

PERBADANAN PENGURUSAN VISTA KOMANWEL B (BUKU DAFTAR STRATA 2114)

Minutes of Meeting of Perbadanan Pengurusan Vista Komanwel B

Ref : PPVKB/050/2019

Date : 27/5/2019

Time : 8.00PM

Venue : Management Office – Meeting Room

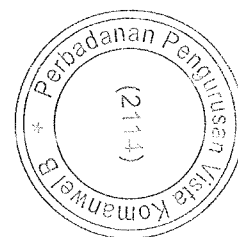
Attended by:

MANAGEMENT COMMITTEE

1	Mr. Chow Yue Wing	CYW	Chairman
2	Mr. Khong Chee Kong	KCK	Secretary
3	Mr. Ho Lee Wah @Daniel Ho	HLW	Absent with apologies
4	Mdm. Loh Mei Sin @Vivian Loh	LMS	Committee Member
5	Mdm. Tan Siew Ling @Michelle Tan	MT	Committee Member
6	Mr. Chong Siew Han	CSH	Committee Member
7	Mr. Teh Teong Khuan	TTK	Committee Member
8	Mr. Stanley Keith Rodgers	SR	Absent with apologies

RAINE, HORNE & ZAKI PROPERTY MANAGEMENT (RHZ)

1	Mr. Selvakumaran P.	SP	Operation Manager
2	Mr. Norrol Kamal Bin Md Zainin	KZ	Building Manager
3	Mr. Barani Kumar	BK	Absent with apologies



The Chairman welcomed all committee members and Property Manager to the 49th Management Committee meeting of Perbadanan Pengurusan Vista Komanwel B, held on the 27th May 2019 and the minutes of the last Meeting was deliberated (PPVKB/049/2019) and was proposed to be adopted by Mr. Ho Lee Wah and seconded by Madam Loh Mei Sin without amendments.


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Minutes of 50th MC Meeting @VKB – 27th May 2019

Item	Agenda	Matter Discussed	Action to be Taken	PIC	Dateline
1.	Opening Address by Chairman.	CYW welcomed all MC members and Property Managers to the 49th MC Meeting.	Info		
1.1	To adopt and approve last MC meeting minutes.	The minutes of the last Meeting was deliberated (PPVKB/049/2019) and was proposed to be adopted by Mr Ho Lee Wah and seconded by Madam Loh Mei Sin without amendments.			
2.	2.1 Accounts.	<p>a) Income and Expenditure.</p> <p>b) Major Expenses</p> <p>c) Opening Special Painting Fund FD Account.</p> <p>MF confirmed that all documents has been submitted to Bukit Jalil Branch and pending confirmation from COB DBKL.</p> <p>d) BK proposed that we place the monies in the current FD maintain at Seri Petaling Branch and will be later transfer to the new account pending to be open at Bukit Jalil Branch. CYW instructed BK to proceed.</p>	<p>a) To be deliberated at the next meeting.</p> <p>b) Info.</p> <p>c) Info.</p> <p>d) Deposited.</p>		

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	2.2. Tribunal Case	Inter-floor-leakage - unit B1-B2-05 against B1-B1-05 KZ informed the meeting that the owner of the upstairs unit did not attend the hearing and judgment was in favour of the lower unit. KZ attended on behalf of VKBMC	a) Owner of B1-B1-05 appeal to Tribunal for case revision as he did not attend previous hearing where Tribunal had instructed him to carry out repair.	Info	
	2.3 Audited Accounts	The issues raised by KCK in the April MC meeting regarding classification of Special Painting Fund monies and accounting for the B Tower lobby contract had been corrected in the audited accounts.			
3.	Lift - B Tower (Mitsubishi) Lift Refurbishment & Modernization - B Tower.	1. Work as per schedule a) Endorsement of Drawings. a) SP informed the meeting that SP Ang from Access Elevator had agreed to monitor work progress in his personal capacity as the competent person for a total fee of RM800.00 for all 3 lifts. b) Lift car materials KZ presented the following result on selection of cosmetic item for lift: (1) Paneling three samples. a) EHSS 201 = 14 b) EHSS 203 = 39 c) EHSS 204 = 13 Final selection EHSS 203.	a) Info. b) Info.	SP	ASAP

