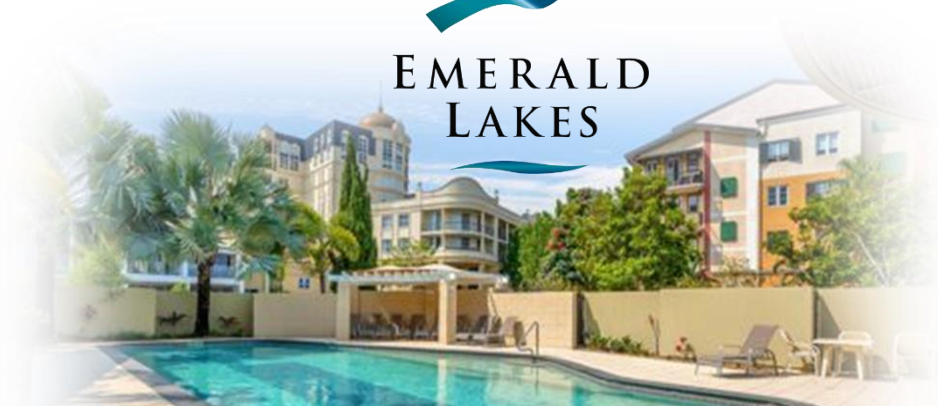


The Body Corporate for



EMERALD
LAKES

A photograph of a swimming pool with a curved edge, surrounded by a paved deck. In the background, there are multi-story apartment buildings with balconies, palm trees, and other tropical vegetation under a clear sky.

THE QUAYS

Minutes of Committee Meeting

Thursday, 17 February 2022 at 5.30pm in The Community Room

ATTENDANCE

Committee: Darren McLean (Chair/Treasurer); Jock Alexander (Secretary); Margaret Comber; Chris Mathew; Kay Glover; Fiona Day; Greg Norris; Mike Murray (BCM); Jess and Ben Christiansen (Caretakers).

Others in Attendance:

John Mandile; Andy Doves; Sue Doves; Clive Dryden; Doug Henderson.

Apologies: Lorraine Newlyn

OPEN

Noting all Committee members in attendance attained a quorum, the Chair declared the meeting open at 5:30 pm.

CONFIRMATION OF MINUTES

Previous Committee meeting Minutes

Resolved that minutes of the previous committee meeting held 14 December 2021 be accepted.

YES 7, NO 0, ABSTAIN 0

Voting Outside of Committee Meeting to Ratify

Nil to record.

MATTERS ARISING

Roof Repair Works

West to West is progressing well through the works and have identified some additional works that warrant attention while onsite. Quote received from West to West for additional roof works were considered.

The 12 buildings with leaks are having the required works done as approved at the recent EGM. Additionally 3013 had a leak in December so this will be inspected and quoted separately. It was confirmed that inspections revealed an additional 3 with cracked poly carbonate sheeting. Quotes were received for 3041 Everglades (6x 3LM) and 3055 Quay South (1 x 3LM) in the amounts of \$3603 and \$1089 respectively, however the committee requested caretakers to source additional quotes.

Cladding Compliance (Part 3) – Status of DMA Engineers

Ben reported dealings with Arthur of DMA are progressing well. While 90% of inspected materials are confirmed a few remaining are yet to be verified by a licenced builder. These include -

- weatherboard above the garage at 3054
- timber structure at back of 3059
- roofing panels on ceiling at 3055
- some building surrounds at Quay North

It needs to be determined if certain painted decorative features are polystyrene, heeble block or something else. Caretakers to source quotes for licenced builder to conduct inspection and verify materials.

BCM will submit the Form 31 extension of time request to the QBCC.

Central Place tiling to stairs

Central Place tiling of stairs is scheduled for 28 February. Caretakers reported all affected residents have received notice and further updates are in caretakers report.

Leaking garage walls/ceiling in Quay North (3308, 3314, 3207)

Update in caretakers report

Timber pergolas at Quay South

Works have recently been completed and painted. Committee members commented that the contractor has done a great job and that the pergolas repaired now look satisfactory.

FINANCIALS

The Treasurer reported current balances of \$63,000 in the admin fund and \$705,000 in the sinking fund providing a total equity of \$768,000.

It was noted that water reimbursement for 6 months was yet to be received.

The sinking fund was still \$90,000 under budget with roof repairs which look to be completed on track and on budget within this financial year.

Further cost to potentially be incurred this financial year include roof cleaning of 10 buildings (\$25,000) downpipe spreaders (\$1500).

Members discussed the efficiencies to be realised in have the roof cleaning completed while suitable contractors were on site rather than only that part that fell within budget remaining.

It was resolved to approve pressure washing of rooves of 5 buildings (18,1,4,10,12) plus the 2 downpipe spreaders at a total cost of \$16,500 +GST.

YES 7, NO 0, ABSTAIN 0

Arrears in the amount of approximately \$10,000 in total were spread across 3 lots (3036, 3048 & 3056).

Lot 3036 had commenced a payment plan and while late with initial payment one has been received. BCM to issue final notice of demand and monitor to ensure arrangement is honoured.

Review of 20/21 accounts. Marg Comber reported the review was ongoing with two accounting firms and there was nil to report to the committee at this stage.

CORRESPONDANCE

Washing on Balconies

Correspondence was received regarding washing on balconies. BCM advised of the difficulty of enforcing such by-laws and that the preferred approach would be to firstly notify the offending lot and seek their co-operation in the first instance.

