

14/11/2022	Point Facilities	INV-0853	Welded extentions for forklift arms	\$531.30 RMGEN
14/11/2022	Wastech Engineering	662049149	Servicing of chute doors	\$1,485.00 GCMC
14/11/2022	Canberra Sweeping	505	Basements 1 & 2 clean	\$2,909.50 CLEAN&BM
09/11/2022	Complete Essential Fire & Alr	INV-31202	Fire - Maintenance Contract (isolated basement for	\$396.00 FIREMAINT
09/11/2022	Seda Services ACT	33701	October 22 (HVAC Maintenance)	\$1,144.00 HVAC
08/11/2022	Complete Essential Fire & Alr	INV-31144	WO240: Replacement and install spacers	\$484.00 FIREREP-AC
07/11/2022	Maritex Commercial Pty Ltd	INV-68689	Common Area lighting repairs (November 2022)	\$1,270.50 RMELECT
04/11/2022	Coverforce	55994	Insurance 05/11/2022-05/11/2023	\$99,934.71 INS PREM
04/11/2022	Complete Essential Fire & Alr	INV-30976	Fire Maintenance November 2022	\$1,160.59 FIREMAINT
04/11/2022	Coverforce	55998	Machinery Breakdown Insurance 05/11/2022-05/11/2023	\$7,067.50 INS PREM
03/11/2022	Otis Elevator	1876025	31/10/22 to 31/12/22	\$181.07 LIFTCONTR
02/11/2022	Point Facilities	INV-0835	Facilities Management November 2022	\$9,079.92 FACMAN
01/11/2022	Water Tight - ACT	INV-9253	October 2022 - Plumbing Maintenance Agreement	\$420.50 PLMAINT
31/10/2022	Cool Pools of Canberra	INV-0586	October 22 (Pool Maintenance)	\$3,542.10 POOLCON
31/10/2022	M&M Rolfe Cleaning Serv P/L	INV-5927	General Cleaning Services - October 2022	\$15,344.05 CLEANCON
26/10/2022	Water Tight - ACT	24154	Plumbing - Maint. Contract	\$3,707.00 PLMAINT
26/10/2022	ADT Fire Monitoring	976620	21 Oct 22 to 20 Oct 23	\$2,425.50 FIREMON
26/10/2022	Point Facilities	INV-0822	Replace sauna lights October 2022	\$199.10 RMGEN
26/10/2022	Water Tight - ACT	24560	Plumbing - Maint. Contract (Pool Bathrooms)	\$381.00 PLMAINT
25/10/2022	Canberra Southern Cross Club*	09325202	Room Hire 2022 AGM 2 November 2022	\$650.00 ROOMH
25/10/2022	Rope Access	15582	Window cleaning October 2022	\$19,690.00 CLEANWIN
20/10/2022	Cool Pools of Canberra	INV-0513	Pool Maintenance 02/09/22 to 30/09/22	\$2,054.40 POOLCON
17/10/2022	Fermax ACT	00000404	50 x teardrop key fobs	\$660.00 KEYREMOT
13/10/2022	Seda Services ACT	32906	HVAC - Monthly Maintenance - September 22	\$1,144.00 HVAC
10/10/2022	QIA Group Pty Ltd	181868	2022 Insurance Valuation	\$2,257.00 INSVAL
06/10/2022	Maritex Commercial Pty Ltd	INV-68192	WO194: replace 3 x corridor lights	\$1,925.00 RMELECT
06/10/2022	Otis Elevator	528556	Replace 3 x broken lift buttons in Lift #3	\$132.00 RMLIFT
04/10/2022	Capital Doorworks	23991	20 Remotes to be Supplied and Programmed	\$1,620.00 KEYREMOT
03/10/2022	Point Facilities	INV-0814	Attendance at EC Meeting 21/09/22	\$319.00 FACMAN
02/10/2022	Point Facilities	INV-0806	Facilities Management Services - October 22	\$9,079.92 FACMAN
01/10/2022	Water Tight - ACT	INV-9175	Plumbing Maintenance - October 22	\$390.50 PLMAINT
01/10/2022	Complete Essential Fire & Alr	INV-30317	Monthly Fire Maintenance - October 22	\$1,160.59 FIREMAINT
30/09/2022	Rigcom	31526	Installation of Height Safety System	\$7,776.32 RMROOF
30/09/2022	M&M Rolfe Cleaning Serv P/L	INV-5769	September 22 M & M Rolfe 1st month (part payme	\$1,770.45 CLEANCON

30/09/2022	Inside Outside	00075324	Public Holiday Bin Services 22 September Queens M	\$508.20	CLEANCON
30/09/2022	Icon Water Limited	99992606870	Water Rates 29/06/2022-27/09/2022 (6599KL used	\$15,060.39	WATER
30/09/2022	M&M Rolfe Cleaning Serv P/L	INV-5894	September 22 - Consumables (Toilet Paper)	\$129.69	CLEANCON
29/09/2022	Seda Services ACT	32474	August 22	\$1,144.00	HVAC
27/09/2022	Origin Energy 130112	10500263092	Electricity 24/06/2022-26/09/2022	\$99.00	HOTWATSL
27/09/2022	Origin Energy 130112	10500263091	Electricity 24/06/2022-27/09/2022	\$219.69	HOTWATSL
27/09/2022	ACT Wheelie Clean	00010673	Hopper clean 27/09/22	\$2,244.00	CLEANBINS
26/09/2022	Point Facilities	INV-0798	Stainless steel bin for pool area	\$283.26	WAST
16/09/2022	Insnrng Techne	IN035499	R & M Pool (September 2022)	\$1,972.08	POOL
16/09/2022	Insnrng Techne	R & M Pool Se		\$1,972.08	POOL
12/09/2022	ACT Doorland	A161622	Impact damaged curtain: carpark roller shutter - In	\$880.00	RMGARA
09/09/2022	AM&DM Roofing	INV-1342 AM&DM	Roof Preventative Maintenance	\$3,096.50	RMBUILD
07/09/2022	Water Tight - ACT	24052	WO191: Multiple plumbing issues	\$1,014.00	RM PLUMB
06/09/2022	Otis Elevator	1864018	01/10/22 to 31/12/22	\$6,675.00	LIFTCONTR
01/09/2022	Inside Outside	00074649	General Cleaning Services - September 2022	\$13,994.20	CLEANCON
01/09/2022	Complete Essential Fire & Alr	INV-29712	September 22	\$1,160.59	FIREMAINT
31/08/2022	Inside Outside	00074977	Steam clean carpets	\$676.50	CLEAN&BV
19/08/2022	Otis Elevator	525457	AH Callout: Door time close fault	\$1,117.60	RMLIFT
16/08/2022	Fermax ACT	00000401	August 2022 - Fermax Intercom & access control- nr	\$2,151.60	SECGEN
01/08/2022	Cool Pools of Canberra	INV-110	Pool services July 22	\$540.90	POOLCON
06/07/2022	Otis Elevator	522261	AH callout: Lift stuck on Level 12	\$1,117.60	RMLIFT
06/07/2022	Otis Elevator	522264	AH Callout: Lift 2 stopped at Level B2	\$1,117.60	RMLIFT
30/06/2022	Cool Pools of Canberra	INV-85	Pool services June 22	\$1,735.60	POOLCON
18/06/2022	CMB Resourcing *	INV-999-544	Signage for gym & pool areas	\$1,980.99	SIGN
16/06/2022	Insnrng Techne*	IN033333	Rebuild of two heaters	\$2,918.80	POOL
16/06/2022	Maritex Commercial Pty Ltd	INV-66597a	WO120: New circuit to BBQ	\$2,238.50	RMGEN
15/06/2022	Otis Elevator	520745	AH callout: Door time close fault	\$1,117.60	RMLIFT
23/11/2021	Southwell Engineering	360536	November 2021 - Hoist service agreement	\$462.00	BINHOIST
28/09/2021	Otis Elevator	504186	AH call on 18/9/21	\$1,117.60	RMLIFT

## Ivy Library – Recommended Bookcase Options

The EC Chair and Treasurer advised that the EC has recently given in-principle approval to purchase bookshelves for the library area. They requested a meeting with the Library Sub-committee to discuss options.

The meeting occurred on 16 February 2023. Attendees: Bernard and Colleen Stoker, Julianne O'Brien, Carol Van Gelder, Kevin and Julia O'Brien, and Donna Macpherson.

It was agreed members of the Sub-committee would further research options for bookcases, including an example of fine furniture, given EC advice on longer term interior design options that it is seeking. The Sub-committee agreed to put forward 3 options.

It was also acknowledged that installing bookcases may require some reconfiguration of existing lobby furniture, given owners need access to the books, with the potential need for some darker side tables to enhance the appearance and user comfort of the library area.

The Sub-committee invited Donna, Julia and Kevin to search numerous websites and furniture stores in order to narrow down options and determine the most suitable items to recommend.

### Design Constraints

Discussion identified the following design constraints:

- Shelves to be between 90 and 120 cm high (to minimise the risk of toppling over).
- Shelves with a fixed back (so books could not drop through).
- Shelves not to stick out too far from the wall (non-bulky and visually appealing).
- Width of units to be between 80 cm to 120 cm (for ease of assembly).
- Shelves to fit seamlessly along the wall length (5.615 m in library area), with minimal gaps.
- Units preferably with a kickboard, so shelves/books do not rest flat on the floor.
- Ease of assembly with minimal/no impact on the wall tiles.

### Research

The following web searches of retail outlets and online stores were conducted:

- Library shelves commercial; library shelves domestic
- Bookshelves office; bookcase office
- Bookshelves home; bookcase home.

Stores researched included:

- The Modern Furniture Store
- King Furniture
- Amart
- Cusacks
- Fantastic Furniture
- Harvey Norman
- Domayne
- Freedom Furniture
- The Clearance House
- IKEA
- Officeworks
- Temple and Webster
- Amazon
- Uneke Furniture
- Nick Scali

## Results

Very few stores (online or physical sites) have bookcases suitable for our needs. Treated or stained pine options are generally of poor quality and not considered suitable.

Temple and Webster, IKEA and Uneke Furniture have suitable, attractive options. Others were generally disappointing or not appropriate to the Lobby area.

## Recommendation

Details of the three recommended options for the Library bookcases are attached (in a comparison table), together with a photo of each product.

Either IKEA or Uneke Furniture bookcases should be considered, depending on longer-term design requirements. It is recommended the EC agree to a suitable purchase at its next meeting.

Note the Temple and Webster has no store in Canberra, so all information is from their website (and makes returns problematic). It is considerably more expensive than IKEA (for no advantage) and nowhere near the quality of Uneke Furniture.

## **Side Tables**

At the request of the Sub-committee meeting, we also investigated the availability of dark, square side tables to suit the two dark lounge units.

Again, there are few satisfactory options available (most are circular), unless we use a furniture broker or design consultant who may have access to other supplies.

After an extensive search, only one option was found suitable.

Temple and Webster has a product that is the right size (80 cm square) and finished in black marble, with white swirls which echo the round tables in the front foyer. It appears to be reasonably sturdy (tempered glass top with black metal frame – details and photo attached).

We suggest a minimum of 2 tables. The estimated cost is \$329 per unit, with delivery to Canberra of \$45.95 (total cost \$703.95).

Donna Macpherson  
Julia O'Brien  
Kevin O'Brien

27 February 2023

## IVY LIBRARY - BOOKCASE COMPARISON

	OPTION 1	OPTION 2	OPTION 3
<b>Supplier / Location</b>	IKEA Canberra	Temple and Webster	Uneke Furniture
- <b>Location</b>	Airport	Online	Fyshwick
<b>Name/Make</b>	Billy	Lawson Span	Euro Bookshelf
- <b>Type</b>	MDF Laminate	MDF Laminate	Blackwood Timber
- <b>Finish</b>	Oak laminate	Melamine laminate	Stained to preference
- <b>Appearance</b>	Very Good	Good	Excellent
- <b>Colour</b>	Oak	Honey Pine	Can request to match
<b>Dimensions</b>			
- <b>Height</b>	106 cm	120 cm	120 cm
- <b>Width</b>	80 cm	90 cm	180 cm
- <b>Depth</b>	28 cm	31.5 cm	30 cm
- <b>Kickboard</b>	8 cm	nil	5 cm
- <b>No of shelves</b>	3	4	4
<b>Units needed</b>	7	6	2
- <b>Total Length</b>	5.6 metres	5.4 metres	3.6 metres
- <b>Delivery time</b>	1-2 days	2-3 weeks	8 weeks
- <b>Cost per unit</b>	\$89	\$289	\$2,075
- <b>Delivery Fee</b>	\$89	\$371.95	\$120
- <b>Total Cost</b>	\$712	\$2,105.95	\$4,270
<b>PROS</b>	Perfect match to wall tiles Flush fit - no gap Well finished Perfect length Sensible kickboard 47 available in store	Sturdy Good quality One of few such products readily available online (other than pine)	Excellent craftsmanship Quality product Long lasting Suit professional upgrade of lobby area
<b>CONS</b>	May only last 5-8 years	May only last 5-8 years Only 10 in Aust Overlapping top panels - small gap No kickboard -flat to the floor Colour not ideal In short supply	Hard to fault

## IVY LIBRARY AREA – BOOKCASE OPTIONS

### OPTION 1 – IKEA: BILLY BOOKCASE



### OPTION 2 – TEMPLE AND WEBSTER: LAWSON BOOKCASE



### OPTION 3 – UNEKE FURNITURE: EURO BOOKSHELF



## DARK SQUARE SIDE TABLES

### Recommended Option

#### Cassia Square Coffee Table

- Dimensions – 80 x 80 x 45 cm.
- Top – Tempered glass
- Colour – Black faux marble print
- Frame – Black metal
- Supplier – Temple and Webster
- Delivery – 2 weeks

Cost – \$329 per unit (more than 10 in stock)

- Number required – 2 units
- Delivery – \$45.95 for 2 units
- Total Cost (2 units) – \$703.95





**MINUTES OF THE  
EXECUTIVE COMMITTEE MEETING  
OF UNITS PLAN 4787  
THE IVY**

**Venue:** Vantage Boardroom/Microsoft Teams

**Date:** Wednesday 15 March 2023

**Time:** 6.15 pm

**Attendance:** Julianne O'Brien; Don McLean; Kate Johnston-Sims; Carol Van Gelder; Craig Wiltshire (acting Chair); Martin Caddick (to support solar discussions); Matt Benedetti (Point Facilities Solutions); Vanessa Dix (Vantage); and Kyle McIntyre (Vantage).

**Apologies:** Bernie Stoker

## **1. MEETING FORMALITIES**

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### **1.1 Attendance and acceptance of apologies**

Meeting formally commenced at 6:15pm, apology accepted from Bernie Stoker

### **1.2 Conflict of Interest**

Craig Wiltshire (chair) declared conflict of interest regarding insurance claim and will abstain from any discussion involved.

### **1.3 Previous Meeting Minutes**

The minutes of the EC Meeting held Wednesday 15 February 2023 are a true reflection of the proceedings at that meeting. Members noted that the minutes from the EC meeting of January 2023 had not yet been amended to include the Ivy Investment Account documentation. Vantage is directed to update the January 2023 minutes with the \$400,000 investment documentation.

## **2. BUILDING & FACILITIES MANAGEMENT**

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### **2.1 Building Condition Report: December 2022 and January 2023 – 87.86%**

The monthly Ivy Condition Report is uploaded to the Ivy Building Link Portal library – see Building Library/Building Condition Reports/Monthly Condition Reports/.

### **2.2 Actions required from Building Condition monthly report. The committee reviewed each of the 'action required' items in the February 2023 report:**

### **Glass Door Closure Quote**

An owner noted that the doors going from the Ivy foyer and yoga room to the outdoor areas are of safety concern when the winds are high. The Facilities Manager (FM) advised that installation of an electric closing mechanism to the doors will require a significant investment. The FM also noted that while an electric closing mechanism could potentially slow the doors down, it could also result in the doors not closing at all. Members accepted the FM's advice and decided not to proceed.

### **Roof Condition**

AM&DM were onsite in February completing the roof and gutter maintenance.

Several of the items fixed by Milin were raised again. They have fixed these items and the work will be verified by Point FS.

Waterproofing still forms a large part of the report, lower rooves with heavily failing waterproofing have again been forwarded on to the original water proofer by Milin.

### **Vertical Transport Systems**

Most buttons replaced on the lifts. At the time of the meeting 2 buttons are still to be replaced - number 7 in lift 2 and the door close button in lift 3.

### **Pool Lounges**

Several reports have been received to say that the pool lounge chairs need maintenance attention. The FM will obtain quotes to repair the lounge chairs and to replace the lounges with a better-quality option. The quotes will be presented to the EC for consideration at the April meeting. The FM will investigate getting cables to limit the movement between the back of the lounge and the base.

### **HVAC**

The HVAC maintenance has been booked in for the last week of March. This is part of the ongoing maintenance contract.

### **Hydraulic Repairs**

A valve replacement is required for leaking valve in basement 1 carpark. Repairs are on hold as this will require water to be shut off for up to half a day. This will require significant notice to the building and the cost will be approximately \$2,500- \$3,000.

### **North Tower B1 Refuse Room Floor Drain**

The North tower B1 refuse room bin floor currently has no plumbed drain. To fix this a line needs to be put in to tap into the stormwater line.

### **Cleaners – Health and Safety**

It has been reported that the cleaners are not wearing work wear and high vis when using the waste machinery and trolley. The FM has reminded them that they must always wear uniforms and high vis. He will continue to monitor this.

### **Water Hammer**

Residents are still reporting loud water hammer noises during the day and late at night. 3 x water meters (2 in the north tower and 1 in the south tower) have been replaced and 1 balancing valve has also been replaced. In addition, 3 units have been inspected and found not to have any water hammer issues. The Strata Manager will issue an info sheet to all residents outlining what water hammer noises sound like so that these issues can be accurately reported, assessed, and repaired as necessary.

