

Committee Meeting  
17 Cormorant St Bakewell  
Thursday 27<sup>th</sup> May 2021  
6:00pm

### Agenda

Decide on roof quotes  
Unit 5 resealing and painting of carport pavers  
Discuss cleaning of bins  
Discuss cleaning of pavers  
Discuss the front verge

Meeting opened at – 6:00

Present - unit 1  
- unit 3  
- unit 4  
- unit 5  
- unit 7  
- unit 9

Proxy: Apologies from Jiao of Unit 8. She could not make meeting as she is working late shift and has given her proxy for voting on all matters to Peter Brady of Unit 9

## Roofing

Just a reminder that Peter has kindly sourced these quotes and so the companies that have provided the quotes **are not** Whittle approved companies.

*Due to lack of any Whittles approved quotes forthcoming. Committee have all agreed (votes 7) to proceed with the non-Whittles approved contractor quotes.*

Before we make decisions does anyone have questions or need clarification regards reports and quotes

*Peter gave quick summary of quotes and clarified the difference between the two North Coast Custom Roofing quotes. And why the upper story flashing joining the units together was the most likely to lead to internal unit leaks.*

The reports were discussed, issues listed, and quotes compared.

**Motion [1]** To Split Colbert Constructions quote in following manner.

[1] By **accepting** each of the separate individual unit quotes.

[2] But **NOT accepting** the second part of Colbert Constructions quote listed under “Additional notes for all units” that quotes for installing cup flashing on all side wall flashings and rectifying the air conditioning piping.

In favor of only accepting the individual quotes

Yes - 6 votes. No- 1 vote

**Motion [2]** To accept North Coast Custom Roofing quote Inv1021

**FOR: All units, all wall flashings on top of garages and verandahs, all joins on ridge cap and hips and barges drilled out re-sealed and riveted**

Yes - 7 votes. No - 0 votes

**Motion [3]** To accept North Coast Custom Roofing quote inv 1097

**To Install a 100mm overlapping flashing 30mm above existing apron flashing that joins each set of units together. Giving double layer protection.**

Yes- 7 votes. No - 0 votes

Peter to contact companies to accept quote and engage work

Chairperson to contact Whittles to authorise payment once work has been completed and approved by committee.

Discussion was had about commissioning a bi-annual roof inspection. Committee has agreed to develop a roof maintenance program. The details of which are to be discussed at a future meeting.

**Motion [4]** Unit 5 request approval to seal and paint existing carport pavers to match the carport boundary colour. With the provision that should it create any structural or drainage problems in the future that rectifying would be at unit owner's expense.

Motion to approve

Yes - 6 Votes No – 1 Vote

## General Discussion

**[1] Cleaning Pavers** – getting a quote from Ben for low pressure cleaner.

**[2] Cleaning Bins /Bin Area**– cleaning and disinfected the bins Malcolm to get quote for regular bin cleaning. Malcolm has agreed to bin compound area on regularly basis.

**[3] Front Verge** – Watering - Peter to ask unit 10 to get access to their corner tap for irrigating front fence nature strip. Peter will sort out irrigation. Committee has approved \$200 expenditure on irrigation set up. Receipt will be emailed to chairperson to organize reimbursement of cost.

- Verge Topsoil – Lisa to ring council to check on our position on the list.

Meeting Closed 7:50 pm