

In order to prevent further damage it was agreed that a concrete specialist needs to assess the walkways and advise the Body Corporate what can be done to improve the appearance of the concrete surface.

It was agreed that Sue will show the contractors around the Windmill Centre to ensure they understand what work both Bodies Corporate would like them to do.

Action: Skyway is contact a concrete specialist to assess the walkways and provide their professional opinion as to what can be done to improve the appearance of the concrete and will arrange a suitable time for Sue to meet them on site.

Verandah Cleaning

It was agreed underneath the verandahs including the soffits and wood work should be on a cleaning schedule every two years.

Action: Skyway is to obtain a cleaning quote and provide it to Sue for consideration.

Moved: Susan Wootton

Seconded: Graham Tindall

Carried

“That the updated Long Term Maintenance Plan as prepared by Plan Heaven for Body Corporate No. 46828 be adopted”.

Holes in walls

It was noted there is a hole drilled through the exterior stone wall about the size of a pipe. Concern was raised that moisture could get into the wall if the drilled hole is not capped off.

Action: Owners are asked to check their units for unused holes in the exterior stone wall and cap any pipes penetrations not in use.

Deterioration of sealant between tilt slab panels

Due to the age of the buildings sealant between the exterior concrete panels is beginning to deteriorate and needs to be replaced.

Action: Skyway is to get a price to replace the deteriorating sealant between the panels where necessary.

Guttering

Some areas of guttering need to be replaced and Ann suggested an annual amount of \$2,000.00 should be allocated in the Long Term Maintenance Plan to cover this cost.

Action: Amend the Long Term Maintenance Plan to include an annual \$2,000.00 contribution towards gutter replacement.

Moved: Sue Wootton

Seconded: Graham Tindall

Carried

very important that this change is made when paying levies each time to ensure your funds go to your correct Body Corporate account.

Owners also to please remove Skyway's previous bank account number from your on-line banking system.

Skyway's new software system is called Stratafy and information about the system has been circulated.

In time owners will be given access to information which relates specifically to you – your personal information e.g. payment of levies, there will also be access to specific Body Corporate information and you'll have the option of reporting maintenance concerns via a portal system.

Skyway will advise owners when the information is available for them to view but in the meantime, please be patient while these new systems are put in place.

There being no further business Ann thanked everyone for their attendance and the meeting concluded at 11.20am