

**Iluka Homeowners' Association Inc.**

**Minutes of Meeting held on**

**2 August 2021**

**at**

**Joondalup Sports Association, ILUKA.**

<b>Item No.</b>	<b>Summary Notes of Discussion</b>	<b>Agreed Actions</b>
<b>1.</b>	<b>MEETING OPENED</b>	
	The Chairperson, BG, opened the meeting at 7.00pm.	
1.1	Quorum declared	
1.2	The Chairperson welcomed committee members, including BH, a new committee member.	
1.3	Minutes of the July meeting were verified by GH and seconded by LB.	
<b>2.0</b>	<b>MATTERS ARISING</b>	
2.1	<ul style="list-style-type: none"><li>After some discussion, it was agreed that committee members initials will continue to be used in the published minutes of IHA meetings.</li></ul>	
<b>3.</b>	<b>SOCIAL EVENTS (SUB-COMMITTEE: SD, LS)</b>	
3.1	<ul style="list-style-type: none"><li>Planning for the Halloween event is underway with most things organised. Street market permit and Public Liability Insurance certificates still need to be submitted. This will be completed by SD</li><li>SD has informed the committee that she will step down from the committee within twelve months and would like someone to take over preparations for the Easter 2022 event. We will need to advertise for extra assistance if future community events are to continue.</li><li>BG suggested a spread sheet with details of, and requirements for all events would be an important support for future sub-committee members.</li><li>IHA advertising A-frames will be disposed of as in poor condition and no longer used.</li></ul>	SD  BG SD
<b>4.</b>	<b>CORRESPONDENCE (SUB-COMMITTEE: MK)</b>	
4.1	Update for July <ul style="list-style-type: none"><li>Communication in regard website and web hosting – 7 emails.</li><li>Residents registering to attend the AGM – 14 registered.</li><li>Membership, forms, fees and enquiries – 11 emails</li><li>Joondalup Council Amendment of Health &amp; Fencing Laws, requesting feedback.</li><li>Email from Councilor Christopher May confirming that the council had voted to abandon the 24hr signage regarding weed spraying.</li><li>Enquiry regarding covenants and Association rules.</li><li>Notification from COJ of car park works at Iluka Beach Carpark.</li><li>COJ asking for new contact details of committee members.</li></ul>	

<b>5.0</b>	<b>FINANCIALS (SUB-COMMITTEE LB)</b>	
5.1	<p><b><u>Financials</u></b> -</p> <ul style="list-style-type: none"> <li>• 13 settlement membership fees paid. One settlement has been paid twice. A refund of \$110.00 will be arranged.</li> <li>• July Income: \$ 1,430.28</li> <li>• July Expenditure: \$ 94.06</li> </ul> <p><b><u>Current account balance: \$ 6,931.27</u></b></p> <p><b><u>Cash reserve account: \$ 34,851.69</u></b></p>	
<b>6.0</b>	<b>MAINTENANCE (SUB-COMMITTEE: GH, MK, SP)</b>	
<b>6.1</b>	<b><i>Project Updates</i></b>	
	<p><u>Entry Signs</u></p> <ul style="list-style-type: none"> <li>- Meeting held on-site on 22 July to discuss final 3 signs which are scheduled for completion during the 2021/22 financial year.</li> <li>- Shenton / Marmion and Shenton / Burns Beach corners to proceed as planned.</li> <li>- Marmion / Burns Beach corner. CoJ preference is to exclude all landscaping and only install sign due to concerns with irrigation, surrounding tree debris and poor soil quality.</li> <li>- GH to provide IHA feedback on Designs to CoJ post-meeting. (Email shared with Committee Members 29 July 2021)</li> </ul> <p><u>SJM (Serena Way) Landscape Upgrade</u></p> <ul style="list-style-type: none"> <li>- Concept drawing and budget being developed by CoJ. Planned to be issued to IHA for review in late August.</li> <li>- This project is to be included in the 2022/23 Annual Service Review.</li> <li>- GH to provide IHA feedback on Conceptual Design elements to CoJ post meeting.</li> </ul> <p><u>Performance Management</u></p> <p>“July to September” Performance Assessment scheduled for 4 August 2021.</p>	
<b>6.2</b>	<b><i>Repairs and Maintenance</i></b>	
	<p>SAR Works program update received on 27 July 2021. Actions undertaken were:</p> <ul style="list-style-type: none"> <li>- Annual Service Review 2021/22 activated.</li> <li>- Continuation of Iluka Sign design activity.</li> <li>- Turf Renovation Works for the financial year 2021/22 will be completed by 16 August. Area includes parts of Shenton and Marmion Ave and the Ocean Gate and Miami Beach Promenade entrances.</li> <li>- SJM Mulching Works completed. Notification email / photos shared with IHA committee on 27 July 2021.</li> </ul>	
<b>6.3</b>	<b><i>Financial</i></b>	

