

The Management Corporation Strata Title Plan No. 608  
Minutes of the 1<sup>st</sup> Council Meeting of the 41<sup>st</sup> Management Council

Date : 27 June 2025

Time : 3.00 p.m.

Venue : Management Office  
#B1-05A High Street Centre, S179094

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Present	Mr. Deepak Gurnani Mr. Johnny Ong Mr. Andy Kirpalani Mr. Harry Gurnani Mr. Tarun Gupta Mr. Ramchandra Hegde Mr. Eddie Lee	Chairman Vice Chairman Treasurer Secretary Council Member Council Member Council Member
Absent with apologies	Mr. Linus Lim Mr. Shawn Yang	Council Member Council Member
In Attendance	Mr. CK Khoo Mr. Alan Tan Ms. Leelavathy	As Managing Agent Management Staff Management Staff

There being a quorum, the meeting was called to order at 3.05 p.m.

Mr. Deepak opened the meeting with a warm welcome to all returning members and Mr. Eddie Lee, a new addition.

**ACTION BY**

**1.0 41<sup>ST</sup> MANAGEMENT COUNCIL**

**1.1 TO ELECT THE OFFICE BEARERS OF THE 41<sup>ST</sup> MANAGEMENT COUNCIL**

All present unanimously agreed to the election of Office bearers as follows:

Mr. Deepak Gurnani	Chairman
Mr. Johnny Ong	Vice-Chairman
Mr. Andy Kirpalani	Secretary
Mr. Harry Gurnani	Treasurer

## **1.2 TO APPOINT THE AUTHORIZED SIGNATORIES**

The meeting decided that all the 4 office bearers elected shall be the authorized signatories.

## **1.3 DECLARATION OF INTEREST**

The meeting referred to the list of MCST's term contractors attached. All members present declared no interest in any of the companies listed as of 27<sup>th</sup> June 2025. MA was to check with the rest of the members who were not present at the meeting.

## **1.4 FINANCIAL PROTOCOL AND ARREARS RECOVERY PROCEDURE**

MA referred the meeting to the attached arrears recovery procedure determined by the last (40<sup>th</sup>) Management Council. The meeting agreed to adopt the same procedures as follows:

On arrears in maintenance contributions:

- 1) To send a demand letter after 3 months in arrears.
- 2) To send a legal letter after 6 months in arrears.
- 3) To lodge charge after 12 months in arrears.
- 4) If the arrears remain unpaid for 24 months, to issue Final Letter giving the SP 60 days to pay, failing which MCST shall reserve the right to initiate the recovery process via auction of SP's unit, with the final decision at the discretion of the Management Council.

On tenancy arrears:

MA was tasked to chase for payment for arrears exceeding the rental deposit and to proceed with eviction notice otherwise.

## **2.0 AGM MATTERS**

### **2.1 TO ADOPT THE DRAFT MINUTES OF THE 41<sup>ST</sup> AGM**

Apart from minor editions, the draft minutes were adopted for presentation at the next AGM.

Following feedback from the AGM:

- 1) Request for payments to MCST via AXS  
The meeting was discussed and agreed for MA to proceed with the application.
- 2) To improve additional modes of communication between MCST and SPs  
The meeting was discussed and decided as follows:

- a) Mode for official notices (AGM/EOGM etc.) via COP as per the provisions of the BMSMA shall be strictly adhered to.
- b) To create a community under WhatsApp to share information, reminders of events etc.

MA was to check and implement accordingly.

## **2.2 APPOINTMENT OF MANAGING AGENT**

CK requested a repeat renewal of the last contract: a new 2-year term with a \$500 increment in MA fees to \$6,000 a month.

**Info**

The council was concerned that committing to a 2-year deal would tie down the next management council. CK assured that a 2-way termination clause in their standard contract is always included.

After review and discussions, the meeting was decided as follows:

To renew the contract for a fresh 2-year term based on the same terms and conditions, the fees are as follows:

\$5,800 for the first year  
\$6,000 for the second year.

