

**MINUTES OF AN EXECUTIVE COMMITTEE MEETING
COMMUNITY ASSOCIATION DP270003
Raleigh Park, KENSINGTON**

An Executive Committee Meeting of Community Association DP **270003** was held on 27/11/2018 at the Community Hall. The meeting commenced at 06:35 PM.

Present: Bun Hung (DP285020 (**Chair**), Penny Graham (DP285253), Alf Chen(DP285100), Elaine Blumgart(DP285304), Eric Shapiro(DP285021), Diane Szetu(DP285055), Tony Zamora (SP46305), Wayne Marks (SP39837).

Apologies: John Chase(DP285378),

Substitute Representative: Nil

Quorum: The Chair declared the presence of the necessary quorum.

In Attendance: Lucio Leiker – Peter Clisdell Pty Limited (minute secretary)
Chris Kontis - Caretaker (JLL)

Observers - including M Blake, A Godfrey, E Foley, G Hill, N Coroneos, P Thompson, M Koureas,

Note: numbering refers to Agenda items

3. APPOINTMENT OF MR TONY ZAMORA TO FILL CASUAL VACANCY ON EXECUTIVE COMMITTEE

Motion

Resolved THAT Mr Tony Zamora is hereby appointed as a member of the Security Subcommittee.

4. MINUTES

Resolved that the minutes of the previous Executive Committee meeting held on 21 August 2018 be approved.

5. MATTERS ARISING

There are no matters arising out of the minutes of the last Executive Committee Meeting.

6. CORRESPONDENCE

No relevant correspondence has been received.

7. **CARETAKER & SUB-COMMITTEE REPORTS**

Notes:

- (a) Where a subcommittee has prepared a report it will have been posted on the Raleigh Park website before the meeting and will be taken as read.
- (b) The Facilities Subcommittee report is included in the Caretaker's Report.
- (c) Questions received in writing by the Chair of the Executive Committee no later than 7 days prior to the date of this Executive Committee Meeting will be addressed at this meeting by the Chair of the relevant subcommittee if they have not previously been addressed. Questions without notice will only be permitted if they arise directly out of a response provided by a subcommittee Chair at the meeting. The Chair of the Executive Committee will exercise his discretion whether or not questions without notice should be responded to at the meeting or by subsequent correspondence.

- 7.1 Caretaker's Report. Taken as read.
- 7.2 Security Subcommittee Report. Taken as read
- 7.3 Garden & Grounds Subcommittee Report. Taken as read
- 7.4 Architectural Standards Review Subcommittee Report. Taken as read
- 7.5 Finance Subcommittee Report. Taken as read

8. **NEW CCTV CAMERAS – APPOINTMENT OF PROJECT MANAGER**

Motion

RESOLVED THAT the Executive Committee be and is hereby authorized to negotiate a contract with Quorum Security Systems Pty Ltd for project management services in relation to stage 1 of the proposed CCTV cameras upgrade, in the capped sum of \$25,000 for the agreed scope of work AND FURTHER THAT Mr Bun Hung be and is hereby authorized to execute such contract for and on behalf of the Community Association.

9. **LANDSCAPING ADJACENT TO SHERWOOD APARTMENTS**

Motion

RESOLVED THAT the quote from Little Bay Landscapes dated 6th November 2018, for landscaping, lawn renovation and planting of trees, in the sum of \$16,200 plus GST be accepted AND FURTHER THAT any of Mr Chris Kontis, Diana Szetu or Mr Bun Hung be and is hereby authorized to accept such quote for and on behalf of the Community Association.

10. **OTHER BUSINESS**

Any other items of business that may properly be considered and decided by the Executive Meeting at this meeting.

It was noted that Kingston Heath are investigating options for solar pool heating and that if the Kingston Heath owners' committee decides to proceed then an application will need to be made to the Architectural Standards Review Subcommittee.>

11. **NEXT MEETING**

It was noted that the next meeting of the Executive Committee will be held on 19th February 2019.

There being no further business the meeting was closed at 7.05pm