

WCEGA PLAZA & TOWER

MCST 3564 Management Office

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MINUTES OF THE 10th COUNCIL MEETING OF THE 3rd MANAGEMENT COUNCIL HELD ON WEDNESDAY, 19th MARCH 2014 AT #17-78, MANAGEMENT OFFICE, WCEGA TOWER.

<u>Present:</u>	Mr Ben Tan Eng Hua	-	Chairman
	Mr Kannappan Selvam	-	Treasurer
	Mr Alex Lee Seow Min	-	Secretary
	Mr Jeffrey Tan Yam Sia	-	Member
	Ms Joyce Baey	-	Member
	Mr Danny Teo Kian Guan	-	Member
	Ms Anny Chong Mei Yoon	-	Member
	Mr Venkatesha Murthy	-	Member
<u>Absent with Apologies:</u>	Ms Liew Sue Chee	-	Member
	Mr Chan Wai Kiat	-	Member
	Mr Chai Jurn Wei	-	Member
	Mr Andrew Ho Tuck Keong	-	Member
	Mr Jeorg Kalisch	-	Member
	Ms Ivy Ng Soh Peng	-	Member
<u>Attendees:</u>	Mr Patrick Lim	-	Managing Agent
	Mr Glenn Lim		
	Mr Eric Lee		

<u>No</u>		<u>Action</u>	<u>Due</u>
1.0	The meeting was called to order at 2.15pm, with sufficient meeting quorum. TO CONFIRM MINUTES OF THE 9TH COUNCIL MEETING OF THE 3RD MANAGEMENT COUNCIL HELD ON 19TH FEBRUARY 2014.		
1.1	The minutes of the 9 th Council meeting of the 3 rd Management Council held on 19 th February 2014 was unanimously adopted.	Info	
2.0	TO DISCUSS ANY MATTERS ARISING FROM THE ABOVE MINUTES.		
2.1	<u>Building Defects, Rectification Work-progress and Correspondences with Developer</u>		
2.1.1	MA informed Council that lawyer TM has yet to revert on the meeting with surveyor Bruce, so as to clarify issues pertaining to the second building report. To update Council further.	Info	
2.2	<u>Car parking issues at WCEGA Plaza & Tower</u>		
2.2.1	MA updated Council on the initial implementation of Plaza's main barrier-arm gantries systems on 1 st March 2014. Unexpectedly and regrettably, there was a software glitch which inadvertently caused wrongful IU's deductions for some of the Plaza's tenants.	Info	

2.2.2	In response, MA stood down the Plaza's EPS systems temporary till 8 th March 2014, so that Sun-Japan could rectify any software issues to prevent future similar re-occurrences. Also, this would allow more time for the car-dealers' groups to register their vehicles as per their request to Council to delay the Plaza's EPS, citing lack of time for proper registration processes.	Info	
2.2.3	MA presented Sun-Japan's maintenance contract for Wcega's carparks systems, for a period of five years. MA to negotiate for lower maintenance contract fees or an indemnity clause for any systems' failures. To update Council further.	MA	31/3/14
2.2.4	MA suggested that the number of visitors' parking lots at Plaza's level one carpark to be reduced to 30, based on the quick turnover of visitors' vehicles. By this, more parking spaces to be made available to cater to Wcega's seasoned labelled vehicles. Council agreed.	Info	
2.2.5	Upon due discussion, Council agreed that up to 20 "per exit" parking tickets to be allowed for motor-related workshops and transport companies on a monthly basis, subject to future review. Additional tickets may be purchased from the Management at \$5/- each.	MA	31/3/14
2.3	<u>Service Contracts and Operational Issues</u>		
2.3.1	MA informed Council that IMGVision still has not reverted on their recommendations to rectify those wiring issues plaguing the CCTVs systems at Guardhouse. To update Council further.	MA	31/3/14
2.4	<u>Security and Lift</u>		
2.4.1	MA reported that the lifts' maintenance contract with Sigma, to be renewed for another three years, on the same terms and conditions as per existing term contract.	Info	
2.4.2	On lift motor room improvement works, MA approached several QPs and third-party lifts' contractors to enhance the ventilation therein. However, all of these parties declined to undertake the task and are of the opinion that our lifts' term contractor Sigma, should be the right party to see to these improvement works. Council agreed and noted.	MA	15/4/14
2.4.3	MA to liaise with Sigma again, on this matter. To update Council further.	MA	15/4/14
2.5	<u>Feedback from Wcega car-dealers' group</u>		
2.5.1	MA informed Council of some of the potential issues concerning the car-dealers, namely the proposed rental of columns at basement carparks and the administration fees to be levied for updating vehicles' IU records.	Info	
2.5.2	Upon careful deliberation, the meeting resolved to charge the amount of \$360/- plus GST per month for each column which can accommodate up to 12 vehicles. This works out to the usual pricing of each normal season parking labels of \$30/- per month per vehicle.	Info	
2.5.3	It was also resolved that the admin fees applicable to the car-dealers' IUs registrations and subsequent updating be charged \$5/- after the first 10 free updates per month per unit.	Info	
2.5.4	MA further proposed a meeting with Wcega Used Car Association on 26 March 2014, so as to address any other concerns that may arise. Council agreed.	MA	26/3/14

2.5.5	Note: The car-dealers declined to meet the Council and MA on above date. They replied that they would submit a proposal for Council's consideration soonest possible.	Info	
2.6	<u>4th Annual General Meeting matters</u>		
2.6.1	MA and Council deliberated at length, on the draft Agenda and the proposed budgetary projections, and the audited financial reports.	Info	
2.6.2	Upon due consideration, Council asked MA to revise the budgetary provisions for carpark incomes and electricity consumption.	MA	31/3/14
2.6.3	MA informed Council that one Plaza's owner has submitted a requisition for a 90% resolution for mezzanine floors to be considered for the upcoming AGM.	Info	
2.6.4	After due discussion, Council agreed to table this 90% resolution for AGM discussion.	MA	31/3/14
3.0	TO ADOPT THE FINANCIAL STATEMENTS FOR FEBRUARY 2014		
3.1	The financial statements for February 2014 were unanimously adopted by the meeting.	Info	
3.2	Treasurer Mr Selvam enquired about the financial statements.	Info	
3.3	MA updated Council on the debt recovery processes, of outstanding quarterly maintenance payments owing by SPs falling behind in their payment schedule.	MA	15/4/14
4.0	ANY OTHER BUSINESS:		
4.1	<u>OCBC Quick Cheques Deposit (QCD) services</u>		
4.1.1	MA briefed Council on the on-going plans to introduce OCBC's quick cheques deposit services to Wcega site. MA is negotiating with OCBC on the monthly leasing payments to set up a kiosk here. More details to be furnished in due time.	MA	15/4/14
4.1.2	MA also reported that OCBC does not have immediate plans to introduce Automated Teller Machines (ATM) at this juncture. However, the bank may review this matter, pending on the response to the proposed QCD services.	Info	
4.2	<u>MediaCorp filming on-site</u>		
4.2.1	MA briefed Council on the on-going plans to have MediaCorp coming to Wcega site in April 2014, for filming purposes. The TV broadcaster is looking to do some filming for a Chinese serial show. Such filming activities will be scheduled on weekends. More details to be furnished in due time.	MA	15/4/14

The meeting ended at 4.30pm with a note of thanks to all attendees.

Minutes prepared by: Glenn Lim (Newman Goh Property Consultants P/L)

Confirmed by:

Chairman

3rd Management Council

The Management Corporation Strata Title Plan No. 3564

Date