

LANDLORDS' ASSOCIATION (S.A.) INC.
MINUTES OF COMMITTEE MEETING
Held 3rd of April 2017 at 33 Pirie St Adelaide SA 5000

Meeting commenced at 18:39.

Present

Rodney Webb	Membership Officer
Patricia Webb	Treasurer
Amanda Gargula	Committee Member
Antonia Zotti	Newsletter Editor
Stan Heresztyn	Committee Member

Apologies

Stella Salagaras – away until May 2017
Theo Balomenos – proxy to Antonia
Peter Allen – proxy to Antonia
John Wyk – proxy to Rodney
Margaret Kohlhagen

A Quorum was declared.

Chairperson/Minute Taker

Antonia Zotti

Minutes From Previous Meeting

It was resolved that the minutes of the committee meeting held on the 6th of March 2017 be accepted as a true and accurate record.

Moved: Patricia Webb

Seconded: Rodney Webb

At the commencement of the meeting Antonia tabled the committee duty statements and nominated Amanda Gargula for the position of Secretary. After the secretarial duties were discussed, Amanda accepted the position.

Business Arising From Previous Meeting

- **USB.** Rodney has updated the second USB which is kept off premises and it has been given to Amanda.
- **Water invoices.** Rodney to follow up a 2013 email from ESCOSA re: an inquiry with the possibility of tenants being billed for water instead of landlords. Pending.
- Rodney has updated the committee members contact list and it has been forwarded to committee members.
- **New membership list column.** Antonia requested that a new column be added to the membership list recording only the first names of members i.e. the preferred name, no second Christian names, no initials and no names in brackets etc. Rodney has completed the task.
- **Invitation to meet with Sunshine Carumba.** John accepted the invitation but Sunshine Carumba did not respond. John to follow up. Pending
- **lasa.info@landlords.org.au enquires.** John to follow up a query regarding a SACAT order. Pending. Antonia suggested that non-members who contact the association with a query be invited to the next general meeting. After attending a meeting, they may then be interested in joining the association.
- **Clandestine labs.** Email from Express Building and Pest Inspections (different franchise to the one that was advertising with LASA) and the flowchart from the South Australian Public Health Act 2011

guidelines were discussed. Amanda suggested we invite Express Building and Pest Inspections at the next general meeting.

- **Newsletter**

2017/2018 membership renewal invoices. Patti has printed the invoices. Antonia to send Patti email merge instructions for the invoices that need to be emailed.

Guest speaker. Ms Lisa Richmond has accepted our invitation for guest speaker at the May general meeting.

Envelopes required by 10/4.

- Graham offered to discuss with his property manager if the membership pamphlet could be distributed as an attachment to rent roll clients to help boost LASA's membership. Antonia to send Graham the quantity and cost of the last pamphlet printed.
- Graham suggested that the membership pamphlet and the online membership form be redesigned to include 'How did you find out about the Landlords' Association' and multiple choice answers. Antonia has emailed a list of multiple choices for the online membership form to Craig. Craig will make the changes in the next week.
- **Website home page.** Graham also suggested that when a non-member is searching the LASA website, there needs to be an article of interest posted on the website to entice the person. When the article is clicked, there will be a prompt for a name and email address. LASA can use the name and email address to contact the person and invite them to become a member. Amanda suggested that providing a name and email address may dissuade some people. Antonia suggested that only the current newsletter be posted on the public News page. It was agreed that only an article of interest be posted with a bubble inviting the reader to provide a name and email address if there was any further interest. Antonia to follow up with Craig.

Correspondence In

- 2nd email from Express Building and Pest Inspections
- SACAT case from Ms Barbara Johns
- Invoice and receipt from iiNet
- Updates from Shelter SA
- Email from PKF Kennedy re: newsletter colour advertising
- Invitation to Residential Bonds Online guest speaker acceptance

Correspondence Out

- Centrelink documents to Ian Matthew re: volunteer work
- The Australian Rental Market Report to Graham Dix
- Email to PKF Kennedy re: newsletter colour advertising
- Invitation to Residential Bonds Online

Reports/New Business

- Dini Soulio has been appointed the Commissioner for Consumer Affairs again.
- The records reflect that LASA has 221 memberships. However Antonia suggested that many of these memberships are double and a few triple. Therefore we have more members than what we think.
- **LASA business cards.** At the Housing Improvement information session the LASA attendees had no cards to exchange with the other attendees. Antonia to discuss with Mark (the printer) the cost of having generic cards printed i.e. no committee names printed on the cards to prevent waste when there is a change of committee.
- **Research Interview request.** John to follow up.
- **Battersby v Thapa case from Ms Barbara Johns.** What happens if the bond has already been released and a review reverses the original decision? The landlord would have to apply to the Magistrates Court as SACAT has no power to enforce a payment. It is important that SACAT get it right in the first instance.
- **Advertising costs for colour.** The committee decided to absorb the \$30.00 once off colour setup fee for pages one and sixteen. PKF Kennedy will pay only \$46.00 for two issues of the advert in colour. LASA will pay \$92.00 as there is more colour on the front page.

- **Number of attendees at general meetings.** The sign in sheets are to be kept in a folder in the filing cabinet.
- Craig's (LASA's IT person) request to borrow the microphone equipment in July was approved by the committee.

Financial Report

It was resolved that the financial report for March 2017 be accepted as a true and accurate record.

Moved: Antonia Zotti

Seconded: Amanda Gargula

Antonia submitted a reimbursement form for \$200.00 for the May newsletter stamps. Rodney submitted a reimbursement form for \$300.50 which includes \$284.00 for the PO Box.

Meeting closed at 20:21.

Signed as a true and correct record. President.....Date.....

Secretary.....Date.....