- 2.3 Bike Racks.** The new bike racks have been installed in bike storage room and outside the B1 north tower lift foyer. The FM noted that nine bikes were not removed from the storage shed as directed before the installation date. The FM has now tagged these bikes as he feared they may have been dumped. Vantage Strata will notify all residents that they have 30 days to claim the bikes by removing the tag. After 30 days, the FM will dispose of unclaimed tagged bikes.
- 2.4 NPR Repairs.** This has been scheduled for Thursday 16 March 2023, it is estimated that the NPR will not be working for most of the day.
- 2.5 B1 Traffic calming option: pedestrian crossing (outside north lift) – quote update.** Painting cost for zebra crossing is higher than expected and carpark must be closed for up to 8 hours to let dry. Concern was raised over effectiveness of zebra crossing in deterring fast or reckless driving further discussion potentially to be had around other measures. The Facilities Manager will investigate and cost other methods of traffic calming for consideration by the EC.
- 2.6 Update - replacement of filters and pumps for the indoor spa and pool.** The quote for Total Pools \$11,899.20 was approved at the February 2023 EC Meeting. Vantage has sent a work order to Total Pools for works. Vantage Strata will check where the work order is up too and when the pumps will be delivered and installed.
- 2.7 Fob audit – update on deactivation of unregistered fobs.** The FM is deactivating all fobs that were not registered during the building access audit held in February. To date, 78 Fobs were deactivated in the North Tower. The FM will now move onto the south Tower and townhouses. He will work through from bottom to top and deactivate any fobs that have not been registered. Once completed, the Fob Audit Spreadsheet will be continually updated when residents request reactivation of their fob (and the reason why) or purchase a new fob. The Superuser Fobs were updated last year however these will be updated again. Any duplicated super user fobs will be deactivated.
- 2.8 Bird Netting - Pigeon Roosting Deterrent.** Bird netting has been installed on the north tower and south tower rooves. The netting on the south tower still needs to be modified to allow maintenance access. Once complete, quotes will be sourced for cleaning of the pigeon poo.
- 2.9 Fence height between Oaks 2 and the IVY pool.** Several owners expressed concerns regarding the impact on Ivy security and privacy due to the elevated ground level on the other side of our Ivy - Oaks Crown boundary fence. The FM confirmed that the height reduction on the Oaks Crown side of the boundary fence meets legal requirements:
- *The pool barrier located within the property (including the gate) should be at least 1.2 m high all the way around the pool (measured from outside the pool area), with a non-climbable zone of at least 90 cm (i.e. no hands or foot holds) - The IVY boundary fence measured 1.35 m on the Oaks Crown side near the pool pump room.*
  - *If a boundary barrier (e.g. your property fence) forms part of the pool barrier it should be at least 1.8 m high (measured from inside the pool area), with no climbable points within the top 90 cm (i.e. no hand or foot holds) - The Ivy boundary fence measured 2.08 m on the Ivy side near the pool pump room.*

- Milin has agreed that the mess and holes made from Oaks when raising the boundary fence will be repaired at no charge to Ivy.

### 3. FINANCIALS, FINANCIAL STATEMENT & ARREARS REPORT

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#### Treasurers Report & Levy Situation

##### 3.1 Total cash at bank = \$763,946.16

- Admin Fund Balance = \$567,955.28
- Sinking Fund Balance = \$195,990.88

##### 3.2 Total Budget 2022 - 2023 = \$1,170,833.75

- Total administrative fund income = \$536,138.05
- Total Expenditure to date = \$470,264.95
- Surplus/Deficit = \$65,873.10

##### 3.3 Levy income and arrears

- Total Owners Funds (levies to date) = \$535,416.28
- Owner Levy Arrears = \$47,483.94
  - 44 owners are in arrears. A reminder email to be sent by Vantage this week.
  - 7 units have not paid their December 1 levy. Vantage will contact all unit owners with overdue accounts and advise them that penalty interest will be charged.
  - 3 units are in arrears for over 6 months. Vantage are directed to commence legal proceedings.

**3.4** Overall, the Treasurer is happy with Ivy finances and the budget is tracking along as it should. We are currently accumulating building improvement funds quite comfortably with sufficient capacity to consider funding the improvement proposal to purchase bookcases. Areas of concern are the plumbing costs and pool maintenance costs as they are currently higher than expected. In addition, the lift maintenance budget is 50% less than the annual OTIS maintenance contract. It was agreed that the window cleaning (\$18,000 budgeted) will be put on hold until next financial year to assist in making up the shortfall.

**3.5 Macquarie Bank Investment account.** The EC requested an urgent update of the Investment Account as it was approved over 3 months ago. The Strata Manager has contacted Macquarie Bank and spoken to a team leader about why it has not been done. Vantage will formally request an explanation from Macquarie Bank as to why it has taken three months to organise the investment. A deadline of Friday 17 March 2023 has been given to invest the funds. If this deadline is not met, Vantage Strata are directed to source investment opportunities with other finance institutions.

### 4. MATTERS FOR DECISION

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**4.1 Change of energy gas provider - gas supply for pool heating.** All owners are aware of the ongoing issues with Origin Energy and the back dated charges to supply gas to heat the pools. Owners may not be aware that the Origin Energy gas account for the pool heating is not embedded, unlike the Origin Energy accounts for electricity and hot water. Therefore, the IVY can change gas suppliers for the pool heating. The EC

directed Vantage to obtain comparative quotes from other gas companies for the supply of gas to heat the pools:

**4.1.1 ActewAGL Business Energy Agreement** - Last month's Origin Energy bill was \$3,730.90 (GST Incl). ActewAGL offered lower base rates as well as a 15% discount off the total bill. If we were to change to ActewAGL, the cost of last month's bill would have been \$3,359.05 (GST Incl), less 15% Discount (\$503.85) = \$2,855.20 (approx.), as saving of \$875.70.

- Potential savings = \$875.70 x 12 = \$10,508.40 yearly savings. ActewAGL advised to wait until the date of meter read before changing to ActewAGL. Discussion was had about potential to go back to Origin and check if they will price match or offer a lower price than ActewAGL however it was agreed that the EC did not see value in doing this.

**4.1.2** Red Energy only supply gas to residential customers, not a commercial enterprise like the IVY.

The EC approved in principle moving the gas supply account (for pool heating) to ActewAGL pending further analysis from D McLean confirming ActewAGL's assessment of potential savings. The Strata Manager will also confirm with the EC Chairperson B Stoker that he is happy with the proposal to change gas suppliers before asking him to sign this agreement.

**4.2 The library subcommittee.** The subcommittee worked extremely hard to source the right bookcases for Ivy:

- Ikea Billy Bookcase (MDF melamine): 6 x .8 metre units: \$89 each (total cost \$712 incl \$89 delivery)
- Temple and Webster Lawson (MDF melamine): – 6 x .9 metre units: \$289 each (total \$2,105.95 incl \$371.95 delivery)
- Uneke furniture Euro (Blackwood timber): 2 x 1.8 metre units: \$2,075 each (total \$4,270 incl \$120 for delivery)

**4.2.1** The EC approved in principle the purchase of solid wood bookcases to the value of \$4,500 (excl GST). The Treasurer is satisfied that the funds are available within the 7% budget contingency line item to finance the purchase.

**4.2.2** The EC will obtain a comparative quote from Thor's Hammer to ensure we are receiving value for money. Once this is compared to Uneke Furniture, formal approval will be granted. An interior designer will also be engaged to ensure that the colour and style of the proposed bookcase is in line with the look Ivy are trying to achieve.

**4.3 North tower level 1 foyer tiling.** Quotes have been received for the tile installation in the North Tower. The Facilities Manager has recommended using epoxy tile glue as it will dry quicker allowing residents to walk on the tiling sooner. The Strata Manager will notify all north tower residents alerting them with the work is planned to be undertaken. Vantage will follow up with Elite Bathware to ensure that they have received the deposit and request an approximate date of when the tiles will arrive in Canberra.

**4.4 Owner improvement proposal – Installation of artwork in corridors on common property.** The Facilities Manager removed unauthorised artwork found on the wall of one of the common property corridors as the modification hadn't been approved. He also patched the small hole in the wall. Subsequently, an Improvement Proposal was

submitted by the owner of the artwork. This proposal was reviewed by the EC who decided not to approve the proposal this could set a precedent where other owners will also want to add artwork and the uniform look of Ivy will be lost.

#### **4.5 Timber flooring modification requests:**

- Unit 8. Application for Flooring Modification. Installation of floating floorboards in the kitchen and living area. The Facilities Manager has read the sound statistics on this flooring and has no issues with this modification. The application was approved.
- Unit 247. Application for Flooring Modification. Installation of floating floorboards in the living area. The Facilities Manager has read the sound statistics on this flooring and has no issues with this modification. The application was approved.

**4.6** The Strata Manager will contact residents in the relevant towers to ensure that they are aware that they will hear a small amount of noise when the new flooring is installed.

**4.7 Total Pools Pool Maintenance Quote.** Due to ongoing concerns about the cleanliness of the pools, including the excess chlorination of the indoor pool in early 2023, the EC elected to end the arrangement with Cool Pools to maintain the IVY pools and spa. Total Pools quoted \$20,240.00 + GST + chemicals to provide the following pool maintenance service:

- months of peak season (3 visits per week)
- months of fringe season (2 visits per week)
- months of off season (1 visit per week)

The above value is equivalent to what is currently being paid to Cool Pools (\$22,128.00 inc GST). However, the Facilities Manager is confident Total Pools will provide be a better service based on experience with Total Pools at other sites.

Vantage is directed to check the contract register and confirm that the Cool Pools maintenance arrangement was not formalised by a contract. Pending confirmation that there will be no breach of contract if the service provider is changed, Vantage is directed to issue a contract to Total Pools.

**4.8 Pool scum line.** EC members expressed concern that the scum line in the spa and pools is building up again. The Facilities Manager will request a quote from Total Pools for a regular scum line clean, which will be factored into the 2023/2024 AGM proposed budget.

**4.9 Garage door cleaning.** An email was received from a unit owner in relation to the EC decision not to clean the roller doors for unit owners with a garage in the basement car park. Vantage Strata confirmed that the garage roller door is not common property as it is only used by the individual resident and not all owners. Therefore, it is an owners responsibility to clean their door, not the Owners Corporation. The Strata Manager will write back to the resident who emailed about cleaning the garage door and advise that it is an owner responsibility.

**4.10 Garage floor cleaning.** Discussions were had whether a resident can have their garage car park floor included in the general B 1 and B 2 floor clean. The EC agreed that if residents wish to have their garage car park floor cleaned, they can leave the garage

door open and the cleaners will clean inside it, noting that it is at the owners risk if an item inside the garage is damaged.

## 5. MATTERS FOR NOTING

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- 5.1 Speeding in the basement.** The EC is considering options for traffic calming measures to slow down traffic as residents leave the basement on B1 / enter from outside. This area presents a hazard as it is a blind exit when leaving the north lift foyer. An elderly resident had a near miss with a speeding car as they were walking towards the north tower lift foyer on B1. The driver has been identified on CCTV and will be issued a warning notice to slow down.
- 5.2 Malicious damage to a residents car.** A report has been made to Woden Police Station. Woden Police have asked for footage of the incident.
- 5.3 Otis and Fire Brigade callout:** occurred on Sat 04 March 2023 after a resident was stuck in the lift. The SM attempted to call the resident on the day of the incident however a was unable to message had to be left.
- 5.4 An Ivy Newsletter** will be distributed to all owners in the next 4 weeks with updates on what is happening throughout the complex.
- 5.5 Drip Tray Installation above Car space 23** – completed 9 March 2023.
- 5.6 AGM motions update:**
- 5.6.1 Bike rack installation** – completed 15 March 2023; see details above at 2.3.
- 5.6.2 Defibrillator update** – installed 14 March 2023. Signage still to be installed.
- 5.6.3 IVY Foyer greenery update** – After discussions with the interior designers and the Facilities Manager about the difficult logistics of keeping 'real' plants alive in the foyer (especially given the temperature range in winter and summer), it was decided to purchase artificial plants. AGM Motion 6 approved an initial estimated cost of \$5,000 ex GST to purchase the plants and containers. To date we have spent \$5,763.96 (GST incl):
- Plants: \$4,039.00
  - Pots: \$1,724.96
- Due to the large expanse of the foyer, the treasurer sought a further \$1,500 to purchase additional pots /plants to fill in the gaps, especially in the northern area near the outdoor pool corridor and to complement the current groupings of plants. EC members declined the request but agreed that proposed further enhancements would be subject to budgeting and endorsement at the next AGM.
- 5.7 Garage Water Damage.** A pipe burst in the garage and leaked onto timber flooring and a motorbike seat stored in the owners garage. The IVY Owners Corporation (OC) Building Insurer Coverforce advised that as the damage occurred on private property not common property, e.g., the owners garage, a claim cannot be lodged with the OC Insurer. The owners will need to lodge a claim for damages with their building contents insurer.

## 6. MATTERS FOR DISCUSSION

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- 6.1 Onboarding and off boarding example** – Martin Caddick – This discussion has been deferred to the next meeting.

- 6.2 Solar Update.** Martin Caddick submitted a preliminary business case for the installation of solar panels on the IVY roof (level 16) to provide common power electricity. Discussion was had over the cost benefits of solar panels and the installation process to be followed before the business case can be considered by the EC. Martin Caddick will finalise the business case proposal (with a formal cost / benefit analysis and quote) before the next EC meeting in April. If endorsed by the EC, the business case will then be presented to owners for consideration, either at a Special General Meeting or at the Annual General Meeting in November.
- 6.3 Rule Breach Notices.** It was reported that a resident held a party that went from 8 pm until 2 am. This resident has previously had similar parties that have gone until late into the night. The Strata Manager will contact the Property Manager of this unit and will issue a warning notice. If the behaviour does not cease a breach notice will be issued. Vantage will draft a letter to be sent to the owner of the Unit issuing a breach notice for nuisance as the current path of communicating concerns through the property manager is unsuccessful.
- 6.4 Update – IVY foyer concepts** – update on consultation with Interior Designers: Anna Goh (QBI Architects); and Lorraine Newnham (LN Interiors):
- 6.4.1** Anna Goh did not respond to Request for Quote.
- 6.4.2** Lorraine Newnham quote – Grafico print on northern foyer wall. Lorraine has also been asked to provide a comparison quote on paint / artwork for the wall. Lorraine Newnham has agreed to act as the IVY interior designer and prepare concept drawings for beautification of the IVY foyer for consideration by owners at the AGM. The EC agreed to fund up to 20 hours of design work (\$125 per hour) to engage Lorraine to prepare the design concepts.
- 6.5** Animal Welfare have been contacted by an owner in relation to barking dogs at Ivy. It was noted that dogs have also been seen sitting on couches in common areas and reported by several residents as barking constantly at different times of the day. A warning notice will be sent to the owner of the dogs to say they cannot climb on the common property furniture and that the noise of the dogs barking is disturbing other residents.

## **7. STRATA MANAGER UPDATE**

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- 7.1 Antisocial behaviour.** The Strata Manager expressed concern about the recent decline in socially acceptable behaviour at the IVY. Some residents have been subject to verbal abuse and vandalism by other residents. On two occasions, the strata manager had to escalate an issue to a team leader as the emails / phone calls from an owner bordered on abusive. The EC has also received abusive emails from a resident over barking animals and the Ivy foyer beautification. The Strata Manager and the EC all agreed that antisocial behaviour of any kind will not be tolerated, and any future incidents will be reported to the police.
- 7.2 ACAT Update Origin Gas Bill.** This has been adjourned until the next meeting.
- 7.3 Ivy Welcome Pack Update.** This has been adjourned until the next meeting.
- 7.4 Special General Meeting – Strata Vote Demonstration –** This has been adjourned until the next meeting.
- 7.5 AGM 2023 1<sup>ST</sup> draft timeline** – This will be emailed to all EC members.

- 7.6 ActweAGL EV Charging proposal.** The meeting with ActewAGL to discuss EV charging on 16 March 2023 has been deferred until 11 April 2023.
- 7.7 Strata manager regular visits to Ivy.** Vanessa would like to spend 2 hours a month on the first day of the month at Ivy. This will give Vanessa a chance to read through the Facilities Manager report and look at the outstanding items. Vanessa would also be available to talk to residents in the foyer should they have any outstanding Strata matters they wish to discuss.

## **8. MEETING CLOSURE AND NEXT MEETING**

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With no further business the meeting officially closed at 8:20pm. The next EC Meeting will be held on Wednesday 19 April 2023 at 6:00pm

# Vantage Strata Pty Ltd

Level 4, DKS No 2., 23 Challis Street DICKSON ACT 2602 ABN: 79602359482

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## Balance Sheet - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606 For the Financial Period 01/10/2022 to 15/03/2023

### Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
<b>Assets</b>			
Cash At Bank			
The Owners Unit Plan 4787	\$567,955.28	\$195,990.88	\$763,946.16
<i>Macquarie Bank BSB: 182-266 Acc No: 217153303</i>			
GST Paid	\$15,693.54	\$0.00	\$15,693.54
Receivable	\$40,030.27	\$7,308.83	\$47,339.10
<b>Total Assets</b>	<b>\$623,679.09</b>	<b>\$203,299.71</b>	<b>\$826,978.80</b>
<b>Liabilities</b>			
BAS Clearing	\$(5,796.03)	\$4,005.03	\$(1,791.00)
GST Collected	\$26,095.34	\$4,037.43	\$30,132.77
GST Uncollected	\$2,436.30	\$588.25	\$3,024.55
Levies Paid In Advance	\$13,231.72	\$838.34	\$14,070.06
<b>Total Liabilities</b>	<b>\$35,967.33</b>	<b>\$9,469.05</b>	<b>\$45,436.38</b>
<b>Net Assets</b>	<b>\$587,711.76</b>	<b>\$193,830.66</b>	<b>\$781,542.42</b>
<b>Owners Funds</b>			
Opening Balance	\$521,838.66	\$112,601.62	\$634,440.28
Net Income For The Period	\$65,873.10	\$81,229.04	\$147,102.14
<b>Total Owners Funds</b>	<b>\$587,711.76</b>	<b>\$193,830.66</b>	<b>\$781,542.42</b>

**Income and Expenditure Statement - U/Plan 4787****"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 15/03/2023

**Consolidated****Administrative Fund**

	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Insurance Claim Recoveries	\$0.00	\$0.00	\$1,000.00
Interest	\$721.77	\$0.00	\$657.97
Levy Income Admin	\$535,416.28	\$1,070,833.75	\$977,243.27
<b>Total Administrative Fund Income</b>	<b>\$536,138.05</b>	<b>\$1,070,833.75</b>	<b>\$978,901.24</b>

**Expenses**

Audit Fees	\$0.00	\$2,250.00	\$4,500.00
BAS & Tax Preparation	\$210.00	\$0.00	\$105.00
Bank Charges	\$(3.24)	\$0.00	\$9.09
Banking, Software & Infrastructure	\$131.25	\$315.00	\$262.50
Bin Lifter / Hoist - Contract	\$420.00	\$0.00	\$0.00
Building Improvements	\$0.00	\$10,000.00	\$1,846.36
BuildingLink	\$6,696.00	\$6,696.00	\$6,696.00
Capital Equipment Acquisitions - Admin	\$15,000.00	\$12,990.00	\$0.00
Cleaning - Bin Chutes	\$0.00	\$4,950.00	\$2,835.00
Cleaning - Bins	\$4,370.00	\$10,092.00	\$0.00
Cleaning - Carpark	\$0.00	\$4,900.00	\$1,395.00
Cleaning - Carpets	\$0.00	\$5,005.00	\$4,555.00
Cleaning - Contract	\$70,841.70	\$168,376.50	\$132,880.00
Cleaning - General	\$9,830.64	\$5,622.77	\$0.00
Cleaning - Windows	\$17,900.00	\$36,000.00	\$0.00
Cleaning Supplies	\$87.40	\$0.00	\$0.00
Consumables	\$0.00	\$0.00	\$4,269.83
Consumables	\$1,318.35	\$0.00	\$0.00
Contingency	\$9,467.37	\$76,596.60	\$0.00
Contractor Compliance Fee	\$87.00	\$0.00	\$86.00
Debt Recovery	\$0.00	\$0.00	\$0.00
Electrical - Maint. Contract	\$400.00	\$1,507.00	\$0.00
Electricity	\$21,110.51	\$108,000.00	\$89,705.97
Facilities Management Services	\$50,642.30	\$101,117.58	\$82,544.70
Fire - Maintenance Contract	\$7,575.40	\$12,660.96	\$12,533.24
Fire - Monitoring	\$2,205.00	\$0.00	\$0.00
Fire - Passive Maintenance Contract	\$0.00	\$9,120.00	\$0.00
Fire - Repairs & Replacement	\$1,713.00	\$1,440.00	\$1,199.00
Furniture	\$0.00	\$0.00	\$1,061.91
Garbage Chute - Maint. Contract	\$1,350.00	\$2,700.00	\$0.00