		(2) Flooring two samples. a) Black = 25 b) Ash Grey = 41 CYW suggested and the Committee agreed that perimeter should be Ash Grey and Center is Black. (3) Light Diffuser – standard model (N300) (4) Access Card System 63 owners responded. A majority of 42 owners agreed for installation of access card system reader and MC instructed RH to inform Mitsubishi accordingly. The cost for this is RM49,200.00 as quoted previously. CYW suggested retaining the existing electromagnetic locks at the lobby. KCK agreed and suggested that the issue can be reviewed when the lobby renovation is done on completion of the lift works. SP informed the MC that a new installation schedule shall be given to us in view of the inclusion of the access card. He said work will probably start in July.			
4.	Lift B1 & B2 (Access Elevator)	No matters arising.	Info		

5.	CLEANER (TWOT Cleaning Services)	No matters arising.	Info		
6.	PEST CONTROL (New-Tech Pest Control).	No matters arising.	Info		
7.	LANDSCAPING (UVA Trading).	No matters arising.	Info		
7a.	HANDYMAN	<p>CYW said that the handyman had complained that he was being paid RM1,500 in contrast to the RM2,100 we pay to RHZ and that he was paying for his own working permit. CYW asked why we cannot employ him directly instead of through RHZ's agent. He said the difference of RM600 was not fair to the handyman and that he did not mind if it was only 10%. He said that he thinks the handyman does more work than the technicians who are being paid more.</p> <p>KCK asked if the handyman and the staff seconded by RHZ are paid contractual bonus of 1 month ie 13 month salary as MT put it. SP confirmed they are.</p> <p>CYW asked for a breakdown of the RM2,100 that RHZ bills to VKB and</p>	Info		

		whether it included EPF. SP said the handyman does not get EPF			
8.	Other Matters				
	8.1 AGM 2019/2020	a) SP suggested that a separate meeting be held to discuss on the AGM agenda, house rules and slide presentation including presentation of audited account by BK and it was confirmed that this meeting be held on 15 th May 2019.	a) SP to forward all this document to MC members in advance.	KZ	
	8.2 VKB Signage	<p>a) SP presented the quote from Extra Comfort amounting to RM8,000 for a lightbox signage (RM5,200) and a fixed polycarbonate awning (RM2,800).</p> <p>b) CSH asked why the signboard was changed to a lightbox. KCK asked what is meant when the quote said "wording with black sticker". CYW asked if this meant the wording will not have an embossed (3D) effect? Committee members requested for a small sample before approving the quote.</p> <p>c) To MT's question whether the proposed design is similar to B2's signage, CSH and other members explained that it is more of a lightbox. All agreed that this looks "cheap" and more appropriate for a "coffeeshop".</p>	<p>a) To follow up.</p> <p>b) Info.</p>		

		d) RHZ was instructed to get quotes for something that's similar to B2's signage			
	8.3 CCTV	a) SP reported that Mr Chua of the company that does IMU's CCTVs has already done his survey of our system. However, he is out of town and a meeting will be arranged to present his findings and proposal when he's back.	a) To follow up.		
	8.4 EM lock project	a) SP presented 3 quotes of which the lowest was ECE's of RM4,750 for everything to implement the EM lock excluding the ironmongery. Two locks will be installed on both In and Out lanes with card readers for our existing access cards.	a) KZ to follow up.	KZ	
	8.5 Renovations	<p>a) Renovation List KZ presented renovation list and currently there are 3 units and there is no changes.</p> <p>b) MC proposed that the current rules on renovation matters in the house rules the further tightened.</p> <p>c) KZ informed the meeting that the guard has been advised to stop all lorries bringing in partitions from entering into the apartment complex and also carry out random check while</p>	<p>a) Info.</p> <p>b) Info.</p> <p>c) Info.</p>		

		<p>on patrol.</p> <p>d) MC requested the basis on charging renovation deposit. KZ confirmed the following:</p> <ul style="list-style-type: none"> - Minor renovation RM500.00 - Major renovation RM3,000.00 <p>KZ confirmed that this rate are as per the house rules.</p>	d) Info.		
	8.6 B Tower Lobby Renovation	a) MC requested RH to advise owners on lift lobby renovation postponement because of lift upgrading works and similarly inform the contractor (Intron) that upgrading works shall be put on hold until further notice. SP said he informed Intron that it will be in Aug 2020 tentatively.	a) Info.		
	8.7 Car Clamping for Traffic Offenders.	<p>a) Clamping of Cars A vote was taken to decide whether to include the words "maximum penalty for car clamping shall be RM200.00" in the House.</p> <p>4 voted to include and 2 voted not to include. Therefore, the proposed amendment to the House Rule will be tabled for approval at the AGM to include the maximum penalty.</p>	a) RH to follow up.		

