

**Phillips Landing Community Association DP No. 270051**  
**247 Burwood Road Concord NSW 2137**  
**Minutes of Executive Committee Meeting**  
**Held Wednesday 23 July 2003**

- Present:** Joe Abate, Dorothea Hasley, Lindsay Roberts, Alan Trafford, Jim Walsh.
- In Attendance:** Anthony Votano & Judy Layt (Premier Strata Management).  
Debra Larizza (Flinders), Kevin Ward (Barrington)  
Part of meeting: Jeff Bromage (Borrowdale), Fiona Layton (Lindsay), Lesley Maguire (Lindsay).
- Chair:** Lindsay Roberts.
- Quorum:** It was noted that a quorum was present.
- Minutes:** It was RESOLVED that the Minutes of the Executive Committee Meeting held 14 May 2003 be confirmed & adopted.
- Judy Layt:** Anthony Votano introduced Judy as our new principal contact with Premier Strata Management. She has been with Premier since February this year & has had over 20 years experience in the industry.
- Vision for Phillips Landing - The Next 10 Years:** Following the presentation of Jeff Bromage it was RESOLVED that a “Standards Sub-Committee” of Jeff Bromage, Debra Larizza & Kevin Ward be formed to develop & make recommendations about standards & specifications for the ongoing development & maintenance of Phillips Landing. Priority to be given to air conditioning, blinds & awnings, security doors & handrails. The first report to be submitted to the exec committee by 31 August 2003 & subsequently the EC to convene an SGM to consider their recommendations.
- Real Estate Signs:** It was RESOLVED that, in order to assist the enforcement of the resolution carried at the 2002 AGM, members advise Premier immediately of any fixed signs erected within the complex.
- By-Law Breaches:** It was RESOLVED that, where possible, the process for handling By-Law breaches should be:
1. The strata representative & another member of the CA approach the offending residents asking them to respect the By-Law(s). If the request is ignored after 14 days -
  2. The strata representative & another member of the CA deliver a letter from our managing agent stating that unless the By-Law(s) is complied with within 14 days legal action will be taken. If the request is ignored after 14 days –
  3. At a duly convened exec committee meeting a resolution be carried instructing our managing agent to issue a Notice to Comply under Section 13A of the Act &, if the By-Law(s) is not complied with within 14 days, to institute Mediation proceedings.
- It was acknowledged that other initial measures, such as the placing of notices on vehicles, may be necessary where illegal parking is concerned.

<b>Request from Elizabeth:</b>	It was RESOLVED: (1) That Premier obtain advice & a quote from CES Electrical to improve the lighting of the steps from the roadway. (2) That Premier obtain a quote for a handrail after a standard is determined. (3) That Joe Abate discuss repairs to the gravel path with the gardening contractors.
<b>Pergola, Unit 5 Borrowdale:</b>	It was RESOLVED that the exec committee favours in principle the design submitted by the owner, Joe Abate, but that the matter needs to be determined at an SGM which is to be called at a date to be set.
<b>Letter from James Pudney (Lawson):</b>	It was RESOLVED that, Premier respond to James' letter of 28/05/03, advising him that the CA does not condone the affixing of unauthorised stickers to vehicles nor does it condone the illegal parking of vehicles.
<b>Shopping Trolleys:</b>	It was REQUESTED that members phone Trolley Tracker on <i>freecall</i> 1800 641 497 when trolleys are found near or within the complex.
<b>Illegal Parking/Noise/Speed, 2 Scarborough:</b>	It was RESOLVED that anyone with evidence should provide details to Premier & that the Owners' Corporation be requested to provide Premier with the name & address of the owner. Premier to then approach the owner to seek their cooperation.
<b>Expenditure – Erection of Signs &amp; Bollard:</b>	It was RESOLVED that the quote from Miami Security for \$2 365.00 be accepted. It was also RESOLVED that this contractor be requested to repair the gate of the western swimming pool at a cost not exceeding \$200.00.
<b>Expenditure – Solar Blanket:</b>	It was RESOLVED that the quote from Thermo Pools for \$5 250.00 be accepted.
<b>Expenditure – Barrington Water Supply:</b>	It was RESOLVED that the quote from Polaris Plumbing at a maximum cost of \$600.00 be accepted to extend the water supply in preparation for irrigation.
<b>Expenditure – Irrigation between Alex &amp; Golden Gve:</b>	It was RESOLVED that the quote from Tony's Gardening & Handyman Service up to a maximum of \$2 100.00 be accepted.
<b>Air Conditioning, 3 Hunter:</b>	It was RESOLVED that Alan Trafford investigate this issue further & report back to the exec committee. (Refer attachment to Premier letter 8 May).
<b>Painting of Perimeter Fence, Wentworth:</b>	It was RESOLVED that Premier ask the Owners' Corporation to obtain a second quote.
<b>Other Open Issues:</b>	It was RESOLVED that other open issues be followed up as per the Open Issues List as at 23 July 2003.
<b>Executive Committee Meetings:</b>	It was NOTED that Executive Committee Meetings for the remainder of the year will be held on: Wednesday 10 September & Wednesday 05 November, in the Captain's Club at 7.00pm. The AGM is scheduled for Monday 24 November.
<b>Closure:</b>	The meeting closed at 11.30pm.