**Income and Expenditure Statement - U/Plan 4787****"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 15/03/2023

**Consolidated****Administrative Fund**

	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
Gardening - Contract	\$5,794.72	\$17,160.00	\$12,208.30
Gardening - Irrigation	\$0.00	\$0.00	\$1,464.07
Gardening - Maintenance Other	\$400.00	\$1,600.00	\$3,813.64
Gas Usage	\$0.00	\$111,400.00	\$448.64
Gym - Contract	\$2,850.00	\$2,850.00	\$0.00
Gym - Equipment	\$0.00	\$500.00	\$190.77
HVAC - Contract	\$5,200.00	\$12,480.00	\$0.00
Height Safety Certification	\$0.00	\$0.00	\$1,200.00
Hot Water Supply	\$570.26	\$1,430.00	\$912.56
Insurance Premium	\$97,274.74	\$120,000.00	\$0.00
Keys, Remotes & Swipes	\$(1,143.61)	\$0.00	\$(3,108.16)
Lifts - Maint. Contract	\$12,300.98	\$12,912.00	\$18,567.03
Lifts - Repairs & Maint.	\$5,200.00	\$3,960.00	\$120.00
Lodgement Fees	\$0.00	\$0.00	\$140.91
Management Fees (Schedule B)	\$300.00	\$0.00	\$150.00
Management Fees - Strata	\$36,037.50	\$90,093.80	\$69,750.00
Miscellaneous Expenses	\$2,091.51	\$0.00	\$182.50
Other Expenses	\$0.00	\$3,000.00	\$0.00
Pest Control	\$500.00	\$1,850.00	\$1,600.00
Plumbing - Maint. Contract	\$1,529.08	\$4,980.00	\$6,902.67
Pool -Contract	\$13,339.67	\$25,200.00	\$37,695.05
Professional Services	\$0.00	\$0.00	\$3,500.00
R & M Buildings	\$2,975.00	\$0.00	\$0.00
R & M Doors	\$170.00	\$0.00	\$0.00
R & M Electrical	\$8,930.00	\$10,600.00	\$17,765.48
R & M Garage	\$800.00	\$0.00	\$0.00
R & M General	\$3,217.70	\$1,800.00	\$5,399.33
R & M Gym Equipment	\$0.00	\$0.00	\$2,942.27
R & M HVAC	\$0.00	\$0.00	\$3,565.00
R & M Hot Water System	\$0.00	\$0.00	\$1,804.72
R & M Locks	\$0.00	\$0.00	\$635.45
R & M Painting	\$0.00	\$0.00	\$140.00
R & M Plant and Service Rooms	\$0.00	\$1,350.00	\$0.00
R & M Plumbing	\$8,880.48	\$2,000.00	\$529.10
R & M Pool	\$5,364.75	\$3,600.00	\$1,021.09
R & M Roof	\$11,464.78	\$23,128.55	\$0.00
R & M Upgrades and Replacements	\$0.00	\$32,500.00	\$0.00
Reports - Consultants	\$6,966.36	\$14,700.00	\$327.27
Room Hire	\$590.91	\$1,000.00	\$877.27

# Vantage Strata Pty Ltd

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## Income and Expenditure Statement - U/Plan 4787

### "THE IVY WODEN"

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2022 to 15/03/2023

#### Consolidated

#### Administrative Fund

	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
Security & Access System	\$0.00	\$0.00	\$680.00
Security General	\$1,956.00	\$18,400.00	\$3,663.19
Security Patrols	\$0.00	\$0.00	\$382.50
Signage	\$1,800.90	\$0.00	\$1,387.98
Trade Waste	\$0.00	\$0.00	\$5,381.66
Water Usage	\$13,550.54	\$72,000.00	\$66,927.44
<b>Total Administrative Fund Expenses</b>	<b>\$470,264.95</b>	<b>\$1,170,833.76</b>	<b>\$615,652.33</b>
<b>Administrative Fund Surplus/Deficit</b>	<b>\$65,873.10</b>	<b>\$(100,000.01)</b>	<b>\$363,248.91</b>

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## Income and Expenditure Statement - U/Plan 4787

### "THE IVY WODEN"

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2022 to 15/03/2023

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	<b>Consolidated</b>		
<b>Sinking Fund</b>	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Interest	\$109.20	\$0.00	\$101.62
Levy Income Sinking	\$81,119.84	\$162,240.00	\$112,500.00
<b>Total Sinking Fund Income</b>	<b>\$81,229.04</b>	<b>\$162,240.00</b>	<b>\$112,601.62</b>
<b>Expenses</b>			
Sinking Fund Contribution	\$0.00	\$162,240.00	\$0.00
<b>Total Sinking Fund Expenses</b>	<b>\$0.00</b>	<b>\$162,240.00</b>	<b>\$0.00</b>
<b>Sinking Fund Surplus/Deficit</b>	<b>\$81,229.04</b>	<b>\$0.00</b>	<b>\$112,601.62</b>

Inv Date	Supplier	Inv Number	Inv Description	Inv Amount	GL Code
08/03/2023	Maritex Commercial Pty Ltd	INV-70357	WO344: Replaced 12x faulty downlights	\$693.00	RMELECT
02/03/2023	Point Facilities	INV-0935	March 2023 service agreement	\$9,306.92	FACMAN
02/03/2023	Water Tight - ACT	23927	WO185: Re-attended to site for leaking above car p	\$291.00	RMPLUMB-
01/03/2023	Water Tight - ACT	INV-9532	March 2023 service agreement	\$420.50	PLMAINT-A
01/03/2023	All Seasons Horticultural	INV-23725	February 2023 - service agreement	\$1,593.55	GARDCO-AI
28/02/2023	M&M Rolfe Cleaning Serv P/L	INV-6426	February 2023 cleaning contract	\$15,344.05	CLEANCO-A
28/02/2023	Inside Outside	00079898	Water extraction and cleanup of basement	\$616.00	CLEAN&BM
24/02/2023	QIA Group Pty Ltd	165707	Maintenance Plan ACT	\$2,703.00	REPCON-AI
24/02/2023	Royal Pest Control	92444	February 2023 - quarterly service bait stations	\$275.00	PESTCONT
24/02/2023	QIA Group Pty Ltd	165708	Asset Register	\$2,703.00	REPCON-AI
22/02/2023	Seda Services ACT	36359	January 2023 Maintenance contract	\$1,144.00	HVCC
09/02/2023	ACT Wheelie Clean	00011114	Garbage hopper & recycling bins	\$2,563.00	CLEANBINS
08/02/2023	AM&DM Roofing	INV-1454	February 2023 - Preventive roof maintenance 02/0:	\$3,096.50	RMROOF
06/02/2023	Complete Essential Fire & Alr	INV-32842	February 2023 - Fire maintenance contract	\$1,160.59	FIREMAI-AI
06/02/2023	Point Facilities	INV-0917	Supply of blank lock barrels to fill vacant holes	\$244.20	RMGEN
05/02/2023	CMB Resourcing *	INV-999-616	Smoke door signs	\$704.00	CONTG
04/02/2023	Sprayjet	IV00008148	Removal of graffiti from wall	\$176.00	RMBUILD-A
03/02/2023	ADT Fire Monitoring	988698	01/01/23 to 31/03/23 fire alarm monitoring	\$6,600.00	FIREMON
02/02/2023	Point Facilities	INV-0907	February 2023 - FM services contract	\$9,306.92	FACMAN
01/02/2023	Water Tight - ACT	INV-9473	February 2023 Plumbing Maintenance Agreement	\$420.50	PLMAINT-A
01/02/2023	Complete Essential Fire & Alr	INV-32896	WO243: Supply and Install 2x12V 33Ah Batteries to	\$1,004.30	FIREREP-AC
31/01/2023	M&M Rolfe Cleaning Serv P/L	INV-6332	January 2023 (Consumables)	\$96.14	CLEANSUP
31/01/2023	M&M Rolfe Cleaning Serv P/L	INV-6270	January 2023 Cleaning Services contract	\$15,344.05	CLEANCO-A
31/01/2023	Cool Pools of Canberra	INV-1410	January 2023	\$3,072.00	POOLCO-AI
31/01/2023	Cool Pools of Canberra	INV-1596	January 2023 consumables	\$1,450.15	CONSUMAI
30/01/2023	MSR Electrical	14937	January 2023 - foyer sliding door maintenance	\$187.00	RMDOORS
25/01/2023	Water Tight - ACT	25575	Installed a second hose clamp	\$291.00	RMPLUMB-
23/01/2023	All Seasons Horticultural	INV-23623	January 2023 (Garden Contract)	\$1,593.55	GARDCO-AI
19/01/2023	Maritex Commercial Pty Ltd	INV-69662	WO293: Replace 3x downlights with new LED down	\$1,391.50	RMELECT
13/01/2023	Water Tight - ACT	25471	Disabled shower in common area was clogged - Del	\$246.00	RMPLUMB-
13/01/2023	Trades Monitor	105216/SP47	Trades Monitor for 01/01/2023 to 31/12/2023	\$95.70	CONTRCON
11/01/2023	Rigcom	31728	Install white flashing over joint	\$1,738.44	RMROOF
10/01/2023	Complete Essential Fire & Alr	INV-32188	January 2023 - Fire Maintenance Service	\$1,160.59	FIREMAI-AI

09/01/2023	Sprayjet	IV00008048	Removal of graffiti from substation	\$242.00	RMGEN
02/01/2023	Point Facilities	INV-0885	Facilities Management January 2023	\$9,306.92	BUILDMAN
01/01/2023	Water Tight - ACT	INV-9402	January 2023 - Plumbing Maintenance Agreement	\$420.50	PLMAINT-A
01/01/2023	GymQuip Fitness	INV-9856	Prev maintenance Jan to Dec 2023	\$3,135.00	CYMCONTF
31/12/2022	Cool Pools of Canberra	INV-1144	December 2022 (Pool Maintenance)	\$3,365.50	POOLCO-AI
31/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6237	December 2022 (Consumables)	\$86.46	CLEANCO-A
30/12/2022	Icon Water Limited	99992606870	Water Rates 29/09/2022-29/12/2022 (6614KL use)	\$15,190.15	WATER
30/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6134	Cleaning internal windows on 1,2,5 December 2022	\$1,736.35	CLEAN&BV
30/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6138	High pressure cleaning on 14,15,16 December 2022	\$3,791.85	CLEAN&BV
30/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6216	December 2022 - General Cleaning Services	\$15,344.05	CLEANCO-A
28/12/2022	Origin Energy 130112	10200284608	Electric Hot Water 28/09/2022-28/12/2022 (9610	\$202.92	HOTWATSL
28/12/2022	Origin Energy 130112	10200284608	Electric Hot Water 27/09/2022-28/12/2022 (2400	\$104.48	HOTWATSL
20/12/2022	All Seasons Horticultural	INV-23509	December 2022 (Garden Contract)	\$1,593.55	GARDCO-AI
19/12/2022	Maritex Commercial Pty Ltd	INV-69320	3-Monthly Light Run (December 2022)	\$440.00	ELECTCONT
19/12/2022	Seda Services ACT	34757	November 2022 Maintenance contract	\$1,144.00	HVAC
12/12/2022	All Seasons Horticultural	INV-23411	Repair 5 Faults in Dripper Line and Shrubblers	\$440.00	GARDMA
09/12/2022	Otis Elevator	1882534	01/01/23 to 31/03/23	\$6,675.01	LIFTCON-AI
08/12/2022	Insnrng Techne	IN038021	Pool Repairs: 40g Internal Cell	\$1,010.35	RMPOOL-A
02/12/2022	Point Facilities	INV-0864	Facilities Management December 2022	\$9,306.92	FACMAN
02/12/2022	Maritex Commercial Pty Ltd	INV-69070	Repair bollard light and modified spa light	\$418.00	RMELECT
02/12/2022	Complete Essential Fire & Alr	INV-31113	Diesel pump service	\$2,530.00	FIREMAI-AI
02/12/2022	Complete Essential Fire & Alr	INV-31640	Fire Maintenance - Sprinklers/Pumps/Fire Alarm &	\$1,160.59	FIREMAI-AI
01/12/2022	Water Tight - ACT	INV-9366	December 2022 (Monthly Service Contract)	\$420.50	PLMAINT-A
30/11/2022	Cool Pools of Canberra	INV-0875	November 22 (Pool Maintenance)	\$2,416.85	POOLCO-AI
30/11/2022	M&M Rolfe Cleaning Serv P/L	INV-6093	High pressure clean of front area walls	\$1,083.50	CLEAN&BV
30/11/2022	Water Tight - ACT	24834	WO247: Multiple Plumbing Issues	\$1,851.00	RMPLUMB-
30/11/2022	M&M Rolfe Cleaning Serv P/L	INV-6077	General Cleaning Services - November 2022	\$15,344.05	CLEANCO-A
25/11/2022	Water Tight - ACT	24559	Basement leak above U23 car space	\$291.00	RMPLUMB-
25/11/2022	Water Tight - ACT	24558	U27: Investigate water hammer	\$291.00	RMPLUMB-
25/11/2022	All Seasons Horticultural	INV-23400	November 22 (Garden Contract)	\$1,593.55	GARDEN
25/11/2022	Water Tight - ACT	24557	Water hammer issue	\$565.00	RMPLUMB-
24/11/2022	Water Tight - ACT	24907	Hot water system switch board	\$450.00	RMPLUMB-
23/11/2022	Royal Pest Control	92408	45 x rodent bait station service	\$275.00	PESTCONT
22/11/2022	Maritex Commercial Pty Ltd	INV-68920	WO246: Replace emergency lights	\$4,125.00	RMPLUMB-

21/11/2022	Point Facilities	INV-0858	Non-slip markers on weights gym floor	\$84.37 RMGEN
17/11/2022	Origin Energy 130112	90000130874	Electricity -	\$45,221.56 ELECT
14/11/2022	Point Facilities	INV-0853	Welded extentions for forklift arms	\$531.30 RMGEN
14/11/2022	Wastech Engineering	662049149	Servicing of chute doors	\$1,485.00 GCMC
14/11/2022	Canberra Sweeping	505	Basements 1 & 2 clean	\$2,909.50 CLEAN&BV
09/11/2022	Complete Essential Fire & Alr	INV-31202	Fire - Maintenance Contract (isolated basement for	\$396.00 FIREMAINT
09/11/2022	Seda Services ACT	33701	October 22 (HVAC Maintenance)	\$1,144.00 HVAC
08/11/2022	Complete Essential Fire & Alr	INV-31144	WO240: Replacement and install spacers	\$484.00 FIREREP-AC
07/11/2022	Maritex Commercial Pty Ltd	INV-68689	Common Area lighting repairs (November 2022)	\$1,270.50 RMELECT
04/11/2022	Coverforce	55994	Insurance 05/11/2022-05/11/2023	\$99,934.71 INS PREM
04/11/2022	Complete Essential Fire & Alr	INV-30976	Fire Maintenance November 2022	\$1,160.59 FIREMAINT
04/11/2022	Coverforce	55998	Machinery Breakdown Insurance 05/11/2022-05/11/2023	\$7,067.50 INS PREM
03/11/2022	Otis Elevator	1876025	31/10/22 to 31/12/22	\$181.07 LIFTCONTR
02/11/2022	Point Facilities	INV-0835	Facilities Management November 2022	\$9,079.92 FACMAN
01/11/2022	Water Tight - ACT	INV-9253	October 2022 - Plumbing Maintenance Agreement	\$420.50 PLMAINT
31/10/2022	Cool Pools of Canberra	INV-0586	October 22 (Pool Maintenance)	\$3,542.10 POOLCON
31/10/2022	M&M Rolfe Cleaning Serv P/L	INV-5927	General Cleaning Services - October 2022	\$15,344.05 CLEANCON
26/10/2022	Water Tight - ACT	24154	Plumbing - Maint. Contract	\$3,707.00 PLMAINT
26/10/2022	ADT Fire Monitoring	976620	21 Oct 22 to 20 Oct 23	\$2,425.50 FIREMON
26/10/2022	Point Facilities	INV-0822	Replace sauna lights October 2022	\$199.10 RMGEN
26/10/2022	Water Tight - ACT	24560	Plumbing - Maint. Contract (Pool Bathrooms)	\$381.00 PLMAINT
25/10/2022	Canberra Southern Cross Club*	09325202	Room Hire 2022 AGM 2 November 2022	\$650.00 ROOMH
25/10/2022	Rope Access	15582	Window cleaning October 2022	\$19,690.00 CLEANWIN
20/10/2022	Cool Pools of Canberra	INV-0513	Pool Maintenance 02/09/22 to 30/09/22	\$2,054.40 POOLCON
17/10/2022	Fermax ACT	00000404	50 x teardrop key fobs	\$660.00 KEYREMOT
13/10/2022	Seda Services ACT	32906	HVAC - Monthly Maintenance - September 22	\$1,144.00 HVAC
10/10/2022	QIA Group Pty Ltd	181868	2022 Insurance Valuation	\$2,257.00 INSVAL
06/10/2022	Maritex Commercial Pty Ltd	INV-68192	WO194: replace 3 x corridor lights	\$1,925.00 RMELECT
06/10/2022	Otis Elevator	528556	Replace 3 x broken lift buttons in Lift #3	\$132.00 RMLIFT
04/10/2022	Capital Doorworks	23991	20 Remotes to be Supplied and Programmed	\$1,620.00 KEYREMOT
03/10/2022	Point Facilities	INV-0814	Attendance at EC Meeting 21/09/22	\$319.00 FACMAN
02/10/2022	Point Facilities	INV-0806	Facilities Management Services - October 22	\$9,079.92 FACMAN
01/10/2022	Water Tight - ACT	INV-9175	Plumbing Maintenance - October 22	\$390.50 PLMAINT
08/03/2023	Maritex Commercial Pty Ltd	INV-70357	WO344: Replaced 12x faulty downlights	\$693.00 RMELECT

