

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 7th COUNCIL MEETING OF THE 2nd MANAGEMENT COUNCIL HELD ON FRIDAY, 1 MARCH 2013 AT 2.30PM AT THE MANAGEMENT OFFICE AT #17-78 WCEGA TOWER, SINGAPORE.

<u>Present:</u>	Mr Tan Ah Huat	- Chairman
	Mr Ang Chin Kok	- Secretary
	Mr Koh Sheng Wei	- Treasurer
	Mr Lee Soon Kiong	- Member
	Mr Goh Geok Kiat	- Member
	Mr Tok Yong Khoon	- Member
<u>Absent with</u>	Mr Chew Teck Fatt	- Member
<u>Apologies:</u>	Mr Lee Wee Buang	- Member
	Mr Tan Chuan Hong	- Member
<u>In Attendance:</u>	Mr Jack Lee	- Exceltec Property Management Pte Ltd
	Mr Francis A. Koh	as Managing Agent
	Mr Alan Lim	

<u>S/No</u>		<u>Action</u>
	The meeting was called to order at 1430 hrs	
1.0	CONFIRMATION OF MINUTES OF THE 6TH COUNCIL MEETING	
1.1	The minutes of the 6 TH Council meeting of the 2 nd Management Council held on 11 January 2013 was unanimously confirmed.	For Info
2.0	MATTERS ARISING	
2.1	REVIEW OF EPS SYSTEM	
2.1.1	MA reported that registration of vehicle IUs was an on-going to-date. Council deliberated and unanimously agreed to put on hold and have it resolved at the upcoming AGM by the general body.	MA
2.2	REVIEW OF WEB PORTAL DESIGN	
2.2.1	Council noted that web portal for both Chinese and English versions were operational. The meeting asked MA to expedite on distribution of Web portal user ID and password to Subsidiary Proprietors by 11 March 2013.	MA

2.3	REVIEW OF UPGRADING WORKS BY M/S SIGMA FOR LIFT IMPROVEMENTS	
2.3.1	MA reported that Sigma had confirmed re-programming of lift calling system be carried out in April 2013. The meeting instructed MA to display Sigma's confirmation prominently on notice boards and lobbies for general information.	MA
2.4	REVIEW OF LEGAL PROCEEDINGS FOR BUILDING DEFECTS	
2.4.1	Council instructed MA to commence legal proceedings against Developer by issuing letter in aspect of tiling defects at lift lobbies out of safety concerns. Developer be given 14 days to respond, after which Management Corporation would proceed to repair and to bill Developer for the cost of repairs.	MA
2.5	PROPOSED 3RD AGM ON FRIDAY, 26 APRIL 2013	
2.5.1	Council resolved to hold the 3 RD Annual General Meeting on Friday, 26 April 2013, at 2pm, at THE CHEVRONS. Council instructed MA to prepare a draft AGM's agenda for Council's review by the next Council meeting.	MA
3.0	TO ADOPT FINANCIAL STATEMENTS FOR THE MONTH OF JANUARY 2013	
3.1	The meeting unanimously adopted financial statements for the month of January 2013	For Info
4.0	ANY OTHER BUSINESS	
4.1	PROPOSED PURCHASE OF BOOM LIFT	
4.1.1	Council instructed MA to expedite the purchase and sought Council Member Mr. C H. Tan's assistance in assessment of boom lift, if necessary.	MA
4.2	PROPOSED LANDSCAPING WORKS TO THE SERVICE ROAD AT WCEGA TOWER	
4.2.1	MA proposed barricading the roundabout inner circle with landscape to create a driveway for vehicles to pick-up and drop off passengers only. Council agreed and advised that the circle be large enough to deter parking and to prevent further damage to the pavement and road at the roundabout.	MA
4.3	PROPOSED SMOKING PLACE FOR WCEGA PLAZA & TOWER	
4.3.1	In compliance with NEA's request to designate smoking areas, MA proposed to draw yellow boxes as smoking areas at the pavement at the roundabout near façade walls of Plaza and bin area of Tower. Council agreed to the proposal.	MA
4.4	PROPOSED ADDITIONAL ADMIN STAFF FOR SITE	
4.4.1	With the impending EPS system, MA proposed to employ one additional admin staff to manage the carpark office. Council deliberated and resolved to defer this decision after the AGM.	KIV

	The meeting ended at 16.30 pm with a vote of thanks to all present.	
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Minutes recorded by: Francis A. Koh

Vetted by: Frederick Loi

Confirmed by:



Chairman
2st Management Council
The Management Corporation Strata Title Plan No. 3564

2103/3

Date