



Maintenance of Garage Doors

Maintenance of garage doors is often a much neglected task and the importance thereof much underestimated. Owners should do periodic visual inspection of the parts and check for correct operation and lubrication.

Faulty garage doors can cause serious injuries (including falling doors) and inconvenience and especially after the long period of wet weather it might be a good idea to inspect and possibly service automatic garage doors.

Thorough maintenance of garage doors includes inspecting all the hardware and moving parts such as cables, rollers and springs. Look for signs of wear or broken parts. It might be safer to invest in having the doors serviced and repaired by a qualified technician as the springs and related hardware are under high tension and can cause severe injury if handled improperly. The moving parts of a garage door require regular lubrication.

Lubricant must be applied to the roller and the hinge to which the roller is attached, but not too much, as it can attract dirt that eventually will gum up the works.

Apply lubricant to the hinges that hold the centre of the door panels together, and operate the door several times to distribute it evenly. Also lubricate the pair of locking latches at each side of the manual door.

Examine the tracks and make sure the sections that are bolted together are flush with each other as the bolt that holds the tracks together, may loosen. It is a good idea to oil the garage door tracks with motor oil and then simply wipe them down.

Regularly check for loose connections and worn metal. Also check for any rust or decay to be handled immediately. If the doors are made of wood, do ensure that the wood is regularly maintained.

Who's responsibility is the garage door maintenance and repairs?

Usually the treatment of wooden garage doors will be the responsibility of the body corporate, unless decided otherwise. The parts on the inside of the automated doors will be the responsibility of the owner.

Cleaning of roofs and gutters...

A substantial amount of insurance claims are as a result of burst water pipes, water ingress and rain or storm damage that causes water damage. People mostly only think about roof maintenance once a leak appears which then causes damage and results in costs to fix those damages. A small leak that occurs through even a small portion of the roof for a period of time, may cause unnecessary damage to the building structure and interior finishes.

Trustees should encourage residents / owners to regularly inspect their roofs and gutters from being blocked to prevent access water on the roof that often pushes water under the roof tiles, causing subsequent roof leaks. Gutters, down pipes and drains should be fastened and cleaned.

Roofs, gutters and down pipes form part of the common property, therefore the responsibility for fixing and maintaining it rests on the body corporate. However, maintenance is financed out of levies and owners should take co-responsibility in identifying problem areas in time and before damages occur.

Requirements for an AGM!

An Annual General Meeting can only commence when a quorum of persons or by proxy is present. A quorum at an AGM shall be:

- Bodies corporate with ten units or less: At least 50% of the votes in number and value in person or by proxy;
- Bodies corporate with less than 50 units but more than 10 units: At least 35% of the votes in number and value in person or by proxy;
- Bodies corporate with more than 50 units: At least 20% of the votes in number and value in person or by proxy.

What happens if there is no quorum?

If within half an hour from the time appointed for a general meeting a quorum is not present, the meeting shall stand adjourned to the same day in the next week at the same place and time. If at the adjourned meeting a quorum is not present within half-an-hour of the time appointed for the meeting, the owners present in person and by proxy are entitled to vote shall form a quorum.

