

Minutes of Association Committee Meeting
Held on Tuesday 13 December 2022 at 6.30pm

Present	P Sheldon, B Vespa, J Olander, G Patterson; D May; J Robertson; S Johnson
In Attendance	M Bird (Lindsay); S Attwooll (Elizabeth); D Tuskan (Premier Strata Management)
Apologies	
Chairman	P Sheldon
Quorum	It was noted that a quorum was present.
Minutes	It was RESOLVED that the Minutes of the Association Committee meeting held on 10 October 2022 be confirmed and adopted.
Financials	Current Funds: As at 2 December 2022 funds balance was \$305,029.74, comprising \$70,778.29 Administrative Fund and \$234,251.45 Capital Works Fund.
Election of Office Bearers	Chairman: P Sheldon Secretary: J Robertson Treasurer: G Patterson
Association Committee Vacancy	In terms of Part 3, Division 1, Section 38 (2) of the Community Land Management Act 2021, Committee acknowledged the vacant position on the Association committee, based on the AGM. Applicants need to apply in writing for consideration by committee.

Correspondence

Safety – steps and hand rails	Committee will undertake an audit of steps and handrails throughout the complex to determine potential needs for additional handrails or where landscaping may need to be modified around step areas. Members will report audit to committee with needs and recommendations to be considered.
Phillip’s Landing website	JMR have as yet provided a proposal for the new Phillip’s Landing website. S Johnson to follow this up.
Security Patrols	BNP Security Protective Services had commenced patrolling the Community Association areas on 1 October 2022. Agreement is for a twelve-month period. Three daily random patrols between 6am and midday, midday and 6pm, and 6pm and 6am. Signage has been installed around the Community facilities. Historically, the Community has had issues with noise and other improper behaviour by persons, especially using the swimming pools during the warmer months of the year. Engagement of a security service is to counteract any such behaviour and have recently reported same. Parking on Governors Drive is being monitored and reported to support further action by the Committee with repeat offenders.

Abloy security key system	As the current Abloy keying system becomes obsolete, the committee will investigate current alternatives available for the complex. Locksmith, Integrity Security, will be invited to attend at the next committee meeting.
CA lighting survey	<p>Conducted by the committee member, J Olander, the survey covered all the Community light fittings, including the tall street lights that are serviced by Ausgrid. J.O. will approach Ausgrid regarding options for “street” lights with preference to match light head as per tennis court area and possible relocation of some poles.</p> <p>The committee agreed that all light globes in the grounds (poles and bollards) should have a consistent lighting colour. Members will discuss further with J Olander the best option of globe type and choice of colour before purchasing a supply of globes.</p> <p>The cleaning contractor to replace globes where required.</p>
Parking	David Tuscan to Follow up with City of Canada Bay to enable preparation of a proposal to council for Council rangers to patrol the Community parking bays.

Maintenance of Community Property

Timber bridge repair/replacement	Scope of works provided by Noviiion Engineering along with management of the project work for duration of the project was accepted. Tender from Structural Building Management (SBM) was accepted to remove the timber bridge for detailed inspection of the sub-strata by the engineer – cost \$15,388 plus gst. A workorder was submitted early October. Noviiion is waiting for SBM to provide a signed copy of the contract prior to advising commencement date. A workorder for interim measures to maintain safety of loose planks has been issued to Harrison Group with request for action before Christmas
Golden Grove building – fence replacement	Quote from Affordable Building was approved for replacement and painting – cost \$12,800 plus gst.
Sauna repairs	Additional quotes requested were not received by the time of this meeting. DT to follow up early in the new year.
Architectural and Landscaping Standards and Building Codes	Strata plans, collectively, and some individual lot owners have provided input/responses to the draft Architectural and Landscaping report. The committee had determined to elect a sub-committee to collate the information received and to map future process. Elected members are: G Patterson, J Olander, S Johnson, M Kennedy and P Sheldon.

Gardening

Report from the Gardening Sub-committee	<p>List of proposed landscaping improvement projects is attached. The sub committee will review early in the new year and submit a job list for approval so quotes can be secured for landscaping works.</p> <p>Neighbour request (245 Burwood Rd) for further reduction of PL gum tree. Letter to be sent requesting they provide evidence with explanation to evidence their concerns. Concerns by Hunter of tree branch overhang are being followed up.</p>
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Next Meeting	The Committee meeting will be held on Tuesday 14 February 2023, commencing at 6.30pm.
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Closure - The meeting closed at 8.25pm.

