

**LANDLORDS' ASSOCIATION (S.A.) INC.**  
**MINUTES OF JULY COMMITTEE MEETING**  
**Held 4<sup>th</sup> of July 2016 at 33 Pirie St Adelaide SA 5000**

Meeting opened at 6:45pm.

**Present**

Rodney Webb	Membership Officer
Patti Webb	Treasurer
Stan Heresztyn	Committee Member
Antonia Zotti	Newsletter Editor
Theo Balomenos (from 7:30pm)	Assistant Secretary
Jack Eskenazi (proxy to Theo Balomenos)	Secretary

**Apologies**

Peter Allen, Margaret Kohlhagen

**Chairperson and Minute Taker**

Antonia Zotti

**Minutes of the previous meeting**

Minutes of the June committee meeting were not available.

**General business from June meeting**

- The LASA phone was taken by John.
- **Advertising in the newsletter.** It was agreed that if a new advertiser wishes to advertise in the same category of an existing advertiser, the existing advertiser be contacted and if there is no objection to the new advertiser, LASA will accept the advert.
- **Assisting non-members** (via LASA phone or email via lasa.info). It was agreed that it be a personal choice to give free advice or not. Free advice should be limited and the person encouraged in becoming a member.
- **AGM guest speaker.** Rodney to contact Roger Vincent.

**New Business**

- **AGM guest speaker.** Roger Vincent has accepted to be guest speaker. Mr Vincent has requested suggestions for topics to be presented. Rodney to forward topics discussed by committee. Information to be sent to Antonia for newsletter.
- **Compulsory conferences.** Stan commented that he had recently attended a conference and the tenant did not have to attend. The tenant participated via phone. The tenant also does not have to give any details about themselves or anything else. It was noted that in the advice section of the conference letter, the tenant may seek advice from TIAS (Tenants' Information and Advisory Service) and the landlord from the Tenancies Branch. Stan found the Tenancies Branch very helpful.
- Antonia to contact Jack regarding the Fullarton Park Community Centre key. If Jack is not attending the AGM, Antonia will collect the key from the centre.
- It was noted that mid-July non-financial members will receive a reminder notice for unpaid membership fees.
- **Insurance policy.** Jack has advised that all future policy renewals will be forwarded to lasa.info.
- **Lasa.info queries.** It was agreed that whoever has the LASA phone, also respond to the email queries. All phone and email queries are to be recorded in the phone folder. When Stan has the phone, another committee member will be nominated to respond to the email queries. If a committee member does not know the answer to a query other committee members are there to help. At the moment there is the presumption that someone is responding to the email queries. It was pointed out that the LASA phone should be used to ring members etc. The phone plan allows for \$400.00 worth of calls per month.

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- Rodney to update GPO details as per request from Australia Post.
- Antonia to respond to Adelaide City Council database update request.
- Rodney to follow up with former member Maria Kozlowski re: membership application form.
- **Office PC.** Antonia met with Craig (LASA's IT person) on 28/6/2016. The following problems were corrected;
  - a) The Windows updates have been disenabled. The updates were using up all of the data allocation.
  - b) Email to the Inbox was fixed. Email was being sent to lasauser. Only [lasa.info@landlords.org.au](mailto:lasa.info@landlords.org.au) should be used. [office@landlords.org.au](mailto:office@landlords.org.au) should be used if email is to be forwarded to the office PC.
  - c) The AVAST free virus checker was renewed for another 365 days.

Craig suggested that he can install a program that will enable him to log into the office PC from a remote site. The PC must be switched on for Craig to log in. Patti asked if the PC has a timer function. Rodney commented that when Craig logs in, someone may have to be at the PC to click on 'allow'. Antonia to email Craig.

Craig also suggested that the committee use their [name@landlords.org.au](mailto:name@landlords.org.au) for emailing each other and the email would be redirected to their personal email address. It was decided that this would not solve the problem when committee members changed their personal email address. Craig would still have to change the personal email address.

- **CentrePay.** In the past the landlord had to register with Centrelink and give the number to the tenant. Rodney's tenant has requested payment by CentrePay and Rodney will advise the committee what is required. Good article for next newsletter.
- Enquiry from a member regarding his tenant and tenant's electrician friend suggesting the meter box is upgraded. Rodney has responded. Article for next newsletter.
- **Air conditioner filters.** Can we trust the tenant not to damage the filter, the air conditioner unit etc. Rodney commented that these days it is very difficult to get spare parts for a unit more than 10 years old.
- **Right of Entry.** Antonia asked for clarification re: right of entry regarding garden maintenance.
- **Newsletter advertisers.** Patti has contacted advertisers with overdue invoices. All Out Trees have cancelled their advert. About Town Locksmith wishes to continue advertising but can only pay by cash. It was suggested that he pay his invoice at Margaret's office if that is OK with Margaret. We have two new advertisers; [cooper@realty](mailto:cooper@realty) and S.A. Electrical & Gas Centre.
- **Digital solar service.** In June Theo tabled an Advertiser article on a digital solar service. Rodney questioned the economics of the article. Theo will check the figures and Rodney will write an article for the next newsletter.
- **November guest speaker.** Theo has suggested a lender from Adelaide Property Group. The presentation will be about the real estate market, property development etc.

**Financial report**

The emailed financial report was accepted as a true and correct record. UNANIMOUS. Margaret has paid twice for smoke alarms and needs to be credited. It was noted that the office rent has increased by 3% per annum and cleaning has increased by \$2.00 a month.

Meeting closed at 8:00pm.

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

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