02/03/2023	Point Facilities	INV-0935	March 2023 service agreement	\$9,306.92 FACMAN
02/03/2023	Water Tight - ACT	23927	WO185: Re-attended to site for leaking above car p	\$291.00 RMPLUMB-
01/03/2023	Water Tight - ACT	INV-9532	March 2023 service agreement	\$420.50 PLMAINT-A
01/03/2023	All Seasons Horticultural	INV-23725	February 2023 - service agreement	\$1,593.55 GARDCO-AI
28/02/2023	M&M Rolfe Cleaning Serv P/L	INV-6426	February 2023 cleaning contract	\$15,344.05 CLEANCO-A
28/02/2023	Inside Outside	00079898	Water extraction and cleanup of basement	\$616.00 CLEAN&BN
24/02/2023	QIA Group Pty Ltd	165707	Maintenance Plan ACT	\$2,703.00 REPCON-AI
24/02/2023	Royal Pest Control	92444	February 2023 - quarterly service bait stations	\$275.00 PESTCONT
24/02/2023	QIA Group Pty Ltd	165708	Asset Register	\$2,703.00 REPCON-AI
22/02/2023	Seda Services ACT	36359	January 2023 Maintenance contract	\$1,144.00 HVCC
09/02/2023	ACT Wheelie Clean	00011114	Garbage hopper & recycling bins	\$2,563.00 CLEANBINS
08/02/2023	AM&DM Roofing	INV-1454	February 2023 - Preventive roof maintenance 02/0:	\$3,096.50 RMROOF
06/02/2023	Complete Essential Fire & Alr	INV-32842	February 2023 - Fire maintenance contract	\$1,160.59 FIREMAI-AI
06/02/2023	Point Facilities	INV-0917	Supply of blank lock barrels to fill vacant holes	\$244.20 RMGEN
05/02/2023	CMB Resourcing *	INV-999-616	Smoke door signs	\$704.00 CONTG
04/02/2023	Sprayjet	IV00008148	Removal of graffiti from wall	\$176.00 RMBUILD-A
03/02/2023	ADT Fire Monitoring	988698	01/01/23 to 31/03/23 fire alarm monitoring	\$6,600.00 FIREMON
02/02/2023	Point Facilities	INV-0907	February 2023 - FM services contract	\$9,306.92 FACMAN
01/02/2023	Water Tight - ACT	INV-9473	February 2023 Plumbing Maintenance Agreement	\$420.50 PLMAINT-A
01/02/2023	Complete Essential Fire & Alr	INV-32896	WO243: Supply and Install 2x12V 33Ah Batteries to	\$1,004.30 FIREREP-AC
31/01/2023	M&M Rolfe Cleaning Serv P/L	INV-6332	January 2023 (Consumables)	\$96.14 CLEANSUP
31/01/2023	M&M Rolfe Cleaning Serv P/L	INV-6270	January 2023 Cleaning Services contract	\$15,344.05 CLEANCO-A
31/01/2023	Cool Pools of Canberra	INV-1410	January 2023	\$3,072.00 POOLCO-AI
31/01/2023	Cool Pools of Canberra	INV-1596	January 2023 consumables	\$1,450.15 CONSUMAI
30/01/2023	MSR Electrical	14937	January 2023 - foyer sliding door maintenance	\$187.00 RMDOORS
25/01/2023	Water Tight - ACT	25575	Installed a second hose clamp	\$291.00 RMPLUMB-
23/01/2023	All Seasons Horticultural	INV-23623	January 2023 (Garden Contract)	\$1,593.55 GARDCO-AI
19/01/2023	Maritex Commercial Pty Ltd	INV-69662	WO293: Replace 3x downlights with new LED down	\$1,391.50 RMELECT
13/01/2023	Water Tight - ACT	25471	Disabled shower in common area was clogged - Del	\$246.00 RMPLUMB-
13/01/2023	Trades Monitor	105216/SP47	Trades Monitor for 01/01/2023 to 31/12/2023	\$95.70 CONTRCON
11/01/2023	Rigcom	31728	Install white flashing over joint	\$1,738.44 RMROOF
10/01/2023	Complete Essential Fire & Alr	INV-32188	January 2023 - Fire Maintenance Service	\$1,160.59 FIREMAI-AI
09/01/2023	Sprayjet	IV00008048	Removal of graffiti from substation	\$242.00 RMGEN
02/01/2023	Point Facilities	INV-0885	Facilities Management January 2023	\$9,306.92 BUILDMAN

01/01/2023	Water Tight - ACT	INV-9402	January 2023 - Plumbing Maintenance Agreement	\$420.50	PLMAINT-A
01/01/2023	GymQuip Fitness	INV-9856	Prev maintenance Jan to Dec 2023	\$3,135.00	CYMCONTF
31/12/2022	Cool Pools of Canberra	INV-1144	December 2022 (Pool Maintenance)	\$3,365.50	POOLCO-AI
31/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6237	December 2022 (Consumables)	\$86.46	CLEANCO-A
30/12/2022	Icon Water Limited	99992606870	Water Rates 29/09/2022-29/12/2022 (6614KL use)	\$15,190.15	WATER
30/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6134	Cleaning internal windows on 1,2,5 December 2022	\$1,736.35	CLEAN&BV
30/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6138	High pressure cleaning on 14,15,16 December 2022	\$3,791.85	CLEAN&BV
30/12/2022	M&M Rolfe Cleaning Serv P/L	INV-6216	December 2022 - General Cleaning Services	\$15,344.05	CLEANCO-A
28/12/2022	Origin Energy 130112	10200284608	Electric Hot Water 28/09/2022-28/12/2022 (9610	\$202.92	HOTWATSL
28/12/2022	Origin Energy 130112	10200284608	Electric Hot Water 27/09/2022-28/12/2022 (2400	\$104.48	HOTWATSL
20/12/2022	All Seasons Horticultural	INV-23509	December 2022 (Garden Contract)	\$1,593.55	GARDCO-AI
19/12/2022	Maritex Commercial Pty Ltd	INV-69320	3-Monthly Light Run (December 2022)	\$440.00	ELECTCONT
19/12/2022	Seda Services ACT	34757	November 2022 Maintenance contract	\$1,144.00	HVAC
12/12/2022	All Seasons Horticultural	INV-23411	Repair 5 Faults in Dripper Line and Shrubblers	\$440.00	GARDMA
09/12/2022	Otis Elevator	1882534	01/01/23 to 31/03/23	\$6,675.01	LIFTCON-AI
08/12/2022	Insng Techne	IN038021	Pool Repairs: 40g Internal Cell	\$1,010.35	RMPOOL-A
02/12/2022	Point Facilities	INV-0864	Facilities Management December 2022	\$9,306.92	FACMAN
02/12/2022	Maritex Commercial Pty Ltd	INV-69070	Repair bollard light and modified spa light	\$418.00	RMELECT
02/12/2022	Complete Essential Fire & Alr	INV-31113	Diesel pump service	\$2,530.00	FIREMAI-AI
02/12/2022	Complete Essential Fire & Alr	INV-31640	Fire Maintenance - Sprinklers/Pumps/Fire Alarm &	\$1,160.59	FIREMAI-AI
01/12/2022	Water Tight - ACT	INV-9366	December 2022 (Monthly Service Contract)	\$420.50	PLMAINT-A
30/11/2022	Cool Pools of Canberra	INV-0875	November 22 (Pool Maintenance)	\$2,416.85	POOLCO-AI
30/11/2022	M&M Rolfe Cleaning Serv P/L	INV-6093	High pressure clean of front area walls	\$1,083.50	CLEAN&BV
30/11/2022	Water Tight - ACT	24834	WO247: Multiple Plumbing Issues	\$1,851.00	RMPLUMB-
30/11/2022	M&M Rolfe Cleaning Serv P/L	INV-6077	General Cleaning Services - November 2022	\$15,344.05	CLEANCO-A
25/11/2022	Water Tight - ACT	24559	Basement leak above U23 car space	\$291.00	RMPLUMB-
25/11/2022	Water Tight - ACT	24558	U27: Investigate water hammer	\$291.00	RMPLUMB-
25/11/2022	All Seasons Horticultural	INV-23400	November 22 (Garden Contract)	\$1,593.55	GARDEN
25/11/2022	Water Tight - ACT	24557	Water hammer issue	\$565.00	RMPLUMB-
24/11/2022	Water Tight - ACT	24907	Hot water system switch board	\$450.00	RMPLUMB-
23/11/2022	Royal Pest Control	92408	45 x rodent bait station service	\$275.00	PESTCONT
22/11/2022	Maritex Commercial Pty Ltd	INV-68920	WO246: Replace emergency lights	\$4,125.00	RMPLUMB-
21/11/2022	Point Facilities	INV-0858	Non-slip markers on weights gym floor	\$84.37	RMGEN
17/11/2022	Origin Energy 130112	90000130874	Electricity -	\$45,221.56	ELECT

14/11/2022	Point Facilities	INV-0853	Welded extentions for forklift arms	\$531.30 RMGEN
14/11/2022	Wastech Engineering	662049149	Servicing of chute doors	\$1,485.00 GCMC
14/11/2022	Canberra Sweeping	505	Basements 1 & 2 clean	\$2,909.50 CLEAN&BM
09/11/2022	Complete Essential Fire & Alr	INV-31202	Fire - Maintenance Contract (isolated basement for	\$396.00 FIREMAINT
09/11/2022	Seda Services ACT	33701	October 22 (HVAC Maintenance)	\$1,144.00 HVAC
08/11/2022	Complete Essential Fire & Alr	INV-31144	WO240: Replacement and install spacers	\$484.00 FIREREP-AC
07/11/2022	Maritex Commercial Pty Ltd	INV-68689	Common Area lighting repairs (November 2022)	\$1,270.50 RMELECT
04/11/2022	Coverforce	55994	Insurance 05/11/2022-05/11/2023	\$99,934.71 INS PREM
04/11/2022	Complete Essential Fire & Alr	INV-30976	Fire Maintenance November 2022	\$1,160.59 FIREMAINT
04/11/2022	Coverforce	55998	Machinery Breakdown Insurance 05/11/2022-05/11/2023	\$7,067.50 INS PREM
03/11/2022	Otis Elevator	1876025	31/10/22 to 31/12/22	\$181.07 LIFTCONTR
02/11/2022	Point Facilities	INV-0835	Facilities Management November 2022	\$9,079.92 FACMAN
01/11/2022	Water Tight - ACT	INV-9253	October 2022 - Plumbing Maintenance Agreement	\$420.50 PLMAINT
31/10/2022	Cool Pools of Canberra	INV-0586	October 22 (Pool Maintenance)	\$3,542.10 POOLCON
31/10/2022	M&M Rolfe Cleaning Serv P/L	INV-5927	General Cleaning Services - October 2022	\$15,344.05 CLEANCON
26/10/2022	Water Tight - ACT	24154	Plumbing - Maint. Contract	\$3,707.00 PLMAINT
26/10/2022	ADT Fire Monitoring	976620	21 Oct 22 to 20 Oct 23	\$2,425.50 FIREMON
26/10/2022	Point Facilities	INV-0822	Replace sauna lights October 2022	\$199.10 RMGEN
26/10/2022	Water Tight - ACT	24560	Plumbing - Maint. Contract (Pool Bathrooms)	\$381.00 PLMAINT
25/10/2022	Canberra Southern Cross Club*	09325202	Room Hire 2022 AGM 2 November 2022	\$650.00 ROOMH
25/10/2022	Rope Access	15582	Window cleaning October 2022	\$19,690.00 CLEANWIN
20/10/2022	Cool Pools of Canberra	INV-0513	Pool Maintenance 02/09/22 to 30/09/22	\$2,054.40 POOLCON
17/10/2022	Fermax ACT	00000404	50 x teardrop key fobs	\$660.00 KEYREMOT
13/10/2022	Seda Services ACT	32906	HVAC - Monthly Maintenance - September 22	\$1,144.00 HVAC
10/10/2022	QIA Group Pty Ltd	181868	2022 Insurance Valuation	\$2,257.00 INSVAL
06/10/2022	Maritex Commercial Pty Ltd	INV-68192	WO194: replace 3 x corridor lights	\$1,925.00 RMELECT
06/10/2022	Otis Elevator	528556	Replace 3 x broken lift buttons in Lift #3	\$132.00 RMLIFT
04/10/2022	Capital Doorworks	23991	20 Remotes to be Supplied and Programmed	\$1,620.00 KEYREMOT
03/10/2022	Point Facilities	INV-0814	Attendance at EC Meeting 21/09/22	\$319.00 FACMAN
02/10/2022	Point Facilities	INV-0806	Facilities Management Services - October 22	\$9,079.92 FACMAN
01/10/2022	Water Tight - ACT	INV-9175	Plumbing Maintenance - October 22	\$390.50 PLMAINT
01/10/2022	Complete Essential Fire & Alr	INV-30317	Monthly Fire Maintenance - October 22	\$1,160.59 FIREMAINT
30/09/2022	Rigcom	31526	Installation of Height Safety System	\$7,776.32 RMROOF
30/09/2022	M&M Rolfe Cleaning Serv P/L	INV-5769	September 22 M & M Rolfe 1st month (part payme	\$1,770.45 CLEANCON

30/09/2022	Inside Outside	00075324	Public Holiday Bin Services 22 September Queens M	\$508.20	CLEANCON
30/09/2022	Icon Water Limited	99992606870	Water Rates 29/06/2022-27/09/2022 (6599KL used	\$15,060.39	WATER
30/09/2022	M&M Rolfe Cleaning Serv P/L	INV-5894	September 22 - Consumables (Toilet Paper)	\$129.69	CLEANCON
29/09/2022	Seda Services ACT	32474	August 22	\$1,144.00	HVAC
27/09/2022	Origin Energy 130112	10500263092	Electricity 24/06/2022-26/09/2022	\$99.00	HOTWATSL
27/09/2022	Origin Energy 130112	10500263091	Electricity 24/06/2022-27/09/2022	\$219.69	HOTWATSL
27/09/2022	ACT Wheelie Clean	00010673	Hopper clean 27/09/22	\$2,244.00	CLEANBINS
26/09/2022	Point Facilities	INV-0798	Stainless steel bin for pool area	\$283.26	WAST
16/09/2022	Insnrng Techne	IN035499	R & M Pool (September 2022)	\$1,972.08	POOL
16/09/2022	Insnrng Techne	R & M Pool Se		\$1,972.08	POOL
12/09/2022	ACT Doorland	A161622	Impact damaged curtain: carpark roller shutter - In	\$880.00	RMGARA
09/09/2022	AM&DM Roofing	INV-1342 AM	Roof Preventative Maintenance	\$3,096.50	RMBUILD
07/09/2022	Water Tight - ACT	24052	WO191: Multiple plumbing issues	\$1,014.00	RM PLUMB
06/09/2022	Otis Elevator	1864018	01/10/22 to 31/12/22	\$6,675.00	LIFTCONTR
01/09/2022	Inside Outside	00074649	General Cleaning Services - September 2022	\$13,994.20	CLEANCON
01/09/2022	Complete Essential Fire & Alr	INV-29712	September 22	\$1,160.59	FIREMAINT
31/08/2022	Inside Outside	00074977	Steam clean carpets	\$676.50	CLEAN&BV
19/08/2022	Otis Elevator	525457	AH Callout: Door time close fault	\$1,117.60	RMLIFT
16/08/2022	Fermax ACT	00000401	August 2022 - Fermax Intercom & access control- nr	\$2,151.60	SECGEN
01/08/2022	Cool Pools of Canberra	INV-110	Pool services July 22	\$540.90	POOLCON
06/07/2022	Otis Elevator	522261	AH callout: Lift stuck on Level 12	\$1,117.60	RMLIFT
06/07/2022	Otis Elevator	522264	AH Callout: Lift 2 stopped at Level B2	\$1,117.60	RMLIFT
30/06/2022	Cool Pools of Canberra	INV-85	Pool services June 22	\$1,735.60	POOLCON
18/06/2022	CMB Resourcing *	INV-999-544	Signage for gym & pool areas	\$1,980.99	SIGN
16/06/2022	Insnrng Techne*	IN033333	Rebuild of two heaters	\$2,918.80	POOL
16/06/2022	Maritex Commercial Pty Ltd	INV-66597a	WO120: New circuit to BBQ	\$2,238.50	RMGEN
15/06/2022	Otis Elevator	520745	AH callout: Door time close fault	\$1,117.60	RMLIFT
23/11/2021	Southwell Engineering	360536	November 2021 - Hoist service agreement	\$462.00	BINHOIST
28/09/2021	Otis Elevator	504186	AH call on 18/9/21	\$1,117.60	RMLIFT

## Ivy Library – Recommended Bookcase Options

The EC Chair and Treasurer advised that the EC has recently given in-principle approval to purchase bookshelves for the library area. They requested a meeting with the Library Sub-committee to discuss options.

The meeting occurred on 16 February 2023. Attendees: Bernard and Colleen Stoker, Julianne O'Brien, Carol Van Gelder, Kevin and Julia O'Brien, and Donna Macpherson.

It was agreed members of the Sub-committee would further research options for bookcases, including an example of fine furniture, given EC advice on longer term interior design options that it is seeking. The Sub-committee agreed to put forward 3 options.

It was also acknowledged that installing bookcases may require some reconfiguration of existing lobby furniture, given owners need access to the books, with the potential need for some darker side tables to enhance the appearance and user comfort of the library area.

The Sub-committee invited Donna, Julia and Kevin to search numerous websites and furniture stores in order to narrow down options and determine the most suitable items to recommend.

### Design Constraints

Discussion identified the following design constraints:

- Shelves to be between 90 and 120 cm high (to minimise the risk of toppling over).
- Shelves with a fixed back (so books could not drop through).
- Shelves not to stick out too far from the wall (non-bulky and visually appealing).
- Width of units to be between 80 cm to 120 cm (for ease of assembly).
- Shelves to fit seamlessly along the wall length (5.615 m in library area), with minimal gaps.
- Units preferably with a kickboard, so shelves/books do not rest flat on the floor.
- Ease of assembly with minimal/no impact on the wall tiles.

### Research

The following web searches of retail outlets and online stores were conducted:

- Library shelves commercial; library shelves domestic
- Bookshelves office; bookcase office
- Bookshelves home; bookcase home.

Stores researched included:

- The Modern Furniture Store
- King Furniture
- Amart
- Cusacks
- Fantastic Furniture
- Harvey Norman
- Domayne
- Freedom Furniture
- The Clearance House
- IKEA
- Officeworks
- Temple and Webster
- Amazon
- Uneke Furniture
- Nick Scali

## Results

Very few stores (online or physical sites) have bookcases suitable for our needs. Treated or stained pine options are generally of poor quality and not considered suitable.

Temple and Webster, IKEA and Uneke Furniture have suitable, attractive options. Others were generally disappointing or not appropriate to the Lobby area.

## Recommendation

Details of the three recommended options for the Library bookcases are attached (in a comparison table), together with a photo of each product.

Either IKEA or Uneke Furniture bookcases should be considered, depending on longer-term design requirements. It is recommended the EC agree to a suitable purchase at its next meeting.

Note the Temple and Webster has no store in Canberra, so all information is from their website (and makes returns problematic). It is considerably more expensive than IKEA (for no advantage) and nowhere near the quality of Uneke Furniture.

## **Side Tables**

At the request of the Sub-committee meeting, we also investigated the availability of dark, square side tables to suit the two dark lounge units.

Again, there are few satisfactory options available (most are circular), unless we use a furniture broker or design consultant who may have access to other supplies.

After an extensive search, only one option was found suitable.

