repairs (one to go) to 'wall' leaks and window seals but there are no guarantees that this will be successful in every instance. Equally there is reportedly a low likelihood that we will experience a similar storm in the near future.

Lift Issues.

There have been issues recently with lifts.

- a) An owner has verbally advised the Building Manager that their partner was trapped in a lift on the east side for a short period, asked that this be brought to the attention of the EC and enquired as to how this might have happened. The Building Manager has responded that maintenance was being carried out on east lift number one and that the works apparently triggered a reaction in east lift number two. Kone have advised that they were unaware that the works might affect lift two and are still unsure why this occurred (on a number of occasions within a short period). Kone apologise for any inconvenience and note that building management could not have been aware in advance of this potential incident as Kone themselves did not anticipate it and accordingly did not warn building management. This issue is being addressed but there is no obvious answer to date.
- b) West lift number three has been behaving erratically but the issue seems to have been resolved.

Renovations

The Building Manager has advised that a request for renovations has been received from the owners of 1901, Tony and Camilla Gill. 1901 proposes erecting retractable awnings over parts of the extended balcony space – north and west facing. The

awnings have been prescribed by Ian Moore. The awnings will be the same colour (grey) as the other existing Altair awning and the awnings will be contained within the balustrades; i.e. not protrude over the edge of the building. The owners of 1901 have been advised that they will need to have appropriate professional documentation including an engineer's report, a Deed of Indemnity and a by-law passed by the Owners at a General Meeting.

The BM advised that he intends to approve these works subject to EC ratification. EC agreed to defer ratification of approval of these renovations by the BM until the next EC meeting to allow any Owner feedback.

Updates

Retail Lot

StrataChoice have confirmed that the paperwork finalising the transfer of ownership has now gone through. The Building Manager has received a security deposit to allow works previously approved by the Building Manager to progress. NB. Any air-conditioning will require Owner approval at a General Meeting.

Internet/NBN

Independent electricity, paid for by the NBN, has now been routed to the MDF room to connect with the NBN 'box'. We await advice that Altair is 'NBN-ready'. Owners will be directly advised by NBN when this occurs.

When this occurs Owners will probably have two choices:

- a) Do nothing and the service will continue as is.
- b) If owners/residents wish to avail themselves of the optimum speed they will need to contact their ISP and advise them that they are now *NBN-ready*. The ISP will advise them of next steps. This will likely involve upgrading their router to VDSL.

Owners should be aware, nonetheless, that sometime in the future (possibly 18 months to 3 years away) all internet subscribers may be required to convert their router to VDSL. Most residents will currently have ADSL or ADSL2 routers which may become obsolete at that time.

Painting the Façade

The contract has been signed by our Strata Manager. Work is currently scheduled to commence in June. Owners/residents will be advised progressively by the Building Manager when and if they need to do anything relating to their apartment in association with this project. Owners and residents should be aware that contractors will access their balconies from the exterior (via abseiling) to wash, prepare/repair where necessary and paint their balcony surrounds, soffits etc. Owners are reminded that their balcony surfaces are common property.

We have ascertained that painting the reveals on the 'blue bits' should be ideally be addressed in the next 5 years. This work can be handled as a separate 'stand-alone' job with no penalty cost. There are no cost-efficiencies to be gained by doing the reveals at the same time as the total façade project.

EC agreed to take no further action re 'reveals' until we see how the Painting the Façade project and associated costs progresses.

Concierges

- a) The contract with A Class Concierges had been previously circulated to the EC. It was agreed that the contract should be signed by our Strata Manager.
- b) The Building Manager, in association with A Class, has been asked to review our various concierge-related audits and protocols. A summary of the logs and audits has previously been circulated to the EC. These procedures will be actively managed by A Class and monitored by the Building Manager. A variance analysis will be added to the Building Managers Report for EC scrutiny.

Garbage/Plastic Bags

Following discussions with the City of Sydney we are advised that **plastic bags in the re-cycling garbage** create real problems at the processing plant. Accordingly Owners and residents should note that:

- a) **Plastic bags CANNOT go in the yellow re-cycling bins.** This includes empty plastic bags and plastic bags containing garbage.
- b) There is a special bin in the garbage area for EMPTY plastic bags. EC agreed that this bin be more prominently marked in say pink '*for plastic bags*'. **Pink is for Plastic.**
- c) If you take your garbage to the re-cycling room in a plastic bag then please empty the garbage into the bin and put the plastic bag in the dedicated Pink is for Plastic bag bin.
- d) Garbage which goes 'down the chute' is **NOT re-cycled**; it goes into landfill and accordingly may be in a plastic bag or even double-bagged. Double-bagging is better for our internal chute system but probably not for the planet. Up to individual owners.

EC agreed to appropriate signage in the lifts to promote this issue.

1802/Air Conditioning.

It has come to the attention of the EC that an extra air-conditioning unit exists in apartment 1802 (apparently servicing the main bedroom). The EC is advised that the extra unit has been in place since 2009.

We have taken advice from our Strata Manager and Grace Lawyers regarding this matter.

It is noted that 1802 is one of the apartments allowed air-conditioning in accordance with the original developer by-laws (albeit not in this form) and that an action regarding the potential installation of such a unit at CTTT (now NCAT) in approx. 2008/9 was dismissed. It is further noted that the existing air-conditioning unit could potentially have been legally extended to cover the bedroom(s) but that Altair's construction limitations prevented that.

It is noted that the extra A/C unit has not been approved and does not comply with existing by-laws but that arguments may exist that it might have complied at the time of installation.

Following advice the EC acknowledges the existence of the A/C unit without approving its installation.

It is further noted that by-law 5.2(k) which was passed by the Owners at a General Meeting subsequent to 2009 specifically prohibits the installation of any air-conditioning units in any apartment including extra air-conditioning units in the previously allowed and designated apartments on the 17th, 18th and 19th floors.

Building Management

Altair's contract with Francis Management has its roll-over in May. In keeping with the terms of the contract the annual fee has gone up by the rate of inflation, which has been agreed at 1.6%, to approx. \$155,500p.a. EC ratified this roll-over.

Meeting closed at 1915

Next EC Meeting Wednesday June 24