

Iluka Homeowners' Association Inc.

Minutes of Committee Meeting

Meeting Date: 04/12/2018

Venue: Currambine Community Centre

In Attendance & Apologies

As per attendance sheet

1. Welcome

- a) The meeting commenced at 7:00 pm.
- b) [SD] welcomed Committee members and declared a quorum.
- c) Minutes of the October meeting was circulated and approved by [JS] and seconded by [MK].
- d) Minutes of the November meeting was circulated, updated and approved by [GH] and seconded by [BG].
- e) [SD] Thanked [IM] for all the work done in reviewing the constitution.
- f) Matters arising from previous minutes [SD] was seeking to confirm the date for the Special Meeting proposed for the 5th of February. [IM] Advised Sections 23 – 27 are yet to be confirmed. The relevant sections require the provision of a methodology to be applied in the case of a grievance such as a resolution procedure or dispute management clause.
- g) [IM] Determinations would need to be made as to if the Association would have to consider suspending or expelling members of the Home Owners Association. [JS] As the legislation applies to a broad range of incorporated bodies' we would need to look at the model rules and apply them as they would be relevant to a Home Owners Association.
- h) [SP] Queried if the legal entity term Association is the correct classification in our instance. [IM] Advised as a committee we are to remain to be incorporated thereby preventing the committee being liable for any debts of the Association. [IM] Provided a brief oversight of the legalities of a company versus an incorporated body and advised the new act levies more onerous requirements on committee members.
- i) [SD] Suggested a date to schedule the review and referred to an attachment circulated by [IM] earlier that day to committee members. The committee discussed as to whether a summarised notice could refer to a website where more information could be made available or if it would be a requirement to send all of the attachments in the notice to members. [IM] Advised to comply with services of Notices as defined in the act, and the onus of proof of compliance resting on the Home Owners Association, we only need to distribute the notice to residents all attachments can be on the website. When lodgement is presented to the department, the full scope of the

documents should accompany the notice including a copy of the forms of the consolidated rules and the proposed changes.

- j) [SP] Asked if other associations are having to comply with the same regulations as to the extent necessary in what is being proposed. [IM] Confirmed all Western Australian Associations would be required to comply with the new changes imposed on them.
- k) [SD] Advised that if we are required to send out the information to residents in January, we will need to meet sooner rather than later. [SD] Will source a suitable date and venue.
- l) [KR] Clarified if it is classed as a special meeting do we need to have quorum? [IM] Replied, negative only executive members will suffice for the Table 1 changes but anything outside of Table 1 we do need a special resolution and therefore a quorum of 15.
- m) [JD] Proposed to defer the February special general meeting. [IM] Could look at March as it has to be lodged by June. Advised members can't object to what the act requires us to change. [SD] Suggested we work back and be ready to go with notices in January.
- n) [BG] Clarified what is the requirement for notice to be served before the meeting. [IM] Advised 21 Days.
- o) [JD] Proposed a meeting date of the 5th of March.
- p) [SD] Will check on date and availability of room etc. [IM] Would be happy to do an earlier review if required.
- q) [AE] and [DB] are not present, no further update on Burns Beach Road speeding issue.
- r) [BG] Did check on the stats but the department said it is purely commissioned for internal consumption. Wondered if it may be worth speaking with one of the ward councillors. [IM] Suggested the question be put to the department if in their data analysis they could run these stats for us?

2. Social Events.

- a) Dogs Day Out was a success with positive comments from stallholders such as 'a nice and relaxing atmosphere', loved the community engagement' and 'definitely more people and dogs this year'.
- b) The mornings raffle ticket and merchandise sales raised over \$500 for animal rescue and the proceeds were donated to Scent to Rescue \$291.50 and the RSPCA \$221.
- c) The winner of the IHOA's raffle prize was very appreciative of the win and a photograph of the chairperson handing over the hamper was circulated to the committee.
- d) The committee discussed the snake avoidance training and education provided having the Ranger from the City of Joondalup and other store providers which was all very well received.
- e) [SP] Suggested to send a letter of thanks to the Ranger in attendance and copy in the Mayor as people need recognition for their good efforts.
- f) Comments to be sent to [SD] in order to get a letter drafted up. [BG] to do. Could comment about the number of dogs on leads.

- g) [SD] Easter 21 April 2019. The animal farm and the park has been booked.
- h) [KC] Clarified if the committee has worked out who to give the money to from Halloween. [SD] Replied the funds were given to the Alzheimer's as that is what we promoted. Ward Councillor provided a list of suggestions, namely: Make A Wish Foundation; Star Light Children's Foundation express room, captain starlight; Smith family children with education; Telethon; Ronald McDonald House Nedlands; Variety grants and education programs disabled.
- i) [SD] Welcomed the suggestions and noted they were all appropriate. [IM] Was proposing a local charity and would consider such a nomination. [IM] Advised the committee did have to ask before raising funds for a charity.
- j) [BG] Suggested we set some criteria from small to large charities. It was proposed we do some research between now and the next meeting. Listed for the next meeting on the agenda. [SD] Thanked [KC].