Temple and Webster has a product that is the right size (80 cm square) and finished in black marble, with white swirls which echo the round tables in the front foyer. It appears to be reasonably sturdy (tempered glass top with black metal frame – details and photo attached).

We suggest a minimum of 2 tables. The estimated cost is \$329 per unit, with delivery to Canberra of \$45.95 (total cost \$703.95).

Donna Macpherson  
Julia O'Brien  
Kevin O'Brien

27 February 2023

## IVY LIBRARY - BOOKCASE COMPARISON

	OPTION 1	OPTION 2	OPTION 3
<b>Supplier / Location</b>	IKEA Canberra	Temple and Webster	Uneke Furniture
- <b>Location</b>	Airport	Online	Fyshwick
<b>Name/Make</b>	Billy	Lawson Span	Euro Bookshelf
- <b>Type</b>	MDF Laminate	MDF Laminate	Blackwood Timber
- <b>Finish</b>	Oak laminate	Melamine laminate	Stained to preference
- <b>Appearance</b>	Very Good	Good	Excellent
- <b>Colour</b>	Oak	Honey Pine	Can request to match
<b>Dimensions</b>			
- <b>Height</b>	106 cm	120 cm	120 cm
- <b>Width</b>	80 cm	90 cm	180 cm
- <b>Depth</b>	28 cm	31.5 cm	30 cm
- <b>Kickboard</b>	8 cm	nil	5 cm
- <b>No of shelves</b>	3	4	4
<b>Units needed</b>	7	6	2
- <b>Total Length</b>	5.6 metres	5.4 metres	3.6 metres
- <b>Delivery time</b>	1-2 days	2-3 weeks	8 weeks
- <b>Cost per unit</b>	\$89	\$289	\$2,075
- <b>Delivery Fee</b>	\$89	\$371.95	\$120
- <b>Total Cost</b>	\$712	\$2,105.95	\$4,270
<b>PROS</b>	Perfect match to wall tiles Flush fit - no gap Well finished Perfect length Sensible kickboard 47 available in store	Sturdy Good quality One of few such products readily available online (other than pine)	Excellent craftsmanship Quality product Long lasting Suit professional upgrade of lobby area
<b>CONS</b>	May only last 5-8 years	May only last 5-8 years Only 10 in Aust Overlapping top panels - small gap No kickboard -flat to the floor Colour not ideal In short supply	Hard to fault

## IVY LIBRARY AREA – BOOKCASE OPTIONS

### OPTION 1 – IKEA: BILLY BOOKCASE



### OPTION 2 – TEMPLE AND WEBSTER: LAWSON BOOKCASE



### OPTION 3 – UNEKE FURNITURE: EURO BOOKSHELF



## DARK SQUARE SIDE TABLES

### Recommended Option

#### Cassia Square Coffee Table

- Dimensions – 80 x 80 x 45 cm.
- Top – Tempered glass
- Colour – Black faux marble print
- Frame – Black metal
- Supplier – Temple and Webster
- Delivery – 2 weeks

Cost – \$329 per unit (more than 10 in stock)

- Number required – 2 units
- Delivery – \$45.95 for 2 units
- Total Cost (2 units) – \$703.95



**MINUTES OF THE  
EXECUTIVE COMMITTEE MEETING  
OF UNITS PLAN 4787**



**THE IVY**

**Venue:** Vantage Boardroom

**Date:** Wednesday 15 February 2023

**Time:** 6.00pm

**Attendance:** Julianne O'Brien; Don McLean; Bernie Stoker (Chair); Kate Johnston-Sims; Craig Wiltshire; Martin Caddick (to support Fob Audit discussions); Matt Benedetti (Point Facilities Solutions); Vanessa Dix (Vantage); and Riah Low (Vantage).

**Apologies:** Carol Van Gelder

## **1 MEETING FORMALITIES**

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### **1.1 Attendance and acceptance of apologies**

Meeting formally commenced at 6:03pm, apology accepted from Carol

### **1.2 Conflict of Interest**

Kate Johnston-Sims (EC Secretary) has a conflict of interest regarding future contract for carpet cleaning (her partner provides carpet cleaning services)

### **1.3 Previous Meeting Minutes**

The minutes of the EC Meeting held Wednesday 18 January 2023 will be **amended**. Documentation reflecting the Ivy Investment Account of \$400,000 was missing from these minutes.

## **2 BUILDING & FACILITIES MANAGEMENT**

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### **2.1 Building Condition Report: December 2022 and January 2023 – 82.14%**

The monthly Ivy Condition Report is uploaded to the Ivy Building Link Portal library – see Building Library/Building Condition Reports/Monthly Condition Reports/.

### **2.2 Actions required from Building Condition monthly report. The committee reviewed each of the 'action required' items in the December/January 2023 report:**

#### **Building Condition and regulations – 58.33%**

South tower glass façade works have been completed by Taylor's Window Supplies. Extra sealing has been used to stop the water ingress, with heavy rain we will be able to assess if further action is required.

The Facilities Manager will inquire with Taylor's regarding their resistance in quoting to change a resident's window to a door; several residents have noted Taylor's resistance when dealing with the company.

#### **Common Area and House Rule Breaches**

It was noted that residents personal items are continuing to be left in the basement or on common property. The Strata Manager will issue a warning notice to any resident that is in breach of the rules.

### **Graffiti and Malicious Damage**

Works were completed by Sprayjet to remove the graffiti on sub-station early in January, and some on the rear garden wall nearest to Melrose Dr. The residue left on the station is a result of the chemicals they use reacting with the paint on the station itself.

The Facilities Manager is currently waiting on a quote for Higgins to patch and paint areas that need a touch up.

### **Emergency Equipment – 100%**

The Ivy's FCP and EWIS batteries have been installed.

### **Security and Paths of Travel**

We now have active incidence tracking on the FERMAX system which allows accurate tracking of individuals as they swipe their FOB if required. This should assist in passing on costs incurred for damages etc.

### **Security Breaches**

There was a break in on the 29th of December where the individual tail gated a vehicle through the main garage roller door and proceeded to go through several storage cages and a garage, finally exiting from the basement at the driveway fire stairs. The individual stole bicycles from #276.

### **Roof Condition, Access, and Anchor points**

The Facilities Manager has picked up issues with build defect roof waterproofing repairs facilitated by Milin. The Facilities Manager advised Milin of these issues and is waiting on a response from Milin.

### **Vertical Transport**

There has been a minor delay from Otis replacing missing lift buttons and the broken lock on the access hatch in lift # 4. The Facilities Manager is chasing up these issues.

### **Pools, Pumps and Heating**

Cool Pools replaced two of the chlorinator cell assemblies in December as they had failed and were corroding internally and not operating correctly. A couple of the isolation valves are now working intermittently, allowing water into the system which in turn allows cavitation in the pump units, leading to pump failure. Cool Pools has been asked to inspect and replace these faulty valves as required.

Cool Pools were onsite completing the quarterly filter clean on all units on the 19<sup>th</sup> of January. This service was well overdue as it was supposed to occur in mid-December, but due to staff shortages, Cool Pools were unable to complete the works prior to Christmas break.

Two of the outdoor heaters are going into ignition fault which indicate they need an internal refurbishment. For now, the remaining unit is working and being monitored.

Recommended/Required Maintenance – Monitor heaters (see 2.3.2 for related discussion). Cool Pools to rebuild faulty valves.

### **Gym and Bathroom Areas**

There is some wear beginning to appear on the arm rests for the pull up station. This will continue to be monitored, and if the condition worsens Gym Quip will be requested to quote on some replacement pads.

### **Entertainment Areas – 87.5%**

Several pool lounge chairs needs maintenance attention (mesh and tilting mechanism). Members discussed the options of restoring the lounges or replacing them entirely, requesting quotes be obtained to compare between repairing and restoring. Issue to be reviewed at the next EC meeting.

### **Garden Areas**

Several areas of irrigation have failed over this period resulting in some of the plants looking poor, especially following the hotter days. Irrigation on the western side was repaired and flushed and is now working again. Irrigation in the pots on the eastern side had never been turned on – it is likely this section has been isolated since handover.

The Facilities Manager advised that the system is failing to deliver the correct water quantity to the array of native / non native plants surrounding The IVY common areas and gardens. All Seasons are investing options to improve the irrigation system for further consideration.

### **Heating Ventilation and Air Conditioning (HVAC)**

Basement carpark CO sensor testing and calibration was completed by SEDA this month. The Facilities Manager will ensure this testing and calibration occurs at the required maintenance interval.

### **Pest Control – 50%**

AM&DM have been approved for the installation of pigeon netting on both the south and north tower rooves. Waiting on confirmation of install date. The Facilities Manager will continue to chase up with AM&DM when they are on site completing scheduled maintenance. Royal Pest Control are due onsite again in February to replenish rodent bait stations.

### **Electrical and Lighting – 50%**

Maritex has attended multiple times over the last two months completing basic lighting replacements and tracing the faults in the external lighting circuit, with success.

Several more downlights have failed since their last visit, and these will be added to next month's list of lights to repair. Completing monthly batch light repairs is cost effective as there over 1000 common property lights at Ivy.

There was a fault in the community antenna TV (CATV) system in January, the cause was a temperamental power supply. The Facilities Manager has asked Maritex to provide some spares so they can be held on site and swapped at short notice if required

### **Hydraulics – 83.33%**

**Hot Water Plant** - Watertight work order for repairs to leaking valve on B2 near the North lift foyer is a penetration that leads up to the North B1 bin room. This penetration is directly below a hose cock, which if not tightened properly, leaks into the storage cages below in B2.

A drain should be installed and plumbed direct to wastewater to avoid this occurring in the future.

### **Refuse Areas – 87.5%**

ACT Wheelie Clean has completed the bin cleaning for The Ivy complex.

M&M Rolfe have been cleaning some recycle bins on occasion due to significant smells emanating from them.

M&M Rolfe cleaners have been found to be working half days on Wednesdays, not following WH&S procedures. Matt B has spoken with the director of M&M Rolfe with reassurance performance will improve.

There is still a broken recycle skip onsite, this will remain until we can arrange a replacement through ACT No Waste.

## **2.3 Pool pump issues – Refer to Building Condition monthly report | Pools, Pumps and Heating**

### **2.3.1 Cool Pools Spa pump and filter quote**

Members agreed that the filters/pumps for both the spa and the indoor pool must be replaced to ensure the IVY pool assets are maintained in premium condition. The spare

pump / filter parts from the indoor spa/pool will then be used to repair/replace the outdoor pool equipment when needed.

The following quote was received from Cool Pools for the supply and install of new Sand/Glass Filters and Pumps to the spa and the indoor pool.

SERVICE PROVIDER	EQUIPMENT	TOTAL COSTS
Cool Pools	Replace pool / spa pumps (\$7,140 each)	\$14,280

The Building Manager has requested another quote from Total Pools, which is due Friday 17 March. The EC authorised a maximum allocation of \$15,000 for the supply and install of both filters / pumps. On receipt of the Total Pools quote, the Building Manager is authorised to issue a work order to the company with the most cost-effective quote to replace / install the filters and pumps to the spa and indoor pool.

### **2.3.2 Pool heater cost / benefit analysis – gas vs electricity**

Martin Caddick (MC), an IVY owner, has been conducting a cost benefit analysis of replacing the gas pool heaters with electric heat pumps. The EC has paused the purchase of replacement gas heaters approved at the 02 Nov 22 AGM (motion 11) whilst this assessment is being completed. MC shared the results of his preliminary assessment and of further testing he plans to undertake to improve the estimate of the cost of heating the indoor pool & spa using heat pumps. Initial assessment is that upfront purchase costs are more expensive but reduced running costs should recoup this extra expense in a couple of years.

### **2.4 B1 Traffic calming option: pedestrian crossing (outside north lift)**

Speeding in the basements continues to be an issue, despite the placement of speed limit signs to remind residents to SLOW DOWN. Owners have reported several close shaves with speeding cars, especially near the North tower BI lift entry. A quote will be obtained and provided to the EC for consideration for a painted pedestrian crossing in the B1 car park to the north of the north tower lift foyer.

### **2.5 IVY Foyer and yoga room outside doors – safety issues in high wind conditions**

It was noted that the doors going from the Ivy foyer and yoga room to the outdoor areas are a safety concern when the winds are high. Members discussed the benefits of the installation of commercial door closers, but the Facilities Manager highlighted that commercial door closers are already fitted. Power assisted door closers are an alternate option, but they have the potential for the doors to “default open” in a high wind scenario creating a security issue. The current signage on the doors will be reviewed to assess if it is appropriate for all users including children.

### **2.6 AGM Motion 7 status update – Bike racks**

The bike racks have been delivered for installation in the bike storage room and in B1 near the north lift tower by the building manager. Residents will soon be contacted and asked to remove their bikes from the bike shed for two days to allow the new bike racks to be installed.

Bikes that are not removed by the residents will be removed by the building manager and stored outside while the installation occurs.

## **2.7 AGM Motion 10 status update - North tower foyer tiling**

The tiles for the Level 1 North tower carpet replacement will arrive in Australia from Italy in 6 weeks. Allowing 2 weeks to travel to The Ivy, we expect to have the tiles in 8 weeks. The Facilities Manager will obtain quotes to lay the tiles and present to the EC for consideration.

## **2.8 AGM Motion 8 status update – Defibrillator**

Two defibrillators have been delivered. St John Ambulance will be visiting The IVY on Wednesday 22 March to advise on the best location for installation by the Building Manager.

# **3 FINANCIALS, FINANCIAL STATEMENT & ARREARS REPORT**

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## **3.1 Treasurers Report & Levy Situation**

Admin Fund Balance = \$487,352.58 (total liabilities = \$106,438.41)

Sinking Fund Balance = \$168,035.91 (total liabilities = \$14,789.94)

Total Budget 2022 - 2023 = \$1,333,073.7

- Owner Levy Arrears = \$14,698.77.
- 36 units have arrears under \$200 due to non-payment of 1 Dec levy increase/interest/fobs etc
- 7 Units have not paid their December 1 levy
- Two units are of concern and further legal action will be taken.

**3.2** Kelly and Partners [UP 4787 - Audited Accounts - 02 Dec 21 to 30 Sep 22.pdf](#) – Received 19/01/2023. All EC Members agreed to the financial audit. An electronic General Meeting will be held in April for all owners to view and accept the audited financials.

**3.3** Macquarie Bank Investment account – An investment account will be deposited with \$400,000 for a 3-month term at 3.25%

# **4 MATTERS FOR DECISION**

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## **4.1 Origin Gas Bill.**

As advised in the EC January meeting, Origin Energy contacted Vantage Strata in Aug 22 and informed the then Strata Manager, Heather Sanderson, that the IVY gas supply would be ceased unless an account for the gas usage (pool heating) was created. Origin claim that Heather Sanderson authorised Origin Energy to open an account and accepted backdated gas usage / supply charges for the previous 12 months. Subsequently Origin Energy created an account for gas supply and usage and submitted a bill to The IVY OC backdated to 22 Sep 21 (\$50,737.76).

- The EC is extremely concerned that Heather Sanderson did not consult with EC or seek our authorisation to open an account with Origin Energy. In addition, Heather did not have authority from the EC to agree that the IVY OC would pay the backdated gas usage / supply charges.
- The EC requested an explanation from Vantage Strata about the legalities of their strata manager acting to open the Origin Energy account without the authorisation of the EC. A

copy of Jarrod Smith's response is attached. The EC will meet before the March meeting to discuss the Vantage response.

- It was noted that Origin Energy's customer service has been extremely poor. They failed to acknowledge that the current Strata Manager has original emails between the strata manager at the time (Ally Thomas) and Origin in that Ally had queried why Ivy were not getting Pool heating gas bills. Origin stated that at the time of writing (February 2022) the accounts were correctly set up.
- It was **resolved** that the EC will continue to dispute the backdated amount owing of \$50,737.76 and will request assistance from ACAT into the way Origin have handled this.
- The current Origin Energy gas bill as of 09/02/2023 is \$85,954.09 (including the \$50,737.76 backdated bill).

#### 4.2 Common area carpet cleaning

*Note; Kate Johnston-Sims (EC Secretary) has a conflict of interest and was not able to vote on this motion.* The EC were presented with the following quotes for the common area carpet cleaning

- **M & M Rolfe - \$5,885.65 plus GST**
- **Transform Carpets - \$4,990.00 plus GST**

The quotes received from Transform Carpets in line with the budget, while the quote from M&M Rolfe exceeds the budget. Transform Carpets can complete the work now, M&M Rolfe doesn't have availability until significantly later. *It was resolved that the EC will accept the proposal from Transform Carpets.*

#### 4.3 New Ivy Library Bookcases

An Ivy Improvement Proposal was received from owners requesting new Ikea bookcases for the library. This proposal was discussed with the original Ivy interior designer who recommended against improvements that didn't match the original high-quality interiors of the Ivy. The EC considered this proposal and agreed in principle to support the purchase of bookcases as a building improvement. However, members requested that the proposers investigate the purchase of higher quality wooden bookcases to match the high-quality interiors, for consideration at the next EC meeting.

#### 4.4 Garage door cleaning quote from M&M Rolfe Cleaning Services.

An owner requested that the garage doors be cleaned when the basement cleaning was underway. M & M Rolfe Cleaning Services quoted \$1,389.50 plus GST to clean the 72 garage doors over two days. All EC Members agreed not to proceed with the quote as the work does not benefit the entire community. The Strata Manager will send a letter of decline to M & M Rolfe Cleaning Services for this matter.

## 5 MATTERS FOR NOTING

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- #### 5.1 Ivy Asset Register Review + Maintenance Plan + Sinking Fund Forecast update – status update:
- Kevin O'Brien (unit 259) has agreed to take the lead in finalising the asset register and maintenance plan. See attachment
  - Proposed timeline leading up to November 2023 AGM
  - Proposed discovery questions for Point FS
  - Proposed discovery questions for Vantage Strata

## 5.2 Active incidence tracking on the FERMAX system

The Facilities Manager advised that incidence tracking on the FERMAX access control system is now activated which allows tracking of individual fob swipes for access into and around Ivy. This, in addition to CCTV footage, should assist incident assessment and management and passing on costs due to damage etc.

## 6 STRATA MANAGER UPDATE

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### 6.1 Breach Notice – steps on how this works.

The Strata Manager explained that if a resident breaches the Owners Corporation Rules they will be provided with 3 written warnings advising that the behaviour needs to cease. The next step is to provide the owner of the unit with a breach notice with monetary implications. If the breach is not rectified the final step is for ACAT to issue an infringement notice that could include monetary implications.

- **Dog Noise Complaints**

Several complaints have been received advising that dogs are barking and howling excessively on balconies. The Strata Manager will write to the residents who own the dogs with advice on how to reduce the barking and maintain peace and quiet for all residents.

- **Bedding drying on balustrade**

It was noted that residents have been drying bedding sheets and doonas over the balcony. The Strata Manager will advise all residents that bedding is not able to be hung over balconies.

- **Verbal abuse towards an EC member from a resident when requested to keep their dog on the leash.**

It has been reported that an EC Member was the victim of verbal abuse when they requested another resident to keep their dog on a leash in common areas. This type of behaviour is not acceptable to any member of the Ivy community. If anyone experiences this type of behaviour, they are encouraged to contact the Woden Police Station for further assistance.

