

**MINUTES OF THE ANNUAL GENERAL MEETING
UNITS PLAN 2000/29
17 CORMORANT STREET, BAKEWELL**

HELD: The office of Lia Finocchiaro – 13A Zuccoli Plaza

TIME: 6:38pm Tuesday 30th November 2021

ITEM 1

PRESENT: Unit 1 Malcolm Richardson & Denise Rondot
Unit 3 Malcolm & Sue Tomes
Unit 5 Lisa Cadd
Unit 6 Stan Wicik representing Patrick Wicik
Unit 7 Daniel Gerlach
Unit 9 En Wang & Peter Brady

PROXY: Unit 2 S & V Ramani proxy to Peter Brady
Unit 4 Glenda Ramsey proxy to Peter Brady

APOLOGIES: Nil

Representing Castle Real Estate – Daniel Ferguson

QUORUM:

The manager declared a quorum was in attendance and the meeting proceeded.

ITEM 2

CHAIR:

MOTION: To appoint Daniel Ferguson, the representative of Castle Real Estate to chair the meeting on behalf of the owners present.

Carried

ITEM 3

CONFIRMATION OF PREVIOUS AGM MINUTES:

MOTION: To accept the minutes from the previous AGM held on the 10th of December 2020 as a true and accurate record with the following amendments.

To amend the minutes to reflect that En Wang & Peter Brady were present and not Ms J Li & Mr P Brady as recorded.

To amend the outcome of motion 6d to reflect the voting on this matter received 5 yes votes, nil