3. Correspondence [MK]:

- a) 8th of November weedy garden in the locality.
- b) 8th of November new resident complaining about a verge.
- c) 12th of November refinancing.
- d) 14th of November Fasthit for Website hosting passed to [JS].
- e) 15th of November resident payment queried in August.
- f) 22nd of November from Ian Goodenough's office asking residents to nominate Christmas light displays. [SD] Posted to our website.
- g) 26th of November email from council dog exercise area in the park.
- h) Correspondence regarding a proxy sheet and directed to the website.
- i) 26th of November complaint from resident on a property with overgrown weeds and observed rodents. Referred to Council.
- j) 30th of November resident confirming payment.
- k) Problem with the mailbox being nearly full again. Can't find a way to pdf and archive the mailbox. [IM] Requested to know how many there are. Advised 300-400 emails. [SD] Clarified if we have to keep the emails or only financial information emails. [IM] Advised best to keep the emails for 7 years that contain financial records. [JD] Suggested to create a Dropbox or Cloud account. It was suggested to look at a Hotmail account to archive emails. [MK] To send it through to [IM] who will have more of a look into resolving the matter.

4. Financial Report

- a) [JS] advised there were 12 Settlements in November.
- b) Major outgoings were related to Halloween, Dog's Day out reimbursements, gym bus, donation to Alzheimer's and a website fee.
- c) Working Account and Cash Reserve Account balances tabled.

5. Maintenance

- a) Nothing further to report.

- b) [BG] Noticed council has been doing some upgrades on the cut throughs along Shenton Avenue; not sure if [MM] has had any involvement in organising this to improve the cross over areas.
- c) [SD] Email sent about the lights on McCusker Park.

6. Capital Works

- a) [SD] Suggestions invited for next year. Reportedly all the lights can now be GPS linked to remotely adjust their luminance.

7. Restrictive Covenants

- a) [SD] Sent the spreadsheet to [MC]. Will start to combine the spreadsheet. [MC] 8 Letters ready to go out, deciding on the timing of the delivery of that.
- b) Direction on the timing for the letters to go out was discussed whilst there is other correspondence going out to members.
- c) Process discussed as to should the Ranger be notified or send a letter. [SD]
- d) It was decided if it's a case that involves a Ranger case then call Ranger Services. Caravans/Boats we will issue a letter.
- e) [MC] Called the ranger to an incident on Burns Beach Road for 5 cars parked on the verge which he considered was obstructing the road.
- f) [BG] Suggested we invite a ranger in to a committee meeting to advise what is and what is not allowed.
- g) It was discussed that the first letter be sent in 2019.
- h) [GH] Property that has been having a rolling renovation for a number of years and its noted to become an eyesore.
- i) [JD] Noted a property on Burns Beach Rd that seems to have been abandoned.
- j) [SD] invited committee members to send any breaches to [MC].

8. General Business

- a) Mixed Use Development Site.
Following a request from HELM Living as to the best way they could contact residents. They have purchased 2000 meters on the northern corner of Burns Beach Road adjacent the proposed Iluka Plaza by AGEM Group and propose to construct 24 strata titled apartments. The development is proposed to be three stories overall. The application is believed to be lodged shortly with construction to begin by the end of 2019. Construction is estimated to take 12-15 months to complete.

More information will be received and will be provided on the website.

The developers would very much like each owner to be a member of the association. We will have to ensure that at settlement payment is received and the caveat is applied to each property.

- b) [KC] Rang up about the Brightwater site. Most they would say the scheme is a Lease for Life. She had been advised that stamp duty won't apply. Monthly

fees will be levied, and residents will have to pay for refurbishments when they vacate. Reportedly there was a meeting held the previous week to veto the fourth floor. There was some discussion about the removal of some visitor parking bays. [BG] Will try and get a copy of the decision.

c) Business Networking Proposal

[IM] No further update.

d) Round Table Submissions:

Questions as to the southern end of James McCusker and when they may start. [BG] Date not yet advised.

[BG] Report to council mud smear on signage.

[MC] Forwarded a clip in the newsletter about the proposed development.

11. Apologies

- a) The Treasurer [JS] will be away from the 13th - 25th [SD] will manage the financial administration and correspondence during this time.

12. Meeting Closure

- a) The meeting closed at approximately 8:35 pm.

13. Next Meeting

- a) The next meeting will be held at 7 pm on the 1st of January 2019.