

MIAMI GREEN RESORT CONDOMINIUM OWNER'S ASSOCIATION, PENANG

registration no. 1618 - registered office:
Suite 701 & 702, 7th Floor - 11 Lorong Kinta - 10400 Penang

Minutes of 1st Committee Meeting

held on Monday, 20th June 2005, at the Miami Green Resort / function room opposite gym

Time: from sharp 8.30 to 10.22 p.m.

Attendance: refer to list attached

Absent with apology: Ms. Teresa Lim / Hon. Treasurer, D-11-3

Ms. Michelle Lanne, C-12-3

Mr. Simon Lee,

Absent without apology: Mr. Cheah Eng Hong, D-8-2

The meeting was held as per notice dated 9-6-2005 convening this meeting.

- 1./ The chairman acknowledged that the living in our Miami Green Resort turns out with generally less problems than during first years mainly thanks to our Mr. Foo and his management team who are usually eagerly trying to take best care of a smooth business operation.

The chairman stated he would put his immediate attention especially in these two points:

I. Security facilities / Alarm system:

After the last year's witnessing of the fire of a condominium building in Tanjung Bunga the chairman stated this is a point of his personal concern. He is already

- ◇ in the process of getting to know details of any so far existing alert facilities
- ◇ he would put all efforts to secure that the legal requirements are fulfilled
- ◇ and that he will be reverting to this point on the next committee meeting with further information and additional options, which then could be the basis for further discussion and action/quorum.

II. Sinking funds & monthly maintenance funds paid to the developer:

The former chairman mentioned on the last AGM that in the past it was not possible for our association to see these accounts in sufficient time and in details:

since we all need to know that these accounts are being handled properly we as association should and will do the necessary to obtain certainty in this respect.

- 2./ The minutes concerning the 3rd AGM dated 7th May 2005 were adopted by the committee.

- 3./ Formal hand-over of our association's files and folders

aa/ to the Hon. Secretary:

since our association's Hon. Secretary, Mr. Francis Chew, will be on travel often in the near future, these files & folders were taken over by our Hon. Chairman to ensure our association can perform its business to the expected extent at any time.

bb/ to the Hon. Treasurer:

unfortunately the former Hon. Treasurer as well as the new Hon. Treasurer both could not attend this committee meeting, the Hon. Chairman will arrange a separate brief meeting with these two owners to secure that files & folders are properly obtained by our association's Treasurer.

cc/ application-forms for the membership in our association have been received by the Hon. Chairman.

- dd/ a list for the ROS, specifying the personal details of the committee members, needs to be established and submitted to the ROS within 60 days from the last AGM, i.e. within 6th of July: due to the next days' absence of our new Hon. Secretary this will be arranged by our former secretary Mr. Kris Lee and our chairman Mr. Jens
- ee/ approx. two weeks after our new documents will be submitted to the ROS we will inform our bank about the new committee members authorized to sign for our account.
- ff/ The Hon. Chairman is requested to establish 'letters of appointment' for each committee member and pref. also for our external association's secretary (as it makes no sense to change this external secretary every two years).

4./ Matters arising.

- aa/ the guards protecting the Miami Green Resort
Several present members and owners acknowledged that the general situation in our resort is in terms as good as never before, but THIS is seen as a point which causes constant embarrassment during the last few months. It was decided that
 - ◇ we as association will make up our mind as to what we would like to see happening all in this respect (Mr. James offered initiative help, the chairman will discuss this matter with the committee members furtheron)
 - ◇ and we will lead the discussion then with the developer, resp. with Mr. Foo.

From the circle of present members and owners these points were suggested:

- ◇ ideally Mr. Foo should get back the former chief guard Mr. Ghopal
 - ◇ the guards should be of an age between 30 to 55 years
 - ◇ they should be "apparently fit" physically and mentally to perform their job in accordance to a "Standard Operation System"
 - ◇ we as association will work on as definition of such "SOP" and try to get it accepted by Mr. Foo as the responsible head of the management office
 - ◇ a daily morning inspection should be practised as it happens that single guards appear for duty drunken or sleepy or in similar bad physical state in the mornings
 - ◇ guards who repeatedly appear unfit for duty must be released from the job
 - ◇ it must be excluded that our guards should molest residents in any way
 - ◇ the guards must be drilled in respect of an eventual fire alert (we are under the impression they don't have a clue what to do)
- bb/ a Toyota Starlet, labelled "for sale", is occupying a visitor's carpark since weeks and causes embarrassment by that. The chairman was requested to try solving this "point of stress".
 - cc/ the main swimming pool – seems to be lacking a proper maintenance service with regards to 1./ dirt and 2./ a too high chlorine content. The chairman was requested to secure that the maintenance is being performed properly.
 - dd/ the gym – several facilities are just too dirty and/or not working properly, especially the both treadmills are out of order: the chairman was requested to bring this to Mr. Foo's attention for rectification.
 - ee/ a sanitary problem has turned up at the waste bags' place – where monkeys tip over waste boxes and/or open waste bags: the chairman was requested to also bring this to Mr. Foo's attention for rectification.

- 5./ The next committee meeting will be held during first half of August, a specific invitation will be discussed and agree in time.
The basic proposal of the chairman was/is that our committee should gather in future every 6 – 8 weeks “only” in correspondence to actual requirements and our rules & regulations (which require committee meetings at least every 3 months).

For Francis Chew & Jens Kehrhahn
Hon. Secretary Hon. Chairman
Date: 22-6-2005

- Distribution list:
- ◇ committee members
 - ◇ noticeboard
 - ◇ chairman’s file
 - ◇ secretary’s file
 - ◇ website