

**UP 3259 CAPITAL HILL APARTMENTS**  
**EXECUTIVE COMMITTEE MEETING No 88**  
**8<sup>th</sup> May, 2017**  
**Minutes**

**Venue:** Apartment 115/21

**Present:** David Campbell (DC), Chairman & Secretary, 205/19; Peter Ford (PF), Treasurer, 115/21.

**Apology:** Terry Gassner (TG), 12/19; Horace Saducas (HS), 118/23.

**1. WHS Matters.**

No incidents were reported during the past month. However, when RAS were re-certifying our roof anchors on 20<sup>th</sup> April, it was noticed that some under the soffits were loose and that these posed a potential danger to persons standing beneath them. Rope Access Engineering has been tasked to effect repairs and should carry these out on 12<sup>th</sup> May.

Smoke alarms in the roof spaces of each building need to be replaced and our electrician will attend to these this coming week.

**2. Treasurer's Report.**

The Committee considered the Monthly Report as at 30th April, 2017. Funds on hand are:

Administrative Fund	\$210,445.56
Sinking Fund	\$44,887.22
Total	\$255,332.78

Levies in arrears have shrunk to \$571.07. Pro rata expenditure from the Admin Fund stands at 83%. A couple of Cheques Drawn and EFT's are to be queried.

**Action: PF**

Our term deposit of \$101,361.10 is due for renewal on 13<sup>th</sup> May. A decision on this is pending the outcome of the EGM on solar panels on 10<sup>th</sup> May. **Action: PF**

**3. Landscape Report.**

The damaged lawn in front of Building 23 has been repaired.

*Azalea* Red Wing replacements have been planted. The *Pieris* Christmas Cheers are still awaited. Pruning of the Crimson Sentries and Chanticleers will take place this coming week. Other landscaping work includes trimming the over-growth on the Melbourne Avenue footpath and removing/replacing the dead foliage outside the door of Building 17.

Infestation in the balconies' and ground level planter boxes of jasmine by lerp insects has been noticed. Advice about treating these bugs with Yates Pest Oil has been placed on the web site and on lift & door notices and the owners of the 20 apartments directly concerned have been separately advised. This is a serious matter: if not arrested, entire planter boxes of jasmine can be destroyed. Cascading jasmine over the State Circle balconies is an attractive feature of the Apartments. **Action: DC, MA**

4. **Remedial Insurance Work.**  
The cracking in the western parapet wall between Buildings 17 and 19 was repaired under Remedial's warranty on 6<sup>th</sup>/7<sup>th</sup> May.
5. **Correspondence.**  
Welcome letters were sent to the new tenants in 8/17, 15/19 and 16/19 and to the owners in 119/23 and 31/23. Correspondence during the period was of a routine nature and included letters to owners about barking dogs and oil leaks from cars in the basement.
6. **Web Site and Lift Notices.**  
Items in News on our web site have been posted and lift & door notices routinely turned over.  
April saw a gratifying 294 visitors to our web site including:
  - 11 hits to the Owners Area
  - 7 to News pages
  - 1 to Information page
  - 13 to Community Notice Board
  - 7 to History page
  - 6 Moving in and Out
  - 3 Photo gallery
7. **Business Arising from Previous Minutes.**
  - a. **Current Repairs.**  
Work on the water ingress problems of apartment 208/21 continues. A new leak in 23/21 is being investigated.  
**Action: MA**
  - b. **Power Failures**  
Our insurer, CHU, refused our claim for the failed Foxtel box following January's storm. We have appealed this and await the outcome. **Action: MA**
  - c. **Security System**  
The uninterruptible power supply to the security computer was replaced on 7<sup>th</sup> April.
  - d. **Sump Pumps**  
QMax repaired the sump pumps of Buildings 17 and 21 during the month. The systems are showing signs of their age and more such problems can be anticipated. Indeed, #17 failed again last weekend; its four switches were replaced on 8<sup>th</sup> May.
8. **Next Meeting:** 5th June, 2017 in Apartment 205/19.

D.J. Campbell  
Chairman

8<sup>th</sup> May, 2017