The Owners of Strata Scheme 8136
Maycrest Apartments
1-3 Rupert Street, Maylands WA 6051

25 March 2025

TO ALL OWNERS

Dear Owners,

RE: Annual General Meeting Action Letter

Further to the recent Annual General Meeting held **19 March 2025**, we wish to advise of work carried out in accordance with the instructions received at that meeting.

1. **Council of Owners**
   We have updated our records to reflect the new Council members' details.

2. **Insurance**
   A quote for catastrophe cover will be obtained and forwarded to the Strata Committee.

3. **10 Year Plan – 5 Year Review**
   Quote requests have been issued.

4. **Pest Control – Termites**
   Quote requests have been issued.

5. **Roof Inspection**
   Quote requests have been issued.

6. **Skip Bin**
   Skip bins to be arranged once a month – item diarised.

7. **NBN Fibre Upgrade**
   Strata Manager to commence process.

8. **Washing Lines**
   Strata Committee to provide photos of both areas for quoting purposes.

9. **Gardening**
   Scope of work to be forwarded to the Strata Committee for review.

10. **Walkways/Balconies/Handrails/Concrete/Waterproofing Works**
    A second quote will be obtained.

We trust the above actions meet with your approval.

Yours faithfully,

Kim Bunting

Strata Community Manager
All Strata Management Services
For and on behalf of The Owners of Strata Scheme 8136