

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 5TH COUNCIL MEETING OF THE 13TH MANAGEMENT COUNCIL HELD ON WEDNESDAY, 20TH MARCH 2024 AT #02-71 MANAGEMENT OFFICE

<u>Present:</u>	Ms Kweh Hui Cheng Catherine	-	Chairperson
	Mr Chen XiaoDong	-	Secretary
	Mr Yoe Tong Hock Dave	-	Treasurer
	Mr Ong Khek Chong	-	Member
	Mr Soo Chee Sern	-	Member
	Mr Lim Cheng Hung Jason	-	Member
 <u>Absent with Apology:</u>	 Mr Koh Sheng Wei Alphonsus	 -	 Member
 <u>Attendees:</u>	 Mr Sam Lim	 -	 Newman Property
	Mr Rayan Lim	-	Managing Agent
	Ms Agnes Lai	-	Managing Agent
	Mr Chow Chee Weng	-	Managing Agent
	Ms Lee Jia Xin	-	Managing Agent

<u>No</u>		<u>Action</u>
1.0	The meeting was called to order at 2.00 pm, with quorum. <u>TO CONFIRM MINUTES OF THE 4TH COUNCIL MEETING OF THE 13TH MANAGEMENT COUNCIL HELD ON 22ND FEBRUARY 2024.</u> The draft minutes of the 4th Council Meeting of the 13th Management Council held on 22 February 2024 was unanimously confirmed at the meeting. Proposer: Chen XiaoDong Seconder: Dave Yoe	INFO
2.0	<u>TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.</u>	
2.1	<u>New Management Office</u> MA will invite an architect (PE) to study the estate plan and find an appropriate location for the new management office and to obtain approval from the authority for the construction works. Council members agreed.	M.A
2.2	<u>Lift Matters</u> The lift consultant and Sigma Elevator staff attended the meeting. MA highlighted that there are many breakdowns for SL1 & SL2 at WCEGA Tower which is unacceptable. Sigma Elevator staff responded that they will look into the problems and submit reports including the schedule to replace the compensating chains by 27 March 2024. MA will also forward the breakdown job sheets to the lift consultant for their review.	M.A.

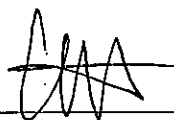
	MA updated council members on the following works. 1. Water proofing works to the lift shaft of PL5, PL6 and PL7. – Contractor has completed the works on 29 February 2024. As the water proofing works to the lift shaft of PL5, PL6 and PL7 were completed on 29 February 2024, MA has forwarded the signed quotation to Sigma Elevator to replace the compensating chain for the above-mentioned lifts. 2. To seal up all open ventilation area and install 2 air-conditioners at Tower rooftop lift motor room. – MA has invited four (4) contractors to view the site and waiting for them to submit the quotations.	
2.3	<u>Renew Tenancy Agreement for Plaza Rooftop Parking</u> MA informed members that the rental of WCEGA Plaza rooftop sub-plot 1 by M/s Legend Integrated Logistics Pte Ltd expired on 29 February 2024 and they have move out from the site. The existing tenant of sub-plot 2, M/s ST Engineering Mobility Services Pte Ltd is interested to lease half of sub-plot 1. Members agreed to lease out at \$0.55 cents p.s.f for a period of two (2) years. M.A. will inform them accordingly.	M.A.
2.4	<u>Legal Proceedings Against WCEGA Plaza Units for Encroachment</u> MA informed council members that The Management Corporation will be taking Legal Proceeding against one (1) unit at WCEGA Plaza and Lee & Lee is in the process of preparing the court documents.	M.A.
2.5	<u>Smoke Protection System at WCEGA Plaza</u> MA informed council members that M/s Unique Fire Protection has been awarded the replacement works and schedule to complete by 30 April 2024. The Management Corporation has also obtained the Fire Certificate from SCDF.	M.A.
3.0	<u>TO ADOPT THE FINANCIAL STATEMENTS FOR FEBRUARY 2024</u> MA referred to the financial statements for February 2024 and highlighted the salient points and the summary debtors' aging report as of 29 February 2024. There being no query and the Financial Statement for the month of February 2024 was unanimously adopted. Proposer: Ong Khek Chong Seconder: Catherine Kweh	INFO
4.0	<u>MANAGEMENT REPORT FOR FEBRUARY 2024</u> MA presented the Management Report for February 2024. There being no query and the Management Report for the month of February 2024 was unanimously adopted. Proposer: Chen XiaoDong Seconder: Dave Yoe	INFO

5.0	<u>ANY OTHER BUSINESS</u>	
5.1	<u>Install Solar Panel</u> The staff from M/s CEG Tech presented on the installation of solar panels at the rooftops of WCEGA Plaza & Tower. Members query about the cost involved and requested him to study and work on it for further discussion.	M.A.

The meeting ended at 4.50 pm with a note of thanks to all attendees.

Minutes prepared by: Rayan Lim (Newman Property Consultants Pte Ltd)

Confirmed by



Secretary
13th Management Council
The Management Corporation Strata Title Plan No. 3564

24/4/24

Date

