

**Minutes of Executive Committee Meeting**  
**Held on Thursday 5 September 2019 at 7.30pm**

<b>Present</b>	Oliver, B Vespa, G Patterson, M Kennedy, P Sheldon, S Hillier
<b>In Attendance</b>	B & G Creech (Scarborough); D Tuskan (Premier Strata Management)
<b>Apologies</b>	
<b>Chairman</b>	Oliver
<b>Quorum</b>	It was noted that a quorum was present.
<b>Minutes</b>	It was RESOLVED that the Minutes of the Executive Committee meeting held on 11 June 2019 be confirmed and adopted.
<b>Financials</b>	<b>Current Funds:</b> As at 22 August 2019 funds balance was \$335,442.69, comprising \$90,766.97 Administrative Fund and \$244,675.72 Capital Works Fund. The committee has approved an increase in the community association budget of 2.0 per cent to be presented at the AGM.

**Correspondence**

<b>Lawson (SP 52390) – Exhaust Vent</b>	Lot 9 – application for installation of an external exhaust vent was approved.
<b>NBN installation</b>	NBN installation details have not been made available. Follow up with NBN relating to location and technology to be delivered to the complex.

**Maintenance of Community Property**

<b>Garden Shed</b>	The garden shed has been erected. The contractor is to attend to a few minor adjustments prior to the final payment being released.
<b>Captain’s Club Room Repairs</b>	Two quotes were presented at the meeting. The committee has requested a third quote.
<b>Cleaning and Maintenance</b>	The cleaning contractor to clean the garden lights on a regular basis and to replace globes on garden lights as required.
<b>Parking</b>	The chairman will contact Burwood Police to discuss patrol attendance at the Phillip’s Landing complex when request/report is made by residents regarding motor vehicles parked on the roadways and vehicles obstructing traffic. The committee will provide a brief for a solicitor to provide advice/options available in controlling illegal parking.

### **Gardening**

<b>Report from the Gardening Sub-committee</b>	The gardening committee was presented at the meeting (attached). Approval to engage an arborist to assess two infested trees prior to removal was granted. CPI increase in the gardener's fee was approved.
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### **General**

<b>Next Meeting</b>	The next Executive Committee meeting will be held on Monday 25 November 2019, immediately after the AGM. The AGM will commence at 7.00pm.
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### **Closure**

The meeting closed at 9.20pm.