	8.8 White Car Park Lots	a) MC instructed RH to ensure that any owner found to be abusing white lot car park privilege to be black listed and no stickers are to be issued in the next application cycle. KCK said that house rules should be amended/expanded to address this issue.	a) Info.		
	8.9 Speed Limit	a) KZ to look into increasing the size of the speed limit sign board.	a) KZ to follow up.	KZ	
	8.10 SSL certificate	SSL certificate still not installed by Anderes Fourdy. Matter was brought up in the last two meetings.	RHZ to follow up		
	8.11 Visitors to park in specified lot numbers	SP said that this will be implemented whereby visitors will be issued parking cards with specific parking lot numbers. The visitor must park in that specified lot. KCK said the card must be displayed on the dashboard so that security can monitor and take action if the visitor is parked in a wrong place. CYW & MT said that will be good but reminded that parking lot numbers must be visible or security must direct them to the correct lots as done in other condos.	RHZ to report on progress of implementation		

	8.12 Lighting	a) CYW said the round LED lights are too expensive and too dim. He suggested going back to the cheaper 4 ft LED lights. No objections were recorded/	a) Work in progress.		
	8.13 Resident contact list	a) CYW said the list should show: - Owner's residential status - whether Unit occupied by owner or tenant b) CYW suggested that details should be asked for whenever owners or residents come to apply for access cards and car stickers. c) KCK informed the meeting that when RHZ sent out the email to B Tower owners re the Lift Project, email addresses of all owners had been exposed to recipients. He said this was not acceptable as it breached owners' privacy and exposed the MC to liability under the PDPA. MT said that the emails should have been sent using "bcc" and that RHZ should be more aware and strict about this.	RHZ to follow up and to take note		
	8.14 Cigarette Butts Issue B1-16-08	KCK reminded RHZ that we need written confirmation from the owner of the proposals outlined in the March MC meeting minutes (item 8.12)	KZ to follow up		
10.	10.1 Notice of AGM	SP proposed that the notice will be sent	RHZ to attend		

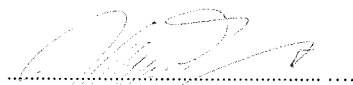
		<p>out by ordinary mail to all owners and by depositing in resident owners' mailboxes. MT asked why not by registered mail. SP said there will be an acknowledgment by PosMalaysia which serves as "proof of posting"</p> <p>CYW suggested that owners should also be notified by email. No objections were recorded.</p> <p>The meeting also agreed that the posting should be done before the Hari Raya holidays, preferably by 31st May, even though 21 days notice meant 7th or 8th June.</p>			
	10.2 Wireless camera	<p>Given many cases of rubbish throwing and the difficulty of catching the culprits, KCK suggested that wireless cameras be purchased for deployment wherever necessary in the various blocks</p> <p>No objections were recorded.</p>	RHZ to follow up		
9.	Procurement	<ul style="list-style-type: none"> - Srijati Industrial Supplies (RM3,000.00) Supply 200 units 4 feet T8 LED Complete Set. - Nissy Fix Enterprise (RM7,980.00) Repair Pipe Leaking at B1 Car Park. - Extra Comfort Office 			

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		<p>Equipments Trading (RM1,740.0) Supply & Install Outdoor Disclaimer Signage.</p>			
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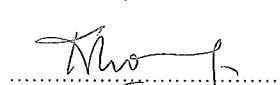
The meeting was adjourned at 11:00pm with a word of thanks from the Chairman and the next meeting is scheduled on Wednesday 26th June 2019 at 8:00pm.

Prepared by,



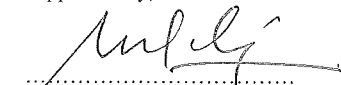
Mr. Norrol Kamal Bin Md Zainin (KZ)
RAINE, HORNE & ZAKI (RHZ)
Property Management Sdn. Bhd.

Confirmed by,



Mr. Khong Chee Kong (KCK)
SECRETARY
Perbadanan Pengurusan Vista Komanwel B

Approved by,



Mr. Chow Yue Wing (CYW)
CHAIRMAN
Perbadanan Pengurusan Vista Komanwel B