### 6.2 Foul smell coming from bathroom and laundry.

A unit owner has reported that a foul smell is coming from the bathroom and laundry. The Strata Manager organised for Watertight to come and investigate the smell. The owner was advised that if the cause of the smell is from the unit and not common property the owner will be responsible for the call out fee and the works completed. If it is on common property the Owners Corporation will cover the cost. At the time of the meeting the owner declined for Watertight to attend.

### 6.3 OTIS technician callout on 3/2/23 caused by power cord from private cleaners stuck in lift doors as per CCTV evidence.

The Unit owner will be notified that any callout charges received by the OC to fix the lift will be on charged to the unit owner.

### 6.4 Resident Movements – Ivy Units for Sale: Unit 266, Unit 49, Unit 88. Unit 12 recently sold, Units 125, 67 and 81 are for rent.

6.4.1 Ivy Welcome Pack Update – The Strata Manager and The Facilities Manager will work on this pack and will present to the EC at the next EC Meeting.

6.4.2 Registration of fobs for new residents; update tenant details from property managers- This has been deferred to the next meeting.

**6.5 Special General Meeting – Strata Vote Demonstration**

This has been deferred to the next meeting

**6.6 AGM 2023 1<sup>ST</sup> draft timeline**

This has been deferred to the next meeting

**6.7 Update – IVY foyer concepts – update on consultation with Interior Designers: Anna Goh (QBI Architects); and Lorraine Newnham (LN Interiors).**

J O'Brien and C Van Gelder met with Anna Goh (DBI Interiors) and Lorraine Newnham (LN Interiors), to discuss the beautification of the IVY foyer. We explained to both designers that we wished to take two design concepts to beautify the IVY foyer to the next AGM for consideration by the owners. We saw the need for pops of colour to enhance the grey / beige tiling, including green plants and artwork. We must also retain the existing furniture but maybe use it in different ways to enhance the foyer.

- Anna Goh was the original designer engaged by the IVY developer. She was disappointed the concepts she had designed had not been implemented. The IVY foyer should have been an oasis of greenery, with colour and artwork on the walls; collections of seating and dining areas with colourful ottomans, lamps and furnishings scattered throughout the foyer. Anna offered to approach the developer and request that the original design concepts be released to the IVY owners to inspire beautification of the foyer. However, the developer declined her request. The EC have asked Anna for a quote for her services to develop a design concept to enhance the foyer.
- Lorraine Newnham is a local designer. e. Lorraine was also bemused by the bland grey interior and the way the furniture was just pushed against the wall. She suggested adding Grafico wallpaper, or paint and artwork to the large northern wall of the foyer, clusters of dining tables, seating nooks, lamps, and lots of plants to soften the interior. Lorraine quoted \$125 per hour to develop the two design concepts.

## **7 MATTERS FOR DISCUSSION**

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**7.1 Fob Audit update.**

The Ivy Fob Audit was a huge success. At the time of the meeting, 98% or 273 of the 279 units returned Fob details. The Strata Manager will contact the remaining units to obtain fob details. The building manager will deactivate the unregistered fobs over the next few weeks.

A special mention from the EC was given to Martin Caddick: they thanked Martin for taking on this role with great success. The EC appreciates Martin's dedication and hard work towards The Ivy community.

**7.2 Ivy Garbage Challenges.**

The EC briefly discussed the ongoing garbage challenges at Ivy, particularly dumping of garbage in the B1 refuse rooms. The option of locking the refuse rooms to prevent dumping and overloading of the hoppers causing chute blockages was discussed and discounted due to the likelihood that this would simply result in dumping in other locations throughout the Ivy. This issue, and options to address, including better communication with residents on what is allowed and what isn't, will be deferred until the next EC meeting.

## **8 GENERAL BUSINESS**

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- 8.1** Abby Vincent (Senior Strata Manager and Team Leader) will be looking after Ivy whilst Vanessa Dix is on Annual Leave from 6 March 2023 – 14 March 2023.
- 8.2** The location for March 2023 EC Meeting will be held at The Hellenic Club Woden or the new Vantage Strata office which will be located at DKS N 2.0 – Level 4, 23 Challis St, Dickson ACT. Vantage Strata will be operating from this new location commencing Monday 6<sup>th</sup> March 2023.

## **9 MEETING CLOSURE AND NEXT MEETING**

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With no further business the meeting officially closed at 7.56pm. The next EC Meeting will be held on Wednesday 15 March at 6:00pm.

## **ADDENDUM 4 – VANTAGE GENERAL MANAGER RESPONSE (dated 13/02/23)**

Good Afternoon, Committee,

As per the minutes of the last Committee meeting, I am responding to the matter regarding the Origin Account as item 4.3 of the 18<sup>th</sup> January 2023.

As per the below explanation and timeline of events and previous discussions. I can formally acknowledge that the communication when the account was rectified by a prior Strata Manager was insufficient in advising that the conversation had taken place with details provided in order to finalise the account being organised and invoices being backdated.

I would like to clarify that there has been no approval or direction given that any account of Origin's will be paid that relate to the heating of the pool. The advice from Origin with their offer to the previous Manager was that they can backdate for up to 9 months as their best offer for the Body Corporate to consider. This has not been accepted or agreed to by anyone at Vantage, past or current. I understand the Committee are still considering their options on that front.

In terms of the authority to open or have an account corrected and setup is dealt with under Vantage's Agency Agreement, Section 6. "Manager's Functions" and Section 7 "Core Functions" subsection (c) & (iii) which stipulates the ability to enter contracts on behalf of and bind the Corporation in respect of all necessary dealings with third parties, in this instance, with Origin being the third party providing a necessary utility service. In this instance it was rectifying a billing error that had been occurring since the beginning. I would almost safely assume that an account would be required to be opened once a utility service is identified, in use with the Owners Corporation benefiting from the utility service.

Whilst I understand the above occurred with no communication at the time, it must still be a consideration that a utility service is being provided with the pool remaining to be heated and the Owners Corporation must realise the cost of this at some stage despite billing errors as outlined previously.

I understand it's frustrating to learn that this account has been corrected and billing seems to be more accurate to what it's servicing at IVY. We remain hopeful that we can get a positive outcome for the Owners Corporation with relation to the billing.

I hope the above satisfies the request following the January EC Meeting.

## ADDENDUM 5 - SINKING FUND UPDATE – SUGGESTED PROCESS AND PROPOSED TIMELINE

<b>Mid Feb</b>	Identify issues on which the EC seeks guidance from Vantage and Point FS. <ul style="list-style-type: none"><li>• Place these on BuildingLink and invite owner feedback and suggestions.</li></ul>
<b>Late Feb</b>	Provide discovery questions to Vantage Strata and Point FS and seek guidance re: <ul style="list-style-type: none"><li>• Adequacy and relevance of QIA's draft documents of 30 Sept 2022.</li><li>• Suitable 'professional' SF frameworks used by other Strata Units.</li><li>• Estimated increase in capital asset and trade repair costs in recent years.</li><li>• Average increase in large Strata Unit SF levies over same period.</li></ul>
<b>March-April</b>	Work with Point FS to: <ul style="list-style-type: none"><li>• Refine and update the Ivy Asset Register for 2023.</li><li>• Prepare a draft annual Ivy Maintenance Plan for 2023-24.</li><li>• Identify asset maintenance issues best managed through the annual Admin budget (cf. the Sinking Fund).</li></ul>
<b>End April</b>	EC to review progress and suggested process.
<b>Early May</b>	Approach QIA to update their Sept 2022 Ivy Sinking Fund Forecast. <ul style="list-style-type: none"><li>• Provide them with updated Asset Register and draft Maintenance Plan</li><li>• Place these two documents on BuildingLink for owner comment.</li></ul>
<b>June-July</b>	Meet with QIA to discuss their updated SF Forecast. <ul style="list-style-type: none"><li>• Refine as necessary.</li><li>• Provide additional detail to owners as appropriate.</li></ul>
<b>Aug-Sept</b>	Finalise proposed annual Ivy Maintenance Plan and Sinking Fund Forecast. <ul style="list-style-type: none"><li>• Prepare 2023-24 budget and proposed levy contributions (Admin and Sinking Fund).</li><li>• Prepare associated material for AGM.</li></ul>
<b>1 Oct 2023</b>	Circulate all documents to the OC as part of the Nov AGM pack.

## **ADDENDUM 6 - QIA SINKING FUND EXERCISE - GUIDANCE TO BE SOUGHT FROM POINT FS via a meeting / conversation.**

Do QIA's draft documents adequately serve your purposes from a facilities management viewpoint? Guidance on the following would be helpful.

### **Asset Register**

1. Did QIA visit the Ivy and/or meet with you when they prepared their draft Asset Register in Aug-Sept 2022.
  - Are you confident their draft Register includes all technical and asset-related data provided by Milin/APG?
2. QIA's draft Register appears to have some (significant?) data deficiencies. Examples:
  - Most front driveway assets are overlooked e.g. paving, tiling, bollards, signage, lines and kerbing etc. Note: these are included in the QIA draft Maintenance Plan.
  - Not all basement assets are recorded (e.g. grates, tiling, signage, electrical tracks and conduits).
  - Common area assets need more attention (e.g. carpets, tiling, blinds and awnings, locks).
  - Landscaping assets are largely ignored (fencing, block walls, pool fencing, concourse paving, artificial turf, irrigation system, kids playground, BBQ roofing and structures).
3. Should these items be included on Ivy's Asset Register?
4. Can you advise if there are other asset-related gaps:
  - Are the six Townhouses adequately covered (painting, roofing, windows, courtyards, outdoor timber framing etc)?
  - Are we responsible for any natural gas infrastructure (water heaters etc)?
  - What about ventilation and other assets on the roofs – are these adequately covered?
  - Has QIA included recent asset or equipment purchases/replacements (wheelchair hoist, waste bin mover etc)?
  - Can you advise of any other omissions?
5. How much effort is required to refine/update their draft Register to make it fit for your purposes?
  - Do you have suggestions/preferences on format, content or presentation etc?

### **Annual Maintenance Plan**

6. In terms of Ivy's annual repair and maintenance needs:
  - Is QIA's draft Maintenance Plan a workable document?
  - How well does it correlate with the Asset Register (and vice versa)?
  - How well does it cover our regular/annual maintenance requirements?
7. Given your experience with Ivy's asset management and replacement requirements over the past 14 months:
  - Do you agree with the effective life estimates provided by QIA?
  - How closely do these match Ivy's maintenance experience to date?
8. Is the document sufficiently forward looking, to provide both an effective framework for each year's maintenance program and make adequate provision for future capital asset replacement needs?
  - What refinements would you like to see us make?

9. How much effort is required to refine/update QIA's draft Maintenance Plan to make it fit for purpose?
  - Do you have any suggestions on format, content or presentation etc?
10. The Northrop Dilapidation report noted over one thousand (many relatively minor) defects that should be addressed at some stage.
  - Should we include (some of) these in our regular Maintenance Plan each year?
  - If so, what do you suggest we prioritise?

### **Sinking Fund Forecast**

11. In terms of QIA's draft Sinking Fund forecast:
  - Are some of these items best maintained/replaced through the annual 'Repairs and Maintenance' budget in our Admin Fund (i.e. as part of an annual Ivy Management Plan)?
  - How easily could we identify and separate these out (e.g. from major capital replacement/refurbishment items to be funded through the Sinking Fund levy)?
12. Do you have any views on QIA's assumptions that underpin their draft Sinking Fund forecast, namely:
  - The capital items identified?
  - Items omitted or poorly described?
  - Effective life assumptions?
  - The underlying cost base assumed for these assets vs likely future replacement costs?
  - The annual growth factor used?
  - Allowances for progressive refurbishment/replacement over multiple years?
13. In your experience:
  - What has been the average increase in capital costs, and associated trade costs in the ACT over the past 12-24 months (general guidance)?
  - How closely does QIA's analysis relate to Ivy's actual situation (assets held, maintenance requirements, effective life estimates)?

## **ADDENDUM 6 - QIA SINKING FUND EXERCISE - GUIDANCE TO BE SOUGHT FROM VANTAGE via a meeting / conversation.**

1. Does Vantage have any comments/guidance on the draft package provided by QIA late last year?
  - Asset Register?
  - Annual Maintenance Plan?
  - Sinking Fund Forecast?
2. Does Vantage have (generalised) examples of Sinking Fund frameworks used by other Units Plans?
  - What does a 'best professional product' look like?
3. What is QIA's reputation within the industry?
  - Which other firms provide suitable asset register/maintenance plan/sinking fund forecasts?
  - What are their indicative costs?

4. For large strata complexes (greater than 150 units) Vantage administers in Canberra:
  - What is their current average SF levy rate per UOE?
  - What was their average increase in SF levies in each of 2020-21, 2021-22 and 2022-23?
  
5. In Vantage's estimation:
  - How much have equipment and capital asset costs increased in the ACT over the past 24-36 months?
  - How much have associated trade costs (for painting, plumbing, hydraulic, electrical, lift maintenance, security etc) increased over the same period?
  - What is the strata industry's view of expected increases over the next few years?

# Vantage Strata Pty Ltd

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Printed: 15/02/2023 11:46 am User: Vanessa Dix

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## Balance Sheet - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606 For the Financial Period 01/10/2022 to 15/02/2023

### Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
<b>Assets</b>			
Cash At Bank			
The Owners Unit Plan 4787	\$432,665.92	\$164,764.13	\$597,430.05
<i>Macquarie Bank BSB: 182-266 Acc No: 217153303</i>			
GST Paid	\$43,742.48	\$0.00	\$43,742.48
GST Unpaid	\$(177.94)	\$0.00	\$(177.94)
Receivable	\$11,122.12	\$3,271.78	\$14,393.90
<b>Total Assets</b>	<b>\$487,352.58</b>	<b>\$168,035.91</b>	<b>\$655,388.49</b>
<b>Liabilities</b>			
GST Collected	\$35,701.20	\$5,205.86	\$40,907.06
GST Uncollected	\$(6,157.14)	\$(631.22)	\$(6,788.36)
Levies Paid In Advance	\$78,851.68	\$10,215.30	\$89,066.98
Payable	\$(1,957.33)	\$0.00	\$(1,957.33)
<b>Total Liabilities</b>	<b>\$106,438.41</b>	<b>\$14,789.94</b>	<b>\$121,228.35</b>
<b>Net Assets</b>	<b>\$380,914.17</b>	<b>\$153,245.97</b>	<b>\$534,160.14</b>
<b>Owners Funds</b>			
Opening Balance	\$521,838.66	\$112,601.62	\$634,440.28
Net Income For The Period	\$(140,924.49)	\$40,644.35	\$(100,280.14)
<b>Total Owners Funds</b>	<b>\$380,914.17</b>	<b>\$153,245.97</b>	<b>\$534,160.14</b>

**Income and Expenditure Statement - U/Plan 4787****"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 15/02/2023

**Consolidated****Administrative Fund**

	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Insurance Claim Recoveries	\$0.00	\$0.00	\$1,000.00
Interest	\$558.38	\$0.00	\$657.97
Levy Income Admin	\$267,708.14	\$1,070,833.75	\$977,243.27
<b>Total Administrative Fund Income</b>	<b>\$268,266.52</b>	<b>\$1,070,833.75</b>	<b>\$978,901.24</b>

**Expenses**

Audit Fees	\$0.00	\$2,250.00	\$4,500.00
BAS & Tax Preparation	\$210.00	\$0.00	\$105.00
Bank Charges	\$(2.76)	\$0.00	\$9.09
Banking, Software & Infrastructure	\$105.00	\$0.00	\$262.50
Building Improvements	\$0.00	\$0.00	\$1,846.36
Building Management	\$8,460.84	\$0.00	\$0.00
BuildingLink	\$6,696.00	\$7,011.00	\$6,696.00
Capital Equipment Acquisitions - Admin	\$15,000.00	\$12,990.00	\$0.00
Cleaning - Bin Chutes	\$0.00	\$6,300.00	\$2,835.00
Cleaning - Bins	\$2,040.00	\$10,092.00	\$0.00
Cleaning - Carpark	\$0.00	\$4,900.00	\$1,395.00
Cleaning - Carpets	\$0.00	\$5,005.00	\$4,555.00
Cleaning - Contract	\$56,892.56	\$168,376.50	\$132,880.00
Cleaning - General	\$9,270.64	\$5,622.77	\$0.00
Cleaning - Windows	\$17,900.00	\$36,000.00	\$0.00
Cleaning Supplies	\$87.40	\$0.00	\$0.00
Consumables	\$0.00	\$0.00	\$4,269.83
Contingency	\$5,471.82	\$68,869.32	\$0.00
Contractor Compliance Fee	\$87.00	\$0.00	\$86.00
Debt Recovery	\$0.00	\$0.00	\$0.00
Electrical - Maint. Contract	\$400.00	\$1,507.00	\$0.00
Electricity	\$21,110.51	\$108,000.00	\$89,705.97
Facilities Management Services	\$33,720.62	\$101,117.58	\$82,544.70
Fire - Maintenance Contract	\$7,575.40	\$12,660.96	\$12,533.24
Fire - Monitoring	\$8,205.00	\$0.00	\$0.00
Fire - Passive Maintenance Contract	\$0.00	\$9,120.00	\$0.00
Fire - Repairs & Replacement	\$1,713.00	\$1,440.00	\$1,199.00
Furniture	\$0.00	\$0.00	\$1,061.91
Garbage Chute - Maint. Contract	\$1,350.00	\$2,700.00	\$0.00
Gardening - Contract	\$4,346.04	\$17,160.00	\$12,208.30

