

# WCEGA PLAZA & TOWER

MCST 3564 Management Office

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**MINUTES OF THE 8<sup>th</sup> COUNCIL MEETING OF THE 2<sup>nd</sup> MANAGEMENT COUNCIL HELD ON THURSDAY, 21 MARCH 2013 AT 2.30PM AT THE MANAGEMENT OFFICE AT #17-78 WCEGA TOWER, SINGAPORE.**

Present:

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
Mr Lee Wee Buang	- Member

Absent with Mr Chew Teck Fatt - Member  
Apologies: Mr Tan Chuan Hong - Member

In Attendance: Mr Frederick Loi - Exceltec Property Management Pte Ltd  
Mr Jack Lee as Managing Agent  
Mr Francis A. Koh  
Mr Alan Lim

<u>S/No</u>		<u>Action</u>
1.0	The meeting was called to order at 1430 hrs <b>CONFIRMATION OF MINUTES OF THE 7<sup>TH</sup> COUNCIL MEETING</b>	
1.1	The minutes of the 7 <sup>TH</sup> Council meeting of the 2 <sup>nd</sup> Management Council held on 1 March 2013 was unanimously confirmed.	For Info
2.0	<b>MATTERS ARISING</b>	
2.1	<b>REVIEW OF EPS SYSTEM</b>	
2.1.1	Council instructed MA to expedite the commencement of EPS system to capture traffic data; number of vehicles entering and exiting the car parks of Wcega Plaza & Tower. The statistics would be collated and presented at the coming AGM. MA to arrange for a meeting with Sun Japan to finalize implementation without delay.	MA
2.2	<b>REVIEW OF WEB PORTAL DESIGN</b>	
2.2.1	MA reported the status of Web portal user ID and password's mailer and was instructed to put up notices on all noticeboards and at lift bobbies to create awareness. MA to disseminate information by 01 April 2013.	MA

2.3	<b>REVIEW OF UPGRADING WORKS BY M/S SIGMA FOR LIFT IMPROVEMENTS</b>	
2.3.1	MA reported that Sigma to re-program lift calling system by the end of 1 <sup>st</sup> week in April 2013.	MA
2.4	<b>REVIEW OF LEGAL PROCEEDINGS FOR BUILDING DEFECTS</b>	
2.4.1	MA reported that our lawyers had requested for all correspondences with the Developer for their perusal. Council reminded MA to include the following as part of the claim; 1) payment for Wcega rooftop's signage 2) voiding of building's warranty on glass panels arising from unauthorized dismantling of glass panels as a result of the façade walls by units #02-04/05/06.	MA
2.5	<b>REVIEW OF THE 3<sup>RD</sup> AGM DOCUMENTS</b>	
2.5.1	MA reported that our Auditors have not submitted its draft report. MA to expedite with Auditor to meet the date for the 3 <sup>rd</sup> AGM on 26 April 2013.	MA
2.5.2	MA to email draft special resolutions to Council for comment by next week.	MA
3.0	<b>TO ADOPT FINANCIAL STATEMENTS FOR THE MONTHS OF DECEMBER 2012 AND JANUARY 2013</b>	
3.1	MA reported that monthly financial statements had been forwarded to Council members for review every month. No exceptional expenditure were noted.	For Info
3.2	The meeting unanimously adopted financial statements for the months of December 2012 and February 2013.	For Info
4.0	<b>ANY OTHER BUSINESS</b>	
4.1	<b>PROPOSED PURCHASE OF BOOM LIFT</b>	
4.1.1	Council discussed the pros and cons of purchasing a brand new boom lift with a life span of 25 years as against a 12 years old 2 <sup>nd</sup> hand boom lift. After much deliberation, the Council unanimously decided to purchase a brand new boom lift. MA advised that this would be considered as a capital item and needed a resolution at the coming AGM.	MA
4.2	<b>PROPOSED LANDSCAPING WORKS TO THE SERVICE ROAD AT WCEGA TOWER</b>	
4.2.1	MA reported that the proposed landscaping of the roundabout with potted plants would cost \$6,680.00 as quoted by our landscaper – M/s Tai Kwan. Council requested MA to obtain 2 more quotes for further deliberation at the next Council meeting.	MA
	The meeting ended at 16.00 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:



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Chairman  
2<sup>st</sup> Management Council  
The Management Corporation Strata Title Plan No. 3564

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Date