

**LANDLORDS' ASSOCIATION (S.A.) INC.**  
**MINUTES OF COMMITTEE MEETING**  
**Held 1<sup>st</sup> of May 2017 at 33 Pirie St Adelaide SA 5000**

Meeting commenced at 18:36.

**Present**

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

**Apologies**

Stella Salagaras  
John Wyk – proxy to Margaret Kohlhagen  
Amanda Gargula

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 3<sup>rd</sup> of April 2017 be accepted as amended as a true and accurate record.

Moved: Rodney Webb

Seconded: Patricia Webb

**Amendment.** USB – Rodney has updated the second USB which is kept off premises and will be given to Amanda.

**Business Arising From Previous Meeting**

- **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.
- **Invitation to meet with Sunshine Carumba.** John accepted the invitation but Sunshine Carumba did not respond. John is waiting for Sunshine Carumba to contact him. Pending
- **lasa.info@landlords.org.au enquires.** John to follow up a query regarding a SACAT order. Damages of \$20,000.00 were dismissed by SACAT. Margaret suggested that the landlord appeal. Pending.
- **Clandestine labs.** Email from Express Building and Pest Inspections (different franchise to the one that was advertising with LASA) was discussed. Margaret suggested we invite Express Building and Pest Inspections to the next committee meeting.
- Antonia sent Graham the quantity and cost of the last pamphlet printed. Graham responded that the pricing of the last print was reasonable.
- ‘How did you find out about the Landlords’ Association’ and multiple choice answers for the online membership form were emailed to Craig. Craig has made the necessary changes. However, preference for receiving the newsletter has been omitted. Antonia to email Craig.
- **LASA website.** 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. Craig’s response – *With the pop-up idea would this be counterproductive. I am sure users would be annoyed by a pop up when trying to read information provided on your website. Regarding*

*your question though the website does not have that functionality. I would have to write this functionality to then email the information to a particular email address. As an aside I have been thinking about the fact that it is probably about time for the association to consider looking at upgrading the website to something more up to date and modern. I did a quick search for templates and delivered member functionality and came across this software <https://membershipworks.com/>. This also provides a great way to maintain memberships.*

John has looked at the website and questions the cost. It was agreed that unless LASA increases its membership, the cost of upgrading the website is not worthwhile. However, the website suggested by Craig should be investigated further.

- **LASA business cards.** Mark has provided two samples and printing quotes. The committee selected a business card with a red letterhead in a matt finish. Margaret suggested we also obtain a quote from Vistaprint.
- **Research Interview request.** John has emailed Barbara Binns offering to be interviewed. Waiting for a response.

### **Correspondence In**

- Emails from Property Owners' Association of NSW Inc.
- Invoice and receipt from iiNet
- Updates from Shelter SA
- Craig Rayson – IT for LASA re: Online Membership form amendments
- Peter Vawser has developed an online system for managing rental properties. Margaret suggested that we invite Peter to a committee meeting.
- Email from Bruce McBryde re: reactivating POAA. Margaret has responded.
- HIA Information Session presentation. Antonia commented that the minutes of the presentation would have been more useful as some of the attendees asked some very good questions.
- Quarterly invoice for hire of the Parkview Room
- LASA business card samples and quotes from Mark (LASA's printer)
- Office rent invoice from Epworth Building
- Email from Jack Eskenazi referring to an article in the Advertiser

### **Correspondence Out**

- Email to member Graham Dix re: printing cost of last LASA brochure
- Craig Rayson – Online Membership form amendments
- SACOSS Tax Survey to Jack Eskenazi
- Email to Lisa Richmond advising of the number of attendees at general meetings

### **Reports/New Business**

- **Advertising invoices.** There are outstanding payments from Terri Scheer Insurance, About Town Locksmith, Executive Pest Control, MK Fencing and Kennedy & Co. Patricia to follow up. S.A. Electrical & Gas Centre and cooper@reality need to be invoiced before the August newsletter.
- Antonia suggested a thank you letter be forwarded to members who resign thanking them for their support. Also to ask them to pass on LASA's details to friends, family etc. Theo will create a template.
- The number of new memberships was discussed.
- **Landlords' Kit.** Updating of the Form 2 example (back page) and kit contents sheet need to be finalised for the kit and the website. Pending.
- **Margaret's report** – Margaret met with Damian Allison from Consumer and Business Services. Some of the items discussed were:
  - Licencing of property managers – the licence fee will be \$180.00. Margaret was concerned about the level of training. Also any previous experience would not be recognised if a property manager applied to start their own business. CBS will conduct further meetings.
  - Changes to Form 2 to be finalised in the near future.
  - HIA – Margaret raised the issue of a HIA inspector not accepting a Certificate of Compliance.
  - Rent is negotiable if a tenant wishes to keep a pet.

Margaret was interviewed by ABC Radio. However, only two hours' notice was given. Julie MacDonald, spokeswoman for the Housing Trust Tenants Association was interviewed at the same time. One of the topics discussed was more assistance for low-income renters. The interview went well according to some property managers and tenants who were listening.

**Financial Report**

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

Moved: Margaret Kohlhagen

Seconded: Theo Balomenos

Rodney submitted a reimbursement form for \$99.50 for two printer cartridges and \$62.50 for extra postage for 25 newsletters. According to Australia Post the newsletters were too thick and therefore charged another \$1.00 plus a \$1.50 administration fee per newsletter. Approximately 200 newsletters were posted.

Margaret suggested the newsletter be reduced from 16 pages to 12 pages.

Meeting closed at 20:00.

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

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