

	9 Bukit Utama Condominium	
	Record of JMB Meeting No 14	

Subject: Record of JMB Meeting No. 14

Date: 26TH January 2016

Place: Sales Office, 9 BU

Attendees: Refer to attachment 1

Apologies:

Attachments:-

Attachment 1: Attendance List

Ref	Description	Action	Date
1.0	Confirmation of Last MoM		
1.1	Minutes of last JMB Meeting was approved and confirmed. Proposed by Peter, seconded by Danny.	INFO	
2.0	Accounts		
2.1	Maiza presented the accounts	INFO	
2.2	Poon asked for an update on the aging report	INFO	
2.3	Maiza said that LOD was issued before KF's time and further iterated that she had only just managed to complete the aging report.	INFO	
2.4	Poon suggested since the SMA is enforced, we should take all the bad debtors to tribunal	INFO	
2.5	Peter asked Haran on SOP on recovery method, Haran replied saying that the SMA has approved putting up a shame list showing unit number and the amount owed.	INFO	
2.6	Haran added that after sending the reminder, give the debtor 2(Two) weeks to response if no response after 2 (Two) weeks, we put up the	INFO	

	shame list.		
2.7	Lau asked JMB members if all were in agreement, to take the above matter to the tribunal, JMB members unanimously agreed.	INFO	
2.8	Lau then said that the statement of accounts must be sent to all owners, before we start sending out reminders and seek further action on the bad debtors.	INFO	
2.9	Poon suggested that after sending the statement of accounts, it is better to wait 2 (Two) weeks, if there is no dispute then we proceed with the reminders.	INFO	
2.10	Maiza presented the accounts, highlighting Income versus expenses for the month of December 2015. Total Billing - RM457,052.23 Expenses - RM343,410.83 Surplus - RM113,641.40	INFO	
2.11	Lau enquired about security, saying that he had noticed that there is no deduction made against the security company, when there is absenteeism.	INFO	
2.12	Fadzil replied saying, we will have a proper attendance record from January onwards, and since the finger printing machine was installed.	INFO	
2.18	Peter agreed with Fadzil's suggestion.	INFO	
2.19	Lau said there were times when he noticed guards absent, but billed in full.	INFO	
2.20	Peter commented that what Lau said would construed as hear say and added it is better to have evidence, Poon agreed with Peter.	INFO	
2.21	Poon enquired as to when interest would be charged, as the invoice states interest will be charged after 30 days.	INFO	
2.22	Peter proposed interest be charged after 30 days at 10% This was seconded by William and unanimously agreed by JMB	INFO	
2.23	Danny asked that vendors payment summary be sent to all JMB Members	INFO	
2.24	Peter disagreed saying that it is PNC and that it should not be sent to everyone, instead proposed PMO to keep a copy in the office, for JMB members to see.	INFO	
2.25	Andrew said all JMB members, should be given a copy of the payment summary.	INFO	
2.26	After further deliberation, it was decided that a copy of the payment summary be kept in PMO if anybody wanted to view.	INFO	
3.0	Electricity Billing		
3.1	Lau enquired about the electricity billing, as it was inconsistent.	INFO	
3.2	Peter suggested writing a letter to BUCC, in regards to the billing.	INFO	
3.3	PMO to write to BUCC on behalf of JMB	PMO	29/1/16
4.0	Auditors		
4.1	Teoh enquired from Maiza if there was any cost incurred from Insoft, information that Maiza had requested	INFO	
4.2	Maiza said that there was no charges incurred	INFO	
4.3	Teoh asked how many quotations were received for the Audit	INFO	
4.4	Maiza replied 3 quotations were obtained	INFO	
4.5	Lau proposed appointing KF's recommended Auditor	INFO	

4.6	Sunny asked how big the audit company was, Lau replied saying it was a medium sized company	INFO	
4.7	Lau suggested speaking to Vincent on selecting the Auditors.	INFO	
5.0	Landscaping		
5.1	Tan highlighted on upgrading some areas for landscaping.	INFO	
5.2	Tan proposed to relocate the existing herb garden, to another area within 9BU and put other plants in the vacant plot.	INFO	
5.3	William proposed to Tan a hanging garden, Tan said will look into it	INFO	
6.0	Chinese New Year Gathering and Air BnB Issue		
6.1	Lion dance will be on Lion dance on 21st Feb. Cost RM 2188.	INFO	
6.2	William proposed giving RM2.00 Ang Pow to children during the gathering.	INFO	
6.3	Danny suggested giving oranges instead of Ang Pow's	INFO	
6.4	Peter proposed a vote be taken, those in favour of giving Ang Pow and those in favour of giving oranges.	INFO	
6.5	4 JMB members in favour of giving oranges 5 JMB members in favour of giving Ang Pow	INFO	
6.6	With majority opting to give Ang Pow, it was decided by JMB to give Ang Pow to the children at the gathering. Total of 188 Ang Pow will be given out.	INFO	
6.7	Poon asked about the units that were rented out short term	INFO	
6.8	Peter asked about Airbnb		
6.9	Haran told JMB that according to KF lawyers, it is not illegal to rent out units on short term basis, as law on rental stipulates unit can be rented 1 day to 3 years.	INFO	
6.10	Haran said we can make it difficult for the short term tenants, by getting them to register before entering the 9BU condominium		
6.11	Insurance – In regards to the Insurance premium charges, Haran said he had written to COB on the matter and COB has clarified that though the SMA says that premium must be included in the charges, COB does not mind that premium is billed separately, so long as the payment made and received, is within the maintenance fund.	INFO	
6.12	Poon then asked Haran to make copies of the reply from COB and put it on the notice board.	PMO	15/2/16
6.13	Charge man – Poon asked about the charge man services currently used in 9BU, Andrew said it is against rules.	INFO	
6.14	Haran said that ST allows so long as the Charge man is registered with ST under 9BU.		
7.0	Sewerage charges		
7.1	Poon asked Mohan about the sewerage charges billed by BUCC	INFO	
7.2	Peter said that since JMB is doing the collection for BUCC, JMB should charge a service fee to BUCC.	INFO	
7.3	Haran said that it would be better for BUCC to bill the owners on their own, as it would not burden the JMB with the collection.	INFO	
7.4	Sewerage charges will add on to the debtors and burden the JMB	INFO	
7.5	Mohan said that he will highlight the matter to BUCC	BUCC	Next meeting

