

Agenda

- Opening and announcements
- Previously made agreements in VVE
- Discussion maintenance needs
- Financials
- Proposals and actions
- Any other business

Presence

- Present: [REDACTED] (AW), [REDACTED] (JvD), [REDACTED] (SO), [REDACTED] (SV, chair)
- Absent: [REDACTED] (AR, declined)

Opening and announcements

- It has been over 6 years since the previous VVE meeting, hence no relevant minutes are reviewed
- JvD and AW wonder about what are the exact responsibilities of and agreements with Van Bommel Beheer. **Action SV** will ask Ron van Bommel to clarify

Previously made agreements

- SV has collected several relevant agreements worth sharing with the other members, from prior VVE meeting minutes, Whatsapp, emails and in "wijziging splitsingsakte 2013"
 - Generally, "Model reglement 1992" is applicable to our VVE, with a few additions made in "wijziging splitsingsakte 2013"
 - 2010: VVE decided to exclude paintwork of window frames from common maintenance
 - 2013: VVE shares (and voting rights) changed to 1/5 each, after renovation of 3/F and 4/F
 - 2013: Agreed that cost of maintenance and electricity of common entrance and staircase are covered exclusively by apartments I, II, III and IV
 - 2013: Added in "akte" that short-stay rentals not allowed, unless agreed by VVE
 - 2013: Added in "akte" that costs for maintenance roofing below roof terrace in case of damage due to usage to be covered by apartment IV
 - 2019: VVE decided (through emails in writing) to re-include paintwork of window frames in common maintenance. The front façade has been repaired in 2019 (paint work, drains, roof frame, dry rot, some brick work). Apartments HS and II were excluded from the paint work. Since payment was done from common VVE funds, it was agreed that SV and SO are entitled to future EUR 1050 expenses from VVE funds (the equivalent of paint work and dry rot costs for apartments I, III and IV each)

Discussion maintenance needs

- Several issues have been flagged by all present members, mostly related to the rear façade, the roof and basement
 - All woodwork (window frames, balcony storage, roof frame) are in need of a paint job and some repairs. On 4/F, water comes in through the window frame, whenever there's hard rainfall
 - The joints between the bricks are in poor condition across the whole façade. Some cracks are visible, moisture in the bricks, in some cases resulting in moisture inside the apartments (leakage). Seals around the windows may also need repairs
 - Generally the bricks look discolored and grey, in need for cleaning, in comparison to neighboring facades
 - Recently the drain on the roof got clogged, resulting in water coming through weak spots on the roof. Also, the areas on the roof around the chimneys seems in poor condition
 - The basement floor leaks in various spots after extensive rainfall, resulting in moist spots and fungus on basement fake walls.
 - Some of the metal beams supporting the balconies and roof show signs of rusting
 - Balcony floor of 3/F needs a proper paint job (likely not included in common maintenance, according "Model reglement 1992")
- SV had requested a quotation for paint job & dry rot from Uitmundend Onderhoud (who also did front façade), adding up to EUR 5341 (incl VAT), excluding scaffolding.
- The VVE lacks a MJOP (multi-year maintenance plan), which should form the basis of a reserve fund. **Proposal** to arrange an expert to assess the state of all common owned elements of the building, in order to create an MJOP and set priorities for maintenance in 2020 and beyond.

Financials

- Current accounts, after fixing the front façade are approximately EUR 5000, as confirmed by Van Bommel, which is insufficient to cover all maintenance needs.
- Monthly contributions are too low to build a reserve fund that is proportional to expected maintenance costs, so should be raised significantly in the short term (e.g. an additional 100 EUR per member per month). Even then, given low available funds in accounts, likely one-time additional deposits will have to be made in the short term (taking into account the outstanding 1050 euros for SO and SV) to cover short term maintenance.
- Moreover, monthly contributions had previously been defined based on one common water connection as well as a common staircase electricity bill for I, II, III and IV. In the meantime, II, III and IV have installed individual water meters, so the remaining “common” water bill should be assigned fully to AR. In the course of January, the 2019 annual bill will be shared by Van Bommel

Proposals and actions

- **Proposal SV** to arrange an expert to assess the state of all common owned elements of the building, in order to create an MJOP and set priorities for maintenance. Quotations requested from Eigen Huis and PerfectKeur, to be agreed via e-mail which party to commission
- **Action SV** will ask Ron van Bommel to clarify his exact responsibilities and agreements
- **Action SV** to propose new monthly contributions, taking into consideration building a proportional reserve fund over time and a fair allocation of common electricity and water costs.
- **Action SV** to propose a 2020 repair plan and one-time additional deposit based on MJOP. Once shared and discussed via email, **Action SV** to then plan a next VVE meeting to agree and vote on the proposal

Any other business

- **Action SV** to check with [REDACTED] on how 17-IV fixed (similar) leakage on rear façade, which apparently was not straightforward
- We should consider aligning timing with Lumeijstraat 11, who also plan rear façade repairs. Perhaps we can share contractor or scaffolding costs. **Action SV** to check with [REDACTED] on their specific plans and timing
- All agree to reinstall annual VVE meetings again