

**MINUTES OF STRATA COMMITTEE MEETING
OWNERS' CORPORATION STRATA PLAN NO. 37079
Cecil Apartments 20 Gerrale Street, Cronulla**

Meeting of the Strata Committee

Held after the Annual General Meeting on **Saturday 9th September, 2017**, at **Sir Francis Drake Room, RSL Memorial Club Cronulla**.

The meeting commenced at **12:15pm**.

Present: Paul Heeks (PH), Jim Flaherty (JF), Peter Lord (PL), Alan Walsh (AW).
Proxies None.
Apologies: Diane Raisin (DR).
In Attendance: John Stevens (JS) Premier Contract Cleaning Pty. Ltd.
 Chris Wilson, Jenny Trevillion Strata Management Services NSW
Chairperson: Paul Heeks.
Quorum: Declared.

No.	Item	Resolutions	Action
1.	Minutes:	Resolved that the minutes of the last previous Strata Committee Meeting held on 25th September, 2017 are confirmed as a true record.	Note
2.	Election of Office Bearers:	The result of the election of office bearers: - Chair Paul Heeks - Secretary Jim Flaherty - Treasurer Peter Lord	Note
3.	Nomination of Representative.	The strata committee member nominated as the representative to liaise with the strata managing agent is Jim Flaherty .	Note
4.	Nomination of Substitute Representative.	The strata committee member nominated as substitute representative to liaise with the strata managing agent is Peter Lord .	Note
5.	General Business	5.1 Agency Agreement Noted that an updated agency agreement with Strata Management Services NSW to complete its 3-year term after one year of probation was signed. 5.2 By-Law Registration i. Resolved that an updated list of by-laws will be forwarded to SMS. ii. Resolved that SMS will arrange for the registration of by-laws through Mueller solicitors. 5.3 Shop 1 Plant Resolved to draft further letter to Shop 1 concerning unauthorised plant on common property.	Note JF/AW SMS AW
6.	Next Meeting:	The time and location of the next meeting to be advised. There being no further business, the meeting closed at 12:35 pm .	

Minutes Adopted

Chair.....

Date.....