**Income and Expenditure Statement - U/Plan 4787****"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 15/02/2023

**Consolidated****Administrative Fund**

	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
Gardening - Irrigation	\$0.00	\$0.00	\$1,464.07
Gardening - Maintenance Other	\$400.00	\$1,600.00	\$3,813.64
Gas Usage	\$0.00	\$111,400.00	\$448.64
Gym - Contract	\$2,850.00	\$2,850.00	\$0.00
Gym - Equipment	\$0.00	\$500.00	\$190.77
HVAC - Contract	\$0.00	\$17,460.00	\$0.00
Height Safety Certification	\$0.00	\$0.00	\$1,200.00
Hot Water Supply	\$570.26	\$1,430.00	\$912.56
Insurance Premium	\$97,274.74	\$120,000.00	\$0.00
Keys, Remotes & Swipes	\$(1,143.61)	\$0.00	\$(3,108.16)
Lifts - Maint. Contract	\$164.61	\$12,912.00	\$18,567.03
Lifts - Repairs & Maint.	\$5,200.00	\$3,960.00	\$120.00
Lodgement Fees	\$0.00	\$0.00	\$140.91
Management Fees (Schedule B)	\$300.00	\$0.00	\$150.00
Management Fees - Strata	\$29,062.50	\$90,093.80	\$69,750.00
Miscellaneous Expenses	\$2,091.51	\$0.00	\$182.50
Other Expenses	\$0.00	\$3,000.00	\$0.00
Pest Control	\$250.00	\$1,850.00	\$1,600.00
Plumbing - Maint. Contract	\$1,146.81	\$7,727.27	\$6,902.67
Pool -Contract	\$10,546.88	\$25,200.00	\$37,695.05
Professional Services	\$0.00	\$0.00	\$3,500.00
R & M Buildings	\$2,975.00	\$0.00	\$0.00
R & M Doors	\$170.00	\$0.00	\$0.00
R & M Electrical	\$4,550.00	\$1,600.00	\$17,765.48
R & M Garage	\$800.00	\$0.00	\$0.00
R & M General	\$3,217.70	\$1,800.00	\$5,399.33
R & M Gym Equipment	\$0.00	\$0.00	\$2,942.27
R & M HVAC	\$4,160.00	\$0.00	\$3,565.00
R & M Hot Water System	\$0.00	\$0.00	\$1,804.72
R & M Lighting	\$0.00	\$9,000.00	\$0.00
R & M Locks	\$0.00	\$0.00	\$635.45
R & M Painting	\$0.00	\$0.00	\$140.00
R & M Plumbing	\$11,956.84	\$2,000.00	\$529.10
R & M Pool	\$5,364.75	\$36,100.00	\$1,021.09
R & M Roof	\$8,649.78	\$23,128.55	\$0.00
R & M Upgrades and Replacements	\$0.00	\$10,000.00	\$0.00
Reports - Consultants	\$0.00	\$0.00	\$327.27
Reports - Insurance Valuation	\$2,051.82	\$14,700.00	\$0.00
Room Hire	\$590.91	\$1,000.00	\$877.27

# Vantage Strata Pty Ltd

90/43 Constitution Ave REID ACT 2612 ABN: 79602359482

Ph: 1800878728 Email: info@vantagestrata.com.au

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## Income and Expenditure Statement - U/Plan 4787

### "THE IVY WODEN"

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2022 to 15/02/2023

#### Consolidated

#### Administrative Fund

	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
Security & Access System	\$0.00	\$0.00	\$680.00
Security General	\$0.00	\$18,400.00	\$3,663.19
Security Patrols	\$0.00	\$0.00	\$382.50
Signage	\$1,800.90	\$0.00	\$1,387.98
Trade Waste	\$0.00	\$0.00	\$5,381.66
Water Usage	\$13,550.54	\$72,000.00	\$66,927.44
<b>Total Administrative Fund Expenses</b>	<b>\$409,191.01</b>	<b>\$1,170,833.75</b>	<b>\$615,652.33</b>
<b>Administrative Fund Surplus/Deficit</b>	<b>\$(140,924.49)</b>	<b>\$(100,000.00)</b>	<b>\$363,248.91</b>

**Vantage Strata Pty Ltd**

90/43 Constitution Ave REID ACT 2612 ABN: 79602359482

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**Income and Expenditure Statement - U/Plan 4787****"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 15/02/2023

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	<b>Consolidated</b>		
<b>Sinking Fund</b>	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Interest	\$84.43	\$0.00	\$101.62
Levy Income Sinking	\$40,559.92	\$162,240.00	\$112,500.00
<b>Total Sinking Fund Income</b>	<b>\$40,644.35</b>	<b>\$162,240.00</b>	<b>\$112,601.62</b>
<b>Expenses</b>			
Sinking Fund Contribution	\$0.00	\$162,240.00	\$0.00
<b>Total Sinking Fund Expenses</b>	<b>\$0.00</b>	<b>\$162,240.00</b>	<b>\$0.00</b>
<b>Sinking Fund Surplus/Deficit</b>	<b>\$40,644.35</b>	<b>\$0.00</b>	<b>\$112,601.62</b>

## IVY INVOICES PAID - 1 November 22 to 06 February 23

Inv Date	Supplier	Inv Number	Inv Description	Inv Amount	GL Code	Date Entered
06/02/2023	Complete Essential Fire &	INV-32842	February 2023 - Fire ma	\$1,160.59	FIREMAI-AD	05/02/2023
06/02/2023	Point Facilities	INV-0917	Supply of blank lock bar	\$244.20	RMGEN	06/02/2023
05/02/2023	CMB Resourcing *	INV-999-616	Smoke door signs	\$704.00	CONTG	06/02/2023
04/02/2023	Sprayjet	IV00008148	Removal of graffiti from	\$176.00	RMBUILD-AD	06/02/2023
03/02/2023	ADT Fire Monitoring	988698	01/01/23 to 31/03/23 f	\$6,600.00	FIREMON	06/02/2023
02/02/2023	Point Facilities	INV-0907	February 2023 - FM ser	\$9,306.92	FACMAN	01/02/2023
01/02/2023	Complete Essential Fire &	INV-32896	WO243: Supply and Inst	\$1,004.30	FIREREP-AD	01/02/2023
01/02/2023	Water Tight - ACT	INV-9473	February 2023 Plumbin	\$420.50	PLMAINT-AD	31/01/2023
31/01/2023	M&M Rolfe Cleaning Serv	INV-6332	January 2023 (Consuma	\$96.14	CLEANSUP	05/02/2023
31/01/2023	M&M Rolfe Cleaning Serv	INV-6270	January 2023 Cleaning S	\$15,344.05	CLEANCO-AD	30/01/2023
30/01/2023	MSR Electrical	14937	January 2023 - foyer slic	\$187.00	RMDOORS	30/01/2023
25/01/2023	Water Tight - ACT	25575	Installed a second hose	\$291.00	RMPLUMB-AD	24/01/2023
23/01/2023	All Seasons Horticultural	INV-23623	January 2023 (Garden C	\$1,593.55	GARDCO-AD	25/01/2023
19/01/2023	Maritex Commercial Pty L	INV-69662	WO293: Replace 3x dov	\$1,391.50	RMELECT	18/01/2023
13/01/2023	Water Tight - ACT	25471	Disabled shower in com	\$246.00	RMPLUMB-AD	12/01/2023
13/01/2023	Trades Monitor	105216/SP4787	Trades Monitor for 01/0	\$95.70	CONTRCOMP	19/01/2023
11/01/2023	Rigcom	31728	Install white flashing ov	\$1,738.44	RMROOF	12/01/2023
10/01/2023	Complete Essential Fire &	INV-32188	January 2023 - Fire Mai	\$1,160.59	FIREMAI-AD	10/01/2023
09/01/2023	Sprayjet	IV00008048	Removal of graffiti from	\$242.00	RMGEN	09/01/2023
02/01/2023	Point Facilities	INV-0885	Facilities Management J	\$9,306.92	BUILDMAN	01/01/2023
01/01/2023	GymQuip Fitness	INV-9856	Prev maintenance Jan tr	\$3,135.00	CYMCONTR	06/01/2023
01/01/2023	Water Tight - ACT	INV-9402	January 2023 - Plumbin	\$420.50	PLMAINT-AD	31/12/2022
31/12/2022	Cool Pools of Canberra	INV-1144	December 2022 (Pool M	\$3,365.50	POOLCO-AD	08/01/2023
31/12/2022	M&M Rolfe Cleaning Serv	INV-6237	December 2022 (Consu	\$86.46	CLEANCO-AD	10/01/2023
30/12/2022	Icon Water Limited	999926068702-30/1	Water Rates 29/09/202	\$15,190.15	WATER	04/01/2023
30/12/2022	M&M Rolfe Cleaning Serv	INV-6134	Cleaning internal windo	\$1,736.35	CLEAN&BM	25/12/2022
30/12/2022	M&M Rolfe Cleaning Serv	INV-6138	High pressure cleaning c	\$3,791.85	CLEAN&BM	25/12/2022
30/12/2022	M&M Rolfe Cleaning Serv	INV-6216	December 2022 - Gener	\$15,344.05	CLEANCO-AD	28/12/2022
28/12/2022	Origin Energy 130112	102002846086-28/1	Electric Hot Water 28/0	\$202.92	HOTWATSUP	28/12/2022
28/12/2022	Origin Energy 130112	102002846087-28/1	Electric Hot Water 27/0	\$104.48	HOTWATSUP	28/12/2022

20/12/2022	All Seasons Horticultural	INV-23509	December 2022 (Garden	\$1,593.55	GARDCO-AD	20/12/2022
19/12/2022	Maritex Commercial Pty L	INV-69320	3-Monthly Light Run (Dr	\$440.00	ELECTCONTR	18/12/2022
19/12/2022	Seda Services ACT	34757	November 2022 Mainte	\$1,144.00	HVAC	19/12/2022
12/12/2022	All Seasons Horticultural	INV-23411	Repair 5 Faults in Dripp	\$440.00	GARDMA	12/12/2022
08/12/2022	Insrg Techne	IN038021	Pool Repairs: 40g Intern	\$1,010.35	RMPOOL-AD	08/12/2022
02/12/2022	Complete Essential Fire &	INV-31113	Diesel pump service	\$2,530.00	FIREMAI-AD	02/12/2022
02/12/2022	Complete Essential Fire &	INV-31640	Fire Maintenance - Sprin	\$1,160.59	FIREMAI-AD	02/12/2022
02/12/2022	Maritex Commercial Pty L	INV-69070	Repair bollard light and	\$418.00	RMELECT	02/12/2022
02/12/2022	Point Facilities	INV-0864	Facilities Management I	\$9,306.92	FACMAN	01/12/2022
01/12/2022	Water Tight - ACT	INV-9366	December 2022 (Month	\$420.50	PLMAINT-AD	30/11/2022
30/11/2022	Water Tight - ACT	24834	WO247: Multiple Plumk	\$1,851.00	RMPLUMB-AD	30/11/2022
30/11/2022	M&M Rolfe Cleaning Serv	INV-6077	General Cleaning Servic	\$15,344.05	CLEANCO-AD	05/12/2022
30/11/2022	M&M Rolfe Cleaning Serv	INV-6093	High pressure clean of f	\$1,083.50	CLEAN&BM	01/12/2022
30/11/2022	Cool Pools of Canberra	INV-0875	November 22 (Pool Mai	\$2,416.85	POOLCO-AD	16/12/2022
25/11/2022	Water Tight - ACT	24559	Basement leak above U	\$291.00	RMPLUMB-AD	24/11/2022
25/11/2022	Water Tight - ACT	24558	U27: Investigate water l	\$291.00	RMPLUMB-AD	25/11/2022
25/11/2022	All Seasons Horticultural	INV-23400	November 22 (Garden C	\$1,593.55	GARDEN	28/11/2022
25/11/2022	Water Tight - ACT	24557	Water hammer issue	\$565.00	RMPLUMB-AD	25/11/2022
23/11/2022	Royal Pest Control	92408	45 x rodent bait station	\$275.00	PESTCONT	22/11/2022
22/11/2022	Maritex Commercial Pty L	INV-68920	WO246: Replace emerg	\$4,125.00	RMPLUMB-AD	22/11/2022
21/11/2022	Point Facilities	INV-0858	Non-slip markers on we	\$84.37	RMGEN	21/11/2022
17/11/2022	Origin Energy 130112	900001308742-17/1	Electricity -	\$45,221.56	ELECT	01/12/2022
14/11/2022	Canberra Sweeping	505	Basements 1 & 2 clean	\$2,909.50	CLEAN&BM	14/11/2022
14/11/2022	Wastech Engineering	662049149	Servicing of chute doors	\$1,485.00	GCMC	19/01/2023
14/11/2022	Point Facilities	INV-0853	Welded extentions for f	\$531.30	RMGEN	14/11/2022
09/11/2022	Complete Essential Fire &	INV-31202	Fire - Maintenance Conti	\$396.00	FIREMAINT	10/11/2022
09/11/2022	Seda Services ACT	33701	October 22 (HVAC Main	\$1,144.00	HVAC	09/11/2022
08/11/2022	Complete Essential Fire &	INV-31144	WO240: Replacement a	\$484.00	FIREREP-AD	01/01/2023
07/11/2022	Maritex Commercial Pty L	INV-68689	Common Area lighting r	\$1,270.50	RMELECT	07/11/2022
04/11/2022	Coverforce	55998	Machinery Breakdown I	\$7,067.50	INS PREM	07/11/2022
04/11/2022	Coverforce	55994	Insurance 05/11/2022-(	\$99,934.71	INS PREM	07/11/2022
04/11/2022	Complete Essential Fire &	INV-30976	Fire Maintenance Nove	\$1,160.59	FIREMAINT	03/11/2022
03/11/2022	Otis Elevator	1876025	31/10/22 to 31/12/22	\$181.07	LIFTCONTR	07/11/2022
02/11/2022	Point Facilities	INV-0835	Facilities Management I	\$9,079.92	FACMAN	01/11/2022

01/11/2022	Water Tight - ACT	INV-9253	October 2022 - Plumbin	\$420.50 PLMAINT	31/10/2022
31/10/2022	M&M Rolfe Cleaning Serv	INV-5927	General Cleaning Servic	\$15,344.05 CLEANCONTR	04/11/2022
31/10/2022	Cool Pools of Canberra	INV-0586	October 22 (Pool Maint	\$3,542.10 POOLCON	11/11/2022
26/10/2022	Water Tight - ACT	24560	Plumbing - Maint. Contr	\$381.00 PLMAINT	26/10/2022
26/10/2022	Point Facilities	INV-0822	Replace sauna lights Oc	\$199.10 RMGEN	25/10/2022
26/10/2022	ADT Fire Monitoring	976620	21 Oct 22 to 20 Oct 23	\$2,425.50 FIREMON	04/01/2023
26/10/2022	Water Tight - ACT	24154	Plumbing - Maint. Contr	\$3,707.00 PLMAINT	26/10/2022
25/10/2022	Rope Access	15582	Window cleaning Octob	\$19,690.00 CLEANWIN	24/10/2022
25/10/2022	Canberra Southern Cross	09325202	Room Hire 2022 AGM 2	\$650.00 ROOMH	25/10/2022
20/10/2022	Cool Pools of Canberra	INV-0513	Pool Maintenance 02/C	\$2,054.40 POOLCON	20/10/2022
17/10/2022	Fermax ACT	00000404	50 x teardrop key fobs	\$660.00 KEYREMOTE	20/10/2022
13/10/2022	Seda Services ACT	32906	HVAC - Monthly Mainte	\$1,144.00 HVAC	13/10/2022
10/10/2022	QIA Group Pty Ltd	181868	2022 Insurance Valuatic	\$2,257.00 INSVAL	13/10/2022
06/10/2022	Otis Elevator	528556	Replace 3 x broken lift b	\$132.00 RMLIFT	09/10/2022
06/10/2022	Maritex Commercial Pty L	INV-68192	WO194: replace 3 x cor	\$1,925.00 RMELECT	05/10/2022
04/10/2022	Capital Doorworks	23991	20 Remotes to be Suppl	\$1,620.00 KEYREMOTE	05/10/2022
03/10/2022	Point Facilities	INV-0814	Attendance at EC Meeti	\$319.00 FACMAN	03/10/2022
02/10/2022	Point Facilities	INV-0806	Facilites Management S	\$9,079.92 FACMAN	01/10/2022
01/10/2022	Complete Essential Fire &	INV-30317	Monthly Fire Maintenar	\$1,160.59 FIREMAINT	27/10/2022
01/10/2022	Water Tight - ACT	INV-9175	Plumbing Maintenance	\$390.50 PLMAINT	30/09/2022
30/09/2022	Inside Outside	00075324	Public Holiday Bin Servi	\$508.20 CLEANCONTR	01/10/2022
30/09/2022	Icon Water Limited	999926068702-30/0	Water Rates 29/06/202	\$15,060.39 WATER	04/10/2022
30/09/2022	M&M Rolfe Cleaning Serv	INV-5769	September 22 M & M F	\$1,770.45 CLEANCONTR	10/10/2022
30/09/2022	Rigcom	31526	Installation of Height Sa	\$7,776.32 RMROOF	30/09/2022
30/09/2022	M&M Rolfe Cleaning Serv	INV-5894	September 22 - Consum	\$129.69 CLEANCONTR	14/10/2022
16/09/2022	Insrng Techne	R & M Pool Services		\$1,972.08 POOL	18/11/2022
16/09/2022	Insrng Techne	IN035499	R & M Pool (September	\$1,972.08 POOL	27/11/2022
12/09/2022	ACT Doorland	A161622	Impact damaged curtain	\$880.00 RMGARA	09/11/2022
01/09/2022	Inside Outside	00074649	General Cleaning Servic	\$13,994.20 CLEANCONTR	07/11/2022
19/08/2022	Otis Elevator	525457	AH Callout: Door time c	\$1,117.60 RMLIFT	26/09/2022
18/06/2022	CMB Resourcing *	INV-999-544	Signage for gym & pool	\$1,980.99 SIGN	09/10/2022
16/06/2022	Insrng Techne*	IN033333	Rebuild of two heaters	\$2,918.80 POOL	03/10/2022
28/09/2021	Otis Elevator	504186	AH call on 18/9/21	\$1,117.60 RMLIFT	23/03/2022



**MINUTES OF THE  
EXECUTIVE COMMITTEE MEETING  
OF UNITS PLAN 4787  
THE IVY**

**Venue:** Vantage Boardroom

**Date:** Wednesday 18 January 2023

**Time:** 6.00pm

**Attendance:** Julianne O'Brien; Don McLean; Carol Van Gelder; Craig Wiltshire; Kate Johnston-Sims; Matt Benedetti (Point Facilities Services); Jarrod Smith (Vantage Strata) Vanessa Dix (Vantage Strata); Khundmir Hasan Sued (Vantage Strata) and Carmel Fischer (Vantage Strata)

**Apologies:** Bernie Stoker

## **1. MEETING FORMALITIES**

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### **1.1 Attendance and acceptance of apologies**

Meeting formally commenced at 6:00pm

### **1.2 Conflict of Interest**

Kate Johnston-Sims (EC Secretary) has a conflict of interest regarding future contract for carpet cleaning (her partner provides carpet cleaning services).

### **1.3 Previous Meeting Minutes**

The minutes of the EC Meeting held 21 December 2022 are a true reflection of the proceedings at that meeting.

## **2. BUILDING & FACILITIES MANAGEMENT**

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**2.1** The next Building Report will be published in February 2023. The building manager did not have any specific issues or concerns to raise with the committee.

**2.2** Unit owners have reported unexplained noises that sounds like wind and a vacuum cleaning happening at odd times of the night. Matt Benedetti (Point FS) has confirmed that the sound is water hammer/hum noise that generally originates in either the balancing valves or meter of an individual unit, or sometimes from within the units

tapware. Water Tight have started to investigate and isolate the source of water hammer/hum noise.