These minutes record the committee approach and that a copy of the by-laws will be included along with these minutes.

Cleaning Lobby spaces in 3108 and 3208 carpets

The caretaker reported these matters have been addressed.

Proper garaging of cars in Quay South

Marg Comber reported that she responded to the correspondence on the 31 January and covered most of the concerns that were predominantly referred to the PBC committee as the appropriate addressee.

There appears to be serial offences of owners failing to properly garage their cars in Quay South Drive.

The issue was considered and determined that if a parked car encroached upon the common property, it should be moved however, if the car was fully contained within exclusive use common property it is not a committee matter.

Barking Dog

The owner of Lot 3036 has been put on notice of the complaint regarding his barking dog. BCM advised the complainant has since provided further evidence in the form of audio recordings spanning three separate periods when the dog as been left unattended and barking on the balcony.

Resolved to issue a formal continuing contravention notice should a further validated complaint be received.

GENERAL BUSINESS

Caretakers Report

It was resolved that the body corporate held no authority to hold any monetary bond for use of the BBQ facility at the pool. The preferred approach is that owners and occupiers adhere to the by-laws and thoroughly clean the BBQ after each use in consideration of their fellow

lot owners. Caretakers undertook to ensure sufficient utensils and cleaning materials on hand for owners use.

New pool depth signs have been delivered and installed.

Quay South's side gate to the pool was not locking correctly so the lock has been replaced.

3061 has reported that the left front roller door is not opening. The door requires a new motor, and two quotes were sourced at \$580 and \$720.

The BCM advised that responsibility for the repair lay with the lot owner because the CMS defined certain elements of the buildings as 'Improvements'. Improvements to a lot are the responsibility of each individual lot and the definition of improvement as contained within the CMS clearly includes 'garage roller doors'

Committee members raised that, up until now, the body corporate had always paid for such repairs.

The Chair displayed and read aloud the relevant sections of the CMS and agreed that an objective interpretation made it clear that garage doors were indeed a lot owners' responsibility. Kay Glover undertook to investigate further by thoroughly examining the CMS of both The Quays and the PBC to ascertain if there was any conflicting interpretation.

Annual Pool certification has been completed with only a minor repair being made when on site.

Ben met with Wetfix and National Constructions to inspect sealing on balconies and building perimeters that is beginning to deteriorate on some lots. Quotes provided to replace the silicone perimeter seal were Wetfix \$980+GST and National Construction and Remedial \$1500 +GST.

Resolved to engage Wetfix to replace the perimeter sealing at a cost of \$980 +GST.

YES 7, NO 0, ABSTAIN 0

Monthly inspections of the carpark system in 3208 Central Place have reported the strobe siren is not working and needs replacement and have quote \$400+GST.

Resolved to replace the strobe siren at a cost of \$400 +GST.

YES 7, NO 0, ABSTAIN 0

Quotes were received to clean the carpets at 3108 and 3208 Central Place in the amount of \$440 +GST

Resolved to have Carpet King clean the carpets at a cost of \$440 +GST.

YES 7, NO 0, ABSTAIN 0

Wetfix has installed battering in 3314 and satisfactorily fixed the water ingress issue. No further action.

The Chair invited the Caretakers to formally present to the Committee their request to seek a five-year extension. The Caretakers spoke to the issue for considerable time and provided the committee opportunity to ask questions.

Greg Norris raised concerns that typically when such agreements are extended, the resultant increase in value of the caretaker's asset motivates a prompt sale to maximise the commercial gain.

The BCM confirmed this is likely but whatever the committee decided, owners must be presented with balanced information to allow an informed decision to be made. The BCM offered to circulate some legal opinions sourced via Bugden Allen Lawyers to allow the committee to be independently informed of what would best represent the interests of the body corporate.

The Chair thanked the Caretakers for their notice and advised them the committee would consider further and revert as to whether a motion for the extension would be put forward by the committee at the upcoming AGM.

Pet Requests

No pet requests have been received since the previous meeting.

Termicide Pest Control

The Chair enquired as to whether Termicide were the only contractor ever considered. The caretaker advised that Termicide were the only contractor to have been so engaged since their commencement.

As having completed the works in previous years, it was Termicide who provide the warranty of the service.

Resolved that Termicide be authorised to proceed with the annual inspection at a cost of \$99 per lot.

YES 7, NO 0, ABSTAIN 0

Water leak - Quay North

Caretaker confirmed the leak was identified in the PBC common property infrastructure and was therefore a responsibility of the PBC to maintain and/or repair.

The Quays have received a 'draft invoice' for these works, however, decline it to be a Quays matter. No further action required.

PBC Matters

Committee discussed some issues beginning to arise due to PBC gardening duties requiring greater clarity as there appears no specific schedule of works to follow. It was also noted

that a lack of understanding of the delineation between Quays common property and PBC common property was also creating some confusion.

The Chair invited questions from the floor which raised similar issues regarding unclear responsibilities for cleaning and maintaining waterfront areas of the respective bodies corporate.

Lot Owner Communication – Quays Website

Chris Mathew advised that a Quays website was well underway and will be notified to all owners when released.

MEETING CLOSE

The Chair declared the meeting closed at 7:30 pm.



Mike Murray - BCM

Per: The Secretary, Emerald Lakes – The Quays Committee