7.6	Peter asked Mohan about cleaning the area outside the guardhouse	INFO	
7.7	Currently 9BU landscapers are sweeping the leaves outside the compound, where do we draw the line.	INFO	
7.8	Under whose jurisdiction is the area under, 9BU, The Club or BUCC.	INFO	
7.9	Mohan replied saying that he is not sure and that he will check with BUCC	BUCC	Next Meeting
8.0	Lift Contract		
8.1	Andrew said the new contract should be signed by the incoming JMB	INFO	
8.2	Ng explained to Andrew what was discussed with KONE	INFO	
8.3	Andrew said that now that he knows that current contract is with BU1 management, Andrew proposed to Mohan to novate the existing contract to JMB	INFO	
9.0	Security		
9.1	Peter informed JMB that starting January, deduction will be made against security for absenteeism.	INFO	
9.2	Previously this was not done as it was difficult to monitor	INFO	
9.3	Peter highlighted to JMB that it was recently brought to light, that the guards do not have proper documentation and proposed to change security.	INFO	
9.4	Andrew enquired as to when the contract ended.	INFO	
9.5	Fadzil replied the contract ends in April 2016.	INFO	
9.6	Andrew suggested to review the terms in the contract before terminating.	INFO	
9.7	Peter asked Andrew to show the contract to the lawyers since the all legal matters come under the purview of the legal committee, Andrew said that the lawyers were busy and did not have time to go through the contract.	INFO	
9.8	Peter proposed to the JMB to vote on changing the security	INFO	
9.9	JMB was unanimous in their decision to change security.	INFO	
9.10	Peter asked that the contract be reviewed and to be clear on the termination clause in the said contract.	INFO	
9.11	Peter proposed Sierra Force as the new Security company.	INFO	
9.12	JMB unanimously agreed to employ Sierra Force, Peter then asked Fadzil to call Sierra Force for interview.	PMO	29/1/16
9.13	Peter asked if KF's lawyers can vet through the contract.	INFO	
9.14	Peter then proposed to dissolve the legal committee as there was no positive contribution from the committee.	INFO	
9.15	Peter then proposed to vote in favour of keeping the legal committee or to dissolve.	INFO	
9.16	A vote was taken and the result as below 6 in favour of dissolving 3 against dissolving 1 Abstained	INFO	
9.17	JMB decided to dissolve the legal committee as it is the majorities' decision.	INFO	
10	Facilities		
10.1	Poon asked Fadzil on the progress on the tiling works, Fadzil replied saying that the tiling works will be completed by next week.	INFO	

10.2	Ng asked Fadzil as to how many quotes were received for the barrier gates	INFO	
10.3	Fadzil said 3 quotes were obtained and PMO will study the quotes first before making any proposal to the JMB.	PMO	18/2/16
10.4	Peter then reminded Fadzil to make sure there was proper warranty on the products.	INFO	
10.5	Peter asked Fadzil to call the sales gallery and follow up with a letter in regards to bringing down the banner hanging outside 9BU.	Fadzil	29/1/16
10.6	Strata Title – Poon asked if letter enquiring about the status of the strata title.	INFO	
10.7	Haran said that the letter was sent to the developer, still waiting for their reply.	INFO	
10.8	KONE Elevators – Ng said that in the meeting with KONE they had said that they will give a full report on the lifts.	INFO	
10.9	Peter said that KONE had checked the lifts and found that the reason as to why the lifts were slow, was because they found the reason was because people hold the lift doors open.	INFO	
10.10	The lifts are not equipped with the proper sensor, unlike smart lifts when a door is kept open, another lift will respond.	INFO	
10.11	Poon said to make sure padding is used in the lift and to ensure the cleaners spray the lifts with deodoriser when they finish clearing the refuse.	INFO	
10.12	Ng added that the contractors using the lifts to transport materials, must also clean the lifts after using.	INFO	
11.0	Fire Insurance		
11.1	Haran reported that COB has confirmed that there is no issue to charge the fire insurance separately from maintenance fee.	INFO	
12.0	Use of contractor as chargeman		
12.1	After investigation with the authority, Fadzil informed that qualified contractor can be used to service genset.	INFO	
13.0	AOB		
13.1	In order to improve communication with residents, a Comment box is placed near swimming pool for resident to drop comment. Chu Siang has the key and will check the box and report every 2 weeks.	INFO	
14.0	Meeting Adjourned		
14.1	Meeting adjourned at 10:30 pm with a word of thanks from the Chairman.	INFO	