### 3. STRATA MANAGER UPDATE

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- 3.1 A unit owner contacted the Strata Manager to investigate options for charging his electric vehicle (EV) in the basement. He also proposed forming a sub-committee to investigate options for installing a couple of EV charging stations. The Strata Manager informed the owner that there aren't currently any options available for charging vehicles in the basement and that his offer would be passed onto the EC. The EC is aware that onsite charging options for the growing number of EV owners at Ivy is a topical issue and aims to continue investigating options for OC consideration.
- 3.2 It was reported that renovation works could be heard across the building on Boxing Day and that this caused angst with neighbours. It was agreed that Vantage Strata will amend the erections and alterations application process to include the proposed dates and times that renovations will occur so that other residents can be notified of the potential loud noise and vibration.
- 3.3 Pool Cleaning. Due to the amount of people in the swimming pool over the festive season both pools were very cloudy. This was not due to the lack of pool cleaning, it is due to the filtration system being under strain – a clean and repack of the filters has improved the water clarity.
- 3.4 A unit owner contacted Vantage Strata to see if umbrellas could be installed in the pool area. The EC briefly discussed this and noted that any owner can prepare and submit an improvement proposal, as per the IVY Improvement Proposal template, for consideration at the next AGM. However, it was noted that shading options around the pool had already been investigated once and found to be challenging to find a solution that was affordable, practical and suitable for a private common use facility such as the IVY pool without staff to close the umbrellas when not in use and ahead of inclement weather.
- 3.5 A resident contacted Vantage Strata as they were concerned with pool etiquette including people smoking, glass by the pool, and dogs off lead. The Strata Manager will send a reminder notice to all residents and owners of the Ivy swimming pool rules.

### 4. FINANCIAL STATEMENT & ARREARS REPORT

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#### 4.1 Treasurers Report & Levy Situation

Julianne O'Brien (EC Treasurer) gave the EC an overview of the finances for November and the arrears position

Admin Fund Balance	= \$479,434.00
Sinking Fund Balance	= \$155,502.33
Total Budget 2022 - 2023	= \$1,333,073.75
Total Expenditure to date	= \$359,020.36
Total Levies received to date	= \$308,268.06
Owner Levy Arrears	= \$23,789.91 down from \$45,623.45 (Reduced by \$21,833.54):

- 58 owners are in arrears – the majority of arrears relate to 1 December 2022 levy notice / payment for fobs etc.
  - Three units are of concern to the committee. One unit owner is subject to legal action to recoup overdue levies. A second unit owner is not complying with an EC approved payment plan to recoup overdue levies – options were discussed with Vantage to commence legal action. The third unit owner is complying with the EC approved payment plan.
- 4.2 Status of Kelly & Partners audited accounts** – At the time of the meeting Kelly and Partners were finalising the 2021-22 financial audit for Ivy. This will be presented to the OC for acceptance at the next General Meeting, likely a special meeting ahead of the next AGM.
- 4.3 Origin Pool Heating Bill** – Origin Energy have advised that they contacted Vantage Strata in Aug 22 and informed the then Strata Manager, Heather Sanderson, that the IVY gas supply would be ceased unless an account for the gas usage (pool heating) was created. Origin claim that Heather Sanderson authorised Origin Energy to open an account and accepted backdated gas usage / supply charges for the previous 12 months. Subsequently Origin Energy created an account for gas supply and usage and submitted a bill to The IVY OC backdated to 22 Sep 21.. The EC is extremely concerned that Heather Sanderson did not consult with EC, or seek our authorisation to open an account with Origin Energy. In addition, Heather did not have authority from the EC to agree that the IVY OC would pay the backdated gas usage / supply charges. The EC has requested an explanation from Vantage Strata about the legalities of their strata manager acting to open the Origin Energy account without the authorisation of the EC. The EC elected to seek legal advice surrounding the circumstances of the Origin gas supply account creation. The EC directed Vantage to continue disputing the backdated bill with Origin, and reaffirmed previous direction for Vantage to investigate cheaper options for ongoing supply of natural gas for pool heating. Current Origin pool heating charges as of 29 Dec 22 bill:
- Overdue charges: \$75,569
  - New charges (due 19 Jan 23): \$6,604.19
  - **Total due: \$82,173.19**

## 5. MATTERS FOR DECISION

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- 5.1.** Unit 105 – Pet Application. The EC acknowledged receipt of the pet application for the three dogs that reside in the unit.
- 5.2.** St Johns Defibrillators – Currently in stock \$2,400 per unit. These have been ordered and we will ask Point to quote on installation.
- 5.3.** Ground cover around pavers near the pool. Matt Benedetti was recently alerted that the ground cover on the western side of the pool was covering pavers and sought advice from the EC whether to trim back or remove the ground cover. The EC asked Matt to arrange for the gardeners to initially trim the ground cover before reassessing.
- 5.4.** Drip Tray Installation above Leak in B1 Car Park. The EC reviewed the quote and on advice from Point FS agreed to proceed with the repair.
- 5.5.** Creation of Investment account (as per AGM motion 5). Vantage provided recommendations to the EC for consideration on creation of a fixed term investment account for cash at bank that is needed in the near term to pay Ivy expenses. Vantage recommended investing \$350,000 in a 3-month fixed term investment earning 3.1% p.a. as per the table at Enclosure 1. The EC advised Vantage that funds raised for the Sinking Fund weren't needed in the foreseeable future, and therefore agreed to invest \$400,000 of OC funds in a 3-month fixed term investment. The EC requested that

Vantage provide ongoing investment recommendations for discussion and decision as appropriate at each EC meeting.

## 6. MATTERS FOR NOTING

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### 6.1. Work Orders Issued (since last meeting):

- Request 282 - Phantom intercom calls / dialler unable to hear. I have the video intercom system (VEO-XS) which on occasion sets off a phantom dial to the apartment which with video capture enabled is not snapshotting an interaction (hence phantom). This morning it rang one long ring at approx 5.45 am and within a minute rang 4 times as a burst. The date settings are not holding when programmed and lately about 80% of the time, when there is a person at the other end they cannot hear any speaking from the apartment side of the intercom.
- Request 285 - Sprayjet to attend site for removal of graffiti from substation.  
Request 292 – Water Tight to attend site for investigation of blocked shower drain in disabled toilet.
- Request 293 - Maritex to attend site for rectification of the below items:  
Location: Downlight – Level 16 South adj Fire Mech Control Cupboard  
Level 9 South adj Unit 195  
Level 16 South adj storage cupboard
  - Tripping lighting circuit – south outdoor lights (switchboard in main switch room)
  - Tripping lighting circuit – BBQ lights (switchboard on Level 2 south tower)
- Request 294 - Quote from M&M Rolfe for garage door cleaning.
- Request 295 - Quotes for common area carpet cleaning as per the below scope:
  1. All carpeted corridors in both South and North towers (14 carpeted floors on North, 15 carpeted floors in South).
  2. Foyer carpeted areas in library and sitting area, as well as circular rugs (x2).
  3. Lift curtains for x 2 lifts (three pieces per lift).

## 7. MATTERS FOR DISCUSSION

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### 7.1. Fob audit process and communication strategy. The EC thanks Martin Caddick for volunteering to create the online forms and data collection process for registering all Ivy building access fobs against specific units:

- 7.1.1. Audit process: The fob audit commences on 1 February. Fob holders have 14 days to register their fobs. Residents who do not register their fobs by 14 February will be sent a final reminder with one weeks' notice to register their fobs. All fobs that are not recorded during the audit will be deactivated.
- 7.1.2. Communication: the primary means of communication for the audit will be via the email registered on the Vantage Building Link site, with a letterbox drop alerting owners/residents to ensure their contact details are correctly registered with Vantage. All owners, managing property agents, and residents will be contacted. Notices will also be placed in the lift foyers.
- 7.1.3. Support: if owners or residents can't read the serial number(s) on their fob representatives of the Owners Corporation will be available in the lobby on designated days and times to help electronically read their fob serial number and to guide people through the audit process.

### 7.2. Anna Goh (DBI Interior Designer). A zoom meeting will be organised with Anna Goh, the interior designer responsible for the current IVY interior, to discuss and quote on providing design concepts to beautify the foyer. Both Juliann O'Brien and Carol Van

Gelder will attend this meeting. Two other local interior designers will also be contacted to quote on providing concepts.

- 7.3. OC and Resident Communication.** It was agreed that if the EC receive correspondence from an owner or resident, they will acknowledge it and ask the Strata Manager to respond to the owner. The EC does not manage or monitor the Ivy Community Facebook site and is not responsible for any content uploaded to it.
- 7.4. Ivy Welcome Pack.** It was agreed that the EC will review the current Welcome Pack that residents receive from Vantage Strata when they move into Ivy and make change recommendations to personalise this for Ivy.
- 7.5. Ivy Solar Power Assessment.** An owner is researching a proposal for installation of a solar power system on the roof of Ivy to offset the common area electricity power bill. He is also researching the benefit of moving to electric heat pumps for heating the pools as an independent but related proposal. When the improvement proposals have matured sufficiently, they will be shared with the OC.

## **8. GENERAL BUSINESS**

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- 8.1** The Strata Manager advised that Vantage Strata will be moving to a new office in Dickson at the beginning of March. The EC Meetings will still take place once a month at the new office.
- 8.2** Vanessa Dix (Strata Manager) advised the EC that she will be taking Annual Leave from the 6<sup>th</sup> – 12<sup>th</sup> March 2023, a Senior Strata Manager will oversee all matters relating to Ivy during this time.
- 8.3** The EC have been advised that an Ivy Resident will be hosting a movie night for all residents in the Pool area on Australia Day.

## **9. MEETING CLOSURE AND NEXT MEETING**

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With no further business, the meeting officially closed at 9:32 pm. The next EC Meeting will be held on Wednesday 15 February at 6:00 pm

### **Enclosure:**

1. UP 4748 – Ivy Investment

# Vantage Strata Pty Ltd

90/43 Constitution Ave REID ACT 2612 ABN: 79602359482

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## Balance Sheet - U/Plan 4787 "THE IVY WODEN" 15 IRVING STREET, PHILLIP, ACT 2606 For the Financial Period 01/10/2022 to 18/01/2023

### Consolidated

	Administrative	Sinking	TOTAL THIS YEAR
<b>Assets</b>			
Cash At Bank			
The Owners Unit Plan 4787	\$479,434.00	\$153,502.33	\$632,936.33
<i>Macquarie Bank BSB: 182-266 Acc No: 217153303</i>			
GST Paid	\$34,779.38	\$0.00	\$34,779.38
GST Unpaid	\$3,778.10	\$0.00	\$3,778.10
Receivable	\$18,082.18	\$5,349.44	\$23,431.62
<b>Total Assets</b>	<b>\$536,073.66</b>	<b>\$158,851.77</b>	<b>\$694,925.43</b>
<b>Liabilities</b>			
GST Collected	\$29,610.15	\$4,182.27	\$33,792.42
GST Uncollected	\$(56.09)	\$392.37	\$336.28
Levies Paid In Advance	\$18,700.26	\$1,033.51	\$19,733.77
Payable	\$41,559.17	\$0.00	\$41,559.17
Payable (GST Free)	\$15,190.86	\$0.00	\$15,190.86
<b>Total Liabilities</b>	<b>\$105,004.35</b>	<b>\$5,608.15</b>	<b>\$110,612.50</b>
<b>Net Assets</b>	<b>\$431,069.31</b>	<b>\$153,243.62</b>	<b>\$584,312.93</b>
<b>Owners Funds</b>			
Opening Balance	\$521,838.66	\$112,601.62	\$634,440.28
Net Income For The Period	\$(90,769.35)	\$40,642.00	\$(50,127.35)
<b>Total Owners Funds</b>	<b>\$431,069.31</b>	<b>\$153,243.62</b>	<b>\$584,312.93</b>

## Income and Expenditure Statement - U/Plan 4787 "THE IVY WODEN"

**15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 18/01/2023

<b>Administrative Fund</b>	<b>Consolidated</b>		
	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Insurance Claim Recoveries	\$0.00	\$0.00	\$1,000.00
Interest	\$542.87	\$0.00	\$657.97
Levy Income Admin	\$267,708.14	\$1,070,833.75	\$977,243.27
<b>Total Administrative Fund Income</b>	<b>\$268,251.01</b>	<b>\$1,070,833.75</b>	<b>\$978,901.24</b>
<b>Expenses</b>			
Audit Fees	\$0.00	\$2,250.00	\$4,500.00
BAS & Tax Preparation	\$0.00	\$0.00	\$105.00
Bank Charges	\$(2.76)	\$0.00	\$9.09
Banking, Software & Infrastructure	\$78.75	\$0.00	\$262.50
Building Improvements	\$0.00	\$0.00	\$1,846.36
Building Management	\$8,460.84	\$0.00	\$0.00
BuildingLink	\$6,696.00	\$7,011.00	\$6,696.00
Capital Equipment Acquisitions - Admin	\$15,000.00	\$12,990.00	\$0.00
Cleaning - Bin Chutes	\$0.00	\$6,300.00	\$2,835.00
Cleaning - Bins	\$2,040.00	\$10,092.00	\$0.00
Cleaning - Carpark	\$0.00	\$4,900.00	\$1,395.00
Cleaning - Carpets	\$0.00	\$5,005.00	\$4,555.00
Cleaning - Contract	\$42,943.42	\$168,376.50	\$132,880.00
Cleaning - General	\$9,270.64	\$5,622.77	\$0.00
Cleaning - Windows	\$17,900.00	\$36,000.00	\$0.00
Consumables	\$0.00	\$0.00	\$4,269.83
Contingency	\$0.00	\$68,869.32	\$0.00
Contractor Compliance Fee	\$0.00	\$0.00	\$86.00
Debt Recovery	\$(950.00)	\$0.00	\$0.00
Electrical - Maint. Contract	\$400.00	\$1,507.00	\$0.00
Electricity	\$21,110.51	\$108,000.00	\$89,705.97
Facilities Management Services	\$25,259.78	\$0.00	\$82,544.70
Fire - Maintenance Contract	\$6,520.32	\$12,660.96	\$12,533.24
Fire - Monitoring	\$2,205.00	\$0.00	\$0.00
Fire - Passive Maintenance Contract	\$0.00	\$9,120.00	\$0.00
Fire - Repairs & Replacement	\$800.00	\$1,440.00	\$1,199.00
Furniture	\$0.00	\$0.00	\$1,061.91
Garbage Chute - Maint. Contract	\$0.00	\$2,700.00	\$0.00
Gardening - Contract	\$2,897.36	\$17,160.00	\$12,208.30
Gardening - Irrigation	\$0.00	\$0.00	\$1,464.07

**Income and Expenditure Statement - U/Plan 4787****"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 18/01/2023

**Consolidated****Administrative Fund**

	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
Gardening - Maintenance Other	\$400.00	\$1,600.00	\$3,813.64
Gas Usage	\$0.00	\$111,400.00	\$448.64
Gym - Contract	\$2,850.00	\$2,850.00	\$0.00
Gym - Equipment	\$0.00	\$500.00	\$190.77
HVAC - Contract	\$0.00	\$17,460.00	\$0.00
Height Safety Certification	\$0.00	\$0.00	\$1,200.00
Hot Water Supply	\$570.26	\$1,430.00	\$912.56
Insurance Premium	\$97,274.74	\$120,000.00	\$0.00
Keys, Remotes & Swipes	\$(1,143.61)	\$0.00	\$(3,108.16)
Lifts - Maint. Contract	\$164.61	\$12,912.00	\$18,567.03
Lifts - Repairs & Maint.	\$5,200.00	\$3,960.00	\$120.00
Lodgement Fees	\$0.00	\$0.00	\$140.91
Management Fees (Schedule B)	\$0.00	\$0.00	\$150.00
Management Fees - Building Manager	\$0.00	\$101,117.58	\$0.00
Management Fees - Strata	\$21,506.25	\$90,093.80	\$69,750.00
Miscellaneous Expenses	\$2,091.51	\$0.00	\$182.50
Other Expenses	\$0.00	\$3,000.00	\$0.00
Pest Control	\$250.00	\$1,850.00	\$1,600.00
Plumbing - Maint. Contract	\$1,146.81	\$7,727.27	\$6,902.67
Pool -Contract	\$10,546.88	\$25,200.00	\$37,695.05
Professional Services	\$0.00	\$0.00	\$3,500.00
R & M Buildings	\$2,815.00	\$0.00	\$0.00
R & M Electrical	\$3,285.00	\$1,600.00	\$17,765.48
R & M Garage	\$800.00	\$0.00	\$0.00
R & M General	\$2,995.70	\$1,800.00	\$5,399.33
R & M Gym Equipment	\$0.00	\$0.00	\$2,942.27
R & M HVAC	\$4,160.00	\$0.00	\$3,565.00
R & M Hot Water System	\$0.00	\$0.00	\$1,804.72
R & M Lighting	\$0.00	\$9,000.00	\$0.00
R & M Locks	\$0.00	\$0.00	\$635.45
R & M Painting	\$0.00	\$0.00	\$140.00
R & M Plumbing	\$11,468.65	\$2,000.00	\$529.10
R & M Pool	\$5,364.75	\$36,100.00	\$1,021.09
R & M Roof	\$8,649.78	\$23,128.55	\$0.00
R & M Upgrades and Replacements	\$0.00	\$10,000.00	\$0.00
Reports - Consultants	\$0.00	\$0.00	\$327.27
Reports - Insurance Valuation	\$2,051.82	\$14,700.00	\$0.00
Room Hire	\$590.91	\$1,000.00	\$877.27
Security & Access System	\$0.00	\$0.00	\$680.00

# Vantage Strata Pty Ltd

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## Income and Expenditure Statement - U/Plan 4787

### "THE IVY WODEN"

15 IRVING STREET, PHILLIP, ACT 2606

For the Financial Period 01/10/2022 to 18/01/2023

#### Consolidated

#### Administrative Fund

	TOTAL THIS YEAR	This Year Budget	Last Year Actual
Security General	\$0.00	\$18,400.00	\$3,663.19
Security Patrols	\$0.00	\$0.00	\$382.50
Signage	\$1,800.90	\$0.00	\$1,387.98
Trade Waste	\$0.00	\$0.00	\$5,381.66
Water Usage	\$13,550.54	\$72,000.00	\$66,927.44
<b>Total Administrative Fund Expenses</b>	<b>\$359,020.36</b>	<b>\$1,170,833.75</b>	<b>\$615,652.33</b>
<b>Administrative Fund Surplus/Deficit</b>	<b>\$(90,769.35)</b>	<b>\$(100,000.00)</b>	<b>\$363,248.91</b>

**Vantage Strata Pty Ltd**

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**Income and Expenditure Statement - U/Plan 4787****"THE IVY WODEN"****15 IRVING STREET, PHILLIP, ACT 2606**

For the Financial Period 01/10/2022 to 18/01/2023

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	<b>Consolidated</b>		
<b>Sinking Fund</b>	<b>TOTAL THIS YEAR</b>	<b>This Year Budget</b>	<b>Last Year Actual</b>
<b>Income</b>			
Interest	\$82.08	\$0.00	\$101.62
Levy Income Sinking	\$40,559.92	\$162,240.00	\$112,500.00
<b>Total Sinking Fund Income</b>	<b>\$40,642.00</b>	<b>\$162,240.00</b>	<b>\$112,601.62</b>
<b>Expenses</b>			
Sinking Fund Contribution	\$0.00	\$162,240.00	\$0.00
<b>Total Sinking Fund Expenses</b>	<b>\$0.00</b>	<b>\$162,240.00</b>	<b>\$0.00</b>
<b>Sinking Fund Surplus/Deficit</b>	<b>\$40,642.00</b>	<b>\$0.00</b>	<b>\$112,601.62</b>

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