CK thanked the Council for their continued confidence and support.

## **2.3 APPOINTMENT OF AUDITOR**

MA informed the meeting that they had invited the current auditor M/s DRC Growell, M/s Tan, Chan & Partners, and M/s Christopher Chan & Associates to provide their rates for consideration.

**MA**

Alas, only DRC Growell had reverted with a proposal at \$3,000, as compared to \$2,610 charged over the last 3 years.

The Chairman was mindful that it is good practice to change the auditor every 5 years and with DRC already in the fifth-year tenure, a change was imminent.

Considering the above, and the fact that MCST had negotiated for no increment over the last 3 years despite their repeated requests, the meeting was agreeable to counter offer a 10% increase in their fees but would otherwise agree to \$3,000 proposed. MA was to negotiate and proceed.

## **3.0 TO CONFIRM THE MINUTES OF THE 11<sup>TH</sup> COUNCIL MEETING OF THE 40<sup>TH</sup> MANAGEMENT COUNCIL**

There being no comments, the minutes were confirmed as proposed by Mr. Johnny and seconded by Mr. Harry.

**Info**

#### 4.0 MATTERS ARISING

##### 4.1 TO REVIEW AND DISCUSS DRAFT ENERGY PERFORMANCE CONTRACT

Referring to the attached report, MA updated as follows:

Info

	Apr-24	May-25
Guaranteed saving (kWh)	205,589	212,471
Surplus over guaranteed savings	\$18,447	\$20,649
Accumulated surplus	\$1,014,824	\$1,035,473

##### 4.2 NEW BCA MANDATORY PERIODIC FAÇADE INSPECTION (PFI)

MA updated that things seemed to have stalled with BCA. MA is arranging to meet up with BCA to seek clarity on the issue. An appointment was scheduled for the following week. MA would keep members posted on the outcome.

MA

##### 4.3 PROPOSED PUB/BISTROS

MA updated that there have been no irregularities reported. MA would continue to monitor and conduct random spot checks and keep the meeting posted.

MA

##### 4.4 CERTIFICATE OF COMPLETION (CSC) FOR THE RECLADDING WORKS.

The last meeting decided for MA to put up an open tender in the local papers to be prudent and try to get a better quote for review and report on the existing Lightning Protection System.

MA

Accordingly, an advert was placed in the Straits Times on 26<sup>th</sup> May 2025. Regretfully, there has been no response to the advert to date.

As far as MA understands, to meet BCA requirements, MCST would have to:

- 1) Submit as-built drawings of the LPS.
- 2) to get PE to check existing system;
- 3) to modify and comply with the latest Code of Practice.
- 4) to endorse that the system now meets all requirements and COP.
- 5) to submit a maintenance report.

Expanding on the subject, CIAP do not have the As-built drawings, nor do they know the PE who installed the original LPS. They explained that it was part of the design and built contract with YKK.

The management office managed to dig up some Contract drawings of the LPS, and the PE company which endorsed those drawings then was Tyelin & Associates Consulting Engineers, which MA checked, was no longer in business.

Referring to the previous quotations received (based on PE works alone):

#### **Vendor 1 – Syntigro Engineering**

They had initially quoted preliminary work amounting to \$12,000 but alas, the scope was very vague, leaving many areas seemingly not covered, e.g. when AT informed the vendor that we do not have as-built drawings, they added another \$8,000 to their proposal.

Alan had written to them to expand and clarify their scope of work.

#### **Vendor 2 – PIE Pte Ltd**

The PE had quoted a lump sum in the region of \$80,000 in an all-encompassing scope to meet all the BCA requirements.

When updated that MCST had found some contract drawings, they had revised their quotation to \$63,000.

All the above PE costs exclude the additional work required to alter, replace or make additions to the existing system to meet the revised and latest Code of Practice for LPS as per item 3 above.

After a lengthy discussion, the council decision was as follows:

- a) to review the revised quotation from Syntigro if any.
- b) to negotiate further with PIE Pte Ltd.
- c) for MA to work with any other PE members might recommend.

### **4.5 MANDATORY ANNUAL WATER TANK CLEANING**

MA updated that the approval was still pending. MA would keep members updated.

**MA**

### **4.6 WASTE PIPE CHOKAGE AT LEVEL 25 APARTMENT FLOOR**

As agreed via email, MA had replied to the SP to offer 50% of the damages to close the matter. The SP had reverted to ask for 75% instead.

**KIV**

The meeting discussed as follows:

- 1) 50% is a generous offer and gesture.

- 2) As MCST's insurer has confirmed, MCST is not liable for any damages.
- 3) The offer from MCST was purely out of empathy and goodwill to avert any dreaded legal suits.
- 4) In the event of any legal suit, MCST's insurer would take over the case.

With the above, the meeting decided that the 50% offer remains, and payable only upon reimbursement of official receipts submitted.

If the SP should decline, MCST would leave the matter to our insurer thereon.

MA would reply to the SP accordingly.

#### **4.7 UPDATE ON LIFT PORTS**

As updated and confirmed via email, MCST has agreed to upgrade the PORT system at a discounted price at \$225,300 (from \$310,250) comprised as follows:

**MA**

- 1) Upgrade the entire PORT system and parts.
- 2) To include replacement of all PORT Destination Indicators FOC.
- 3) Extended DLP to 2 years from completion of upgrading works.
- 4) Schindler provides 10 additional free PORTs;
- 5) All interim PORTS replacement with salvaged PORTs shall be FOC.

The orders for the new PORT system shall commence upon placement of the 50% downpayment.

At this juncture, Mr. Harry suggested that we negotiate with Schindler on the 50% downpayment. MA was to negotiate. Regardless of the outcome, MCST would proceed with 50% as per the contract signed.

#### **4.8 REPAINTING OF PODIUM AND ENTRANCES AND REPLACEMENT OF LIGHTINGS**

As updated via email, the vendor had made good all flaking paint sections. Some other areas raised by Mr. Tarun were also addressed.

**MA**

Another round of inspections for flaking paintwork has been scheduled for the following week.

As covered under the contract, the vendor would make any defects good within the 1-year Defects Liability Period, this over and above the \$3,000 retention sum still held by MCST for the satisfactory completion of flaking paint issues.

#### **4.9 ANNUAL GENERAL MEETING**

MA reported that the final charges for 35pax including food, venue and equipment amounted to \$2,285 before GST.

**Closed**

**4.10 TO DISCUSS THE GREEN MARK PLATINUM SUPER LOW ENERGY AWARD RECERTIFICATION**

As an update, that works were in progress and would keep members posted on developments.

**MA**

**4.11 TO REVISIT THE FEASIBILITY OF A LAY-BY AT THE ENTRANCE FACING HIGH STREET PLAZA**

MA updated that there have been no further updates from EFG building. MA would update members of any progress on this.

**MA**

**4.12 UPGRADING OF MAIN ACCESS ENTRANCE, SECURITY COUNTER, LIFT LOBBY AND LIGHTINGS**

MA updated that there have been no further designs submitted to date. MA would share as and when updates are available.

**MA**

**5.0 TO CONFIRM AND ADOPT THE ACCOUNTS FOR APRIL AND MAY 2025**

Referring to the attached summary, MA went through the report, highlighting bank balances, expenses and updates on FDs.

**Info**

On tenancies, #01-04A is 3 months in arrears. MA was to monitor closely and chase for payment.

There being no other queries, the financial statements for the months of April and May were adopted as proposed by Mr. Hegde and seconded by Mr. Andy.

**4.0 ANY OTHER BUSINESS**

**4.1 MA shared that there was yet another fire scare as the main electrical cables and fuses supplying Level 9 burnt.**

**MA**

As a precautionary measure, Alan approached our LEW for his advice on maintenance and/or replacement of the aged electrical fuses and cables.

There being no other business, the meeting ended at 4.10 pm.

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Deepak G Gurnani (Mr.)  
Chairman