	<p>Two Financial Reports received in July 2021. (Summary below)</p> <p><u>End Of Financial Year 2020/21 Reconciliation Report</u></p> <ul style="list-style-type: none"> <li>- SAR Annual Budget \$ 408200</li> <li>- Actuals \$ 406904</li> <li>- Balance \$ 1296 (Transferred to Reserve Account)</li> <li>- CoJ Operations Annual Budget \$ 67640</li> <li>- Actuals \$ 69315</li> </ul> <p><u>Financial Report July 2021/22</u></p> <ul style="list-style-type: none"> <li>- Annual Budget \$ 408070</li> <li>- Actuals \$ 1365</li> <li>- Committed \$ 176430</li> <li>- Balance \$ 230275</li> </ul> <p><u>Glyphosate Signage Collection</u></p> <ul style="list-style-type: none"> <li>- CoJ council have upheld their previous decision following yet another motion to leave signage in place for 24 hours was defeated 7-6 at the CoJ Council meeting on 20 July 2021.</li> <li>- The cost of this motion had it been successful would have required a \$14400 contribution from SAR funds.</li> </ul>	
<b>6.4</b>	<p><b>Capital Works</b></p> <p>Nil</p>	
<b>7.0</b>	<p><b>RESTRICTIVE COVENANTS (SUB-COMMITTEE – position vacant)</b></p> <ul style="list-style-type: none"> <li>• Rules of the Association</li> </ul>	
<b>8.0</b>	<p><b>GENERAL BUSINESS</b></p>	
	<ul style="list-style-type: none"> <li>• Website Update: <i>AGM Announcement removed.</i></li> <li>• Document Management System: <i>Finalised Document Management System based on feedback received and loaded all files that have been shared to-date.</i></li> <li>• Request for any additional files to be shared by committee members for uploading.</li> <li>• It was agreed to by the committee that BG approach Sybe about featuring in the next IHA newsletter.</li> <li>• SD to liaise with Administrators of the Iluka Community Facebook page re sharing specific relevant information that may be of interest/importance from CoJ or others.</li> <li>• AGM was well-attended and thanks must go to the outgoing Chairperson SD, for her organization of the evening.</li> <li>• It was noted that a proposal for a seat in memory of Ian McLellan (long term resident, past committee member and chairperson of the IHA) has been submitted to the CoJ for approval. Currently awaiting permit and approval to proceed.</li> </ul>	<p>BG</p> <p>SD</p>
<b>9.0</b>	<p><b>ROUNDTABLE ITEMS</b></p> <ul style="list-style-type: none"> <li>• In line with good governance, Sheila Daly informed the committee that another committee member needs to be nominated as a signatory for the finances. It was decided that Tamara McGougan, as Vice Chairperson take on this role. Brian Gray delegated Sheila Daly to follow up and set procedures in place for this to happen.</li> </ul>	<p>SD</p>
<b>10.0</b>	<p><b>MEETING CLOSED</b></p>	
	<p>Meeting closed: 8.36pm</p> <p>The next meeting is scheduled for <b>Tuesday 7 September 2021.</b></p>	