

**Minutes of Executive Committee Meeting
Held on Thursday 28 January 2021 at 6.45pm**

Present	Oliver, B Vespa, G Patterson, M Kennedy, S Hillier
In Attendance	P Sheldon (Wentworth); B & G Cavell (Scarborough); D Tuskan (Premier Strata Management)
Apologies	
Chairman	Oliver
Quorum	It was noted that a quorum was present.
Minutes	It was RESOLVED that the Minutes of the Executive Committee meeting held on 23 November 2020 be confirmed and adopted.
Financials	Current Funds: As at 15 January 2021 funds balance was \$313,435.74, comprising \$114,584.00 Administrative Fund and \$198,851.74 Sinking Fund.

Correspondence

Open Issues	Gym room windows – windows to be cleaned and quotes to be obtained to install blinds and/or awnings over windows facing north to reduce heat and sun glare inside the rooms. Gym equipment – life Fitness to check tags on the electrical gym equipment. Car wash bay – insurance claim lodged to repair impact damage Car wash bay retention pits – clean pits. Road mirrors and signs – repair cracked road mirror. Install new signage on the car wash bay requiring that engines be switched off during washing. Water fountain – quotes to repair peeling paint on the upper water feature.
Termite inspection report	Termite inspection report – inspection conducted on 10 December 2020 found no active termites nor any termite damage.

Maintenance of Community Property

Captain's Club Complex Repairs	Refurbishment and repairs to the Captain's Club room and the two gym rooms has been completed. The sauna room has significant cracks. An engineer's report is required.
Architectural and Landscaping Standards and Building Codes	Draft report has been received from Giles Tribe Architects. Phillip's Landing Executive Committee to review. The second draft will be forwarded to the individual strata plans for review and comment.
Bridge repair/replacement	The bridge timber sleepers will be removed so that a full inspection of the sub-structure can be undertaken by an engineer. The bridge will be closed off to traffic for duration of this period. Residents will be notified.

Gardening

Report from the Gardening Sub-committee	Report is attached.
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General

Next Meeting	The next meeting will be held on Tuesday 16 March 2021, commencing at 7.30pm in the Captain's Club Room.
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Closure

The meeting closed at 8.45pm.