

LANDLORDS' ASSOCIATION (S.A.) INC.
MINUTES OF COMMITTEE MEETING
Held 6th of February 2017 at 33 Pirie St Adelaide SA 5000

Meeting commenced at 18:40.

Present

Rodney Webb	Membership Officer
Patricia Webb	Treasurer
Margaret Kohlhagen	President
Antonia Zotti	Newsletter Editor
Amanda Gargula	Committee Member
Theo Balomenos	Assistant Secretary
Peter Allen	Committee Member

Apologies

John Wyk – proxy to Margaret Kohlhagen
Stella Salagaras – away until May 2017

A Quorum was declared.

Chairperson

Antonia Zotti

Minute Taker

Antonia Zotti

Minutes From Previous Meeting

It was resolved that the minutes of the committee meeting held on the 31st of October 2016 be accepted as a true and accurate record.

Moved: Patricia Webb

Seconded: Rodney Webb

Business Arising From Previous Meeting

- **Bank fees.** Patti to follow up on the \$3.55 per month account keeping fee (LASA's account has always been free of fees). Pending.
- **USB.** Rodney to update returned USB from Jack and give to Theo.
- **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.
- **Non-financial members.** All non-financial members have been removed from the LASA website.
- Committee members contact list has been updated. Rodney to forward to committee members.
- **Rentals on the LASA website.** It was suggested that the website be upgraded so that LASA rentals appear when a prospective tenant is searching via Google etc. Antonia to contact Craig. Response from Craig; "Normally you would pay for SEO (Search Engine Optimisation) to get your website higher in the results. However your website is not really setup for this. I think the only thing that could be done is to show the rentals page link higher in the list. Also the rentals page on your website is only basic as only so much was invested in the website rewrite back in 2005. I think if you were going to redirect people to this page we would need to alter the rentals page to remove the "search" and just show all the valid properties for rent."
- **Newsletter advertising.** Email sent to Ruth Daniell (former member) declining her request to advertise in the newsletter under the real estate category. The request was declined as there are already two real estate agencies advertising.

Correspondence In

- Information from Consumer and Business Services.
- SACAT – general business.
- Letter of resignation from Gordon Goulding.
- Request for feedback on HIA orders from Minister Zoe Bettison.

Correspondence Out

- Sympathy card to Gordon Goulding.
- Consumer and Business Services web links to members via MailChimp.

Reports/New Business

Financial Report

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

Moved: Patricia Webb

Seconded: Margaret Kohlhagen

Patricia to forward financial reports for November and December to committee. Antonia submitted a reimbursement form for \$200.00 for February newsletter stamps. Rodney submitted a reimbursement form for \$318.70 for various expenses.

- Copies of the 2016/2017 insurance renewal schedules have been filed in the filing cabinet.
- Photocopier instructions for changing print cartridges and general photocopying have been printed and placed on the table next to the photocopier.
- Ping Li has moved to New South Wales.
- **Members with no email address.** A request notice was sent out with the newsletter. There have been no replies so far. Amanda to follow up with members who do not have an email address recorded. Rodney to forward the list to Amanda.
- **New membership list column.** Antonia requested that a new column be added to the membership list recording only the first names of members ie the preferred name, no second Christian names, no initials and no names in brackets etc.
- Member Branko Soda enquired about placing an advert in the newsletter to purchase a block of units. There was no response to an invitation to advertise.
- **Missing tenants.** The missing tenants list in the newsletter is not being updated on a regular basis. Patti to take over the responsibility for the missing tenants list.
A statement was received from Consumer and Business Services advising that TICA has removed outdated South Australian tenant entries. In accordance with the Residential Tenancies Act 1995, database operators are not allowed to keep personal information relating to a specific individual for more than three years.
- Query from member Rachel Bageas re: incorrectly recorded apologies for August AGM. Antonia to respond.
- Email from Jack Eskenazi regarding the conduct of general meetings. Mario Leuci suggested that all committee members sit at the front of the room. The committee was in agreeance with Mario's suggestion and meetings will be conducted in accordance with set standing orders.
- **SACAT online applications.** Rodney and Antonia attended a SACAT presentation regarding changes to online applications. The changes will make the process more user-friendly. There will be more drop-down menus and explanation bubbles. The changes are expected to be implemented in March.
- Margaret is meeting with Housing SA re: bond refunds.

Meeting closed at 20:30.

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

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