**DECISION LOG AUGUST & SEPTEMBER 2016**

**August 2016**

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| 4.1 | Annual report for AGM approved. |
| 5.1 | Board meetings to be held every two months; to be reviewed after six months. |
| 7.1 | There will be no summer social event. |
| 7.2 | A winter social quiz will be held in January. |
| 8.1.2 | NEMC non-trading accounts approved. |
| 8.2.2 | Purchase of replacement mid range sauna with hidden heater approved. |
| 8.2.4 | Use new contractor for gate operation. |
| 8.2.7 | Leaseholder to be emailed re costs involved in processing and programming fobs. |

**September 2016**

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| 4.2 | Email to leaseholders to be drafted explaining decision to withdraw Special Resolution. |
| 4.3 | Several actions to recruit new directors and inform leaseholders about the Board were agreed. |
| 4.4 | Five year plan for gym equipment to be sent to leaseholder. |
| 4.4. | Out of office message to be changed to include alternative responses. |
| 4.4 | Include information on plastics recycling in next newsletter. |
| 6.1 | Installation of racks for five bikes in each location to proceed once leaseholder’s query has been answered. |
| 7.1 | NEMC to join Property Ombudsman scheme; this scheme to replace Option 4 in Complaints Policy. |
| 8.2.2 | Purchase of bench to be sited outside EP approved. |
| 8.2.3 | Technical Notes documents to be circulated. |
| 8.2.4 | Option 3 for air-handling unit works in leisure suite approved. |
| 8.2.5 | Retrospective permission for repairs to Kingswood clock approved. |
| 8.2.6 | Purchase of new treadmill approved. |