

**PERSATUAN PENDUDUK KONDOMINIUM SRI  
PUTRAMAS KUALA LUMPUR “PPKS”  
[NO. BERDAFTAR : 0272- 06- WKL]**

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Minutes of Meeting

Series : 03/2007  
Date : 14 July 2007

Association : Mr. Tan Tong Foo  
Ms. Preeti J. Shah  
Mr. K. Ponuthorai  
Mr. Guy Pastors  
Datim Maimon  
Mr. Francis C’hng  
Mr. Chong

Management : Mr. Jack Leong  
Captain Shahar

No.	Agenda & Description	Action
1	<b>Follow Up</b>	
1.1	<p>Meeting was called to order at 11.05 a.m. by Mr. Jack Leong who welcomed everyone to the 3<sup>rd</sup> joint meeting between the Residents Association and the management.</p> <p><b>a. Proposed 2<sup>nd</sup> exit</b></p> <p>Mr. Jack inquired on the feedback obtained from members on the proposed 2<sup>nd</sup> exit. Mr. Tan informed that 98% of the members that responded said that they were not agreeable to the proposed exit mainly for 3 reasons :-</p> <ol style="list-style-type: none"> <li>1. The problem was external and the 2<sup>nd</sup> exit would not solve the congestion at the u-turn;</li> <li>2. The noise caused to residents of blocks A &amp; B;</li> <li>3. The security issue arising from having an additional exit.</li> </ol> <p>Mr. Jack agreed that in such case the management will KIV the proposal and look into ways of widening the main entrance.</p> <p>The developer, management office and Residents Association have agreed to write to the relevant authorities to highlight the problems faced and seek some solution thereto.</p>	<p>Mr. Jack to revert</p> <p>Mr. Jack to revert with particulars of relevant body.</p>

	<p><b>b. Car Park Solutions</b></p> <p>The sub-committee appointed at the lat meeting have met and come up with some proposals to resolve this problem. Proposal includes to have number plates of the car hanging from the pillars of the designated car park and reallocation of visitor car parks. Nothing definite has been agreed upon yet and the sub-committee will continue to meet and report their progress at subsequent meeting.</p> <p><b>c. Fire Safety Readiness</b></p> <p>Mr. Jack informed that a briefing on fire drill was given to the gurkhas, team leaders, supervisors and in-house guards on 6/7/2007. They were shown how to use the fire extinguisher and shown the location of all the fire fighting equipment.</p> <p>Mr. Jack has assured that such drills will be conducted once every 6 months. The management has also decided to appoint a qualified fire contractor to check the whole fire fighting system on a quarterly basis.</p> <p>Ms. Sheireena’s written report indicated that there were still some floors where the fire extinguisher was missing.</p> <p>On the issue of the missing door closers, the management has agreed to replace them within a period of 1 month. The cost will be borne by the management. The RA has recorded its objection to the residents funds being used to replace the door closers since the same were stolen by the contractor’s workers during the defect rectification period.</p> <p>Captain Shahar has informed that he will instruct all the gurkha guards to ensure that the fire hazard doors on all the floors are closed at all times and that the fire extinguishers are also in place.</p> <p><b>d. Defect Liability for window leakage / fungus</b></p> <p>The Developer will continue to attend to the complaints provided they were made earlier and remedial work was carried out by the 3<sup>rd</sup> party specialist contractors.</p> <p>A copy of the Architect’s Certificate of Making Good of Defects was also given to the RA.</p>	<p>Sub-Committee to update.</p> <p>Mr. Jack to follow up.</p> <p>Mr. Jack to follow up.</p> <p>Cap. Shahar to follow up</p>
<b>2.</b>	<b>Organisational Chart</b>	
2.1.	Mr. Jack has agreed to prepare and put up an organizational chart of all the management staff on the notice boards.	Mr. Jack to follow up.

3.	<b>Cleaning Services &amp; Schedule</b>	
3.1	<p>Mr. Jack informed that there were 18 cleaners &amp; 1 supervisor for the entire condominium.</p> <p>Ms. Preeti informed that the RA has received numerous complaints on the cleaners, including :-</p> <ol style="list-style-type: none"> <li>1. that the corridors are not properly swept;</li> <li>2. cobwebs are not removed;</li> <li>3. refuse chamber doors are kept open using either the fire extinguisher or the dustbin;</li> <li>4. the fire hazard doors were also kept open all the time;</li> <li>5. the timing for mopping the ground floor lift lobby should be changed from during peak hours when the residents are leaving for work to after the residents have left for their offices;</li> <li>6. cleaners seen sweeping rubbish into the swimming pool; and</li> <li>7. cleaners working for residents during their working hours with the management.</li> </ol> <p>Mr. Tan informed that there should also be someone from the management supervising the cleaners.</p>	Mr. Jack to look into this.
4.	<b>Refuse solution for Ground floor</b>	
4.1	<p>The management acknowledges that the lack of a refuse chamber on the ground floor has led the residents of the ground floor to throw their rubbish in the lift lobby. Mr. Jack proposes that the ground floor residents themselves be asked to a solution agreeable to them.</p> <p>The RA will e-mail to members for suggestions on possible solutions and the Management will approach the residents directly for their views.</p>	Both parties to follow up on the next meeting.
5.	<b>Tuition Classes on Sundays.</b>	
5.1	<p>The RA has received complaints on outsiders who come to the Sunday tuition classes en family and use our facilities and litter all over our common property. Mr. Tan informed that outsiders should not be allowed to enter the condominium and use our facilities.</p> <p>Mr. Jack informed that the management had already given a notice to the proprietor to cease all tuition classes after July.</p>	
7.	<b>Adjourn</b>	
7.1	There being no further issues the meeting adjourned at 1.00 p.m.	

Approved by,

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Preeti Shah  
Secretary

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Jack Leong  
Building Manager