

Capital Hill Apartments
Executive Committee (ExCom) Meeting 16 (5 Jul 2010)

Held at 6:00 PM 5 Jul 2010 in Apartment 207/21

Attendees: David Campbell (205/19), Debra Northover (201/17), Malcolm Gray (Proxy 203/17) Horace Saducas (118/23), Gunnar Sirel (28/23), Shelley Thomson (101/17), Gaye McDermott (207/21)

Apologies: Marilyn Jessop (203/17), Glenn Ashe (5/17).

Minutes: Rob Northover (201/17)

David welcomed attendees and opened the meeting advising that Gavan McArdle had sold his Capital Hill apartment and had subsequently resigned from the Executive Committee. The Committee accepted his resignation with regret and expressed their appreciation for his contribution, together with their best wishes for his future.

1. Treasurer's Report

Horace presented his Treasurer's report stating that all accounts were tracking well (pro rata) with one outstanding invoice (general maint – lift swipe issue) being expected next month. He also advised that the Admin fund was in surplus (\$77.5k) and the Term Deposit was in good condition (\$161k).

David suggested that a specific budget agenda item be identified for the Aug ExCom meeting. Horace was hopeful that the new managing agent (MA) resource (Lyn Dunne) would be able to provide the necessary assistance to track spending against actual invoices. It was noted that the Committee should begin work on the 2010/11 budget within the month is the AGM deadline were to be met. Horace to follow up.

2. Revised Articles

The draft revised articles were examined and discussed at length. David undertook to include all the agreed amendments for the Committee's further consideration as soon as possible. The MA was yet to provide input from his extensive experience in this area and David would seek his advice at a meeting scheduled for 6 July.

3. Sinking Fund Progress

Gunnar and Horace had met with Donald, Cant, Watts, Cork Pty Ltd with good results. They indicated that they were willing to meet with the ExCom and present at the next AGM if requested. Horace shall provide the requisite technical data to the contractor by the end of July with a scheduled inspection and a draft sinking fund within one month. David urged that the technical data being provided was not too detailed given that we were seeking broad estimates and not wanting to be overburdened with "programmatically specificities".

4. Bird Eradication Progress

David advised that he has, in consultation with the MA, investigated the options associated with eradicating (chemical treatment) or deterring (physical barriers i.e. spikes/wires) the pigeons. The physical treatment is quite expensive and would be a significant cost given the lineal metres required for the complex.

The chemical alternative provided by Australian Pest Bird Management was also investigated with the following findings:

- a. Treatment was stated to be effective in the control of pigeons and starlings etc and not a threat to native birds.
- b. It would appear that the contractor had a proven track record and significant market share in the A.C.T.
- c. Costs varied from \$4,000 (Ex GST) for one year to \$14,000 for five years. This pricing did not include the cost of specialised equipment (if required) such as scaffolding, cherry picker etc.

David undertook to seek clarification regarding unanswered questions and follow up with the MA at the meeting of 6 July. To be discussed and considered at the next ExCom meeting - if not beforehand out of session.

5. Review of Action Items

The open action items were reviewed and the attached table amended to reflect the changes.

David advised that we had joined the Owner's Corporation Network, ACT, and would seek reimbursement of \$78 costs from the MA. He would also provide ExCom members with Username and Password details for the website via e-mail.

Date, time and place of next meeting.

It was agreed to conduct the next meeting in David's apartment (205/19) at 6:00 pm on Monday 2 Aug 2010.

The Meeting concluded at 8:30 pm

Approved

David Campbell
Chairman
6July, 2010

Table 1. Summary of Open Actions

002/05	Investigate cost benefit of using LED lamps over fluoro replacement over existing halogen lighting for common areas. Investigate costs associated with replacing fluoro light fittings (on failure) in basement with a more cost effective solution	Horace & David	Ongoing (Nov 2010)	Open
011/01	David to discuss formal financial delegation for the MA to engage non-routine repairs	David	TBA	Open
012/01	Visitor Parking liaise with the MA to seek guidance on what authority the ExCom has	David	TBA	Open
012/02	Source potential suppliers of “Cat’s eyes” lamps	Horace & Shelley	Ongoing	Open
13/02	Progress Capital Hill 10 Year Plan	Gunnar	Ongoing	Open
13/03	Seek guidance from the MA regarding current bird deterrent practices.	David	TBA	Open
14/03	Horace to investigate and progress the discovery of nine defects with the security doors in the basement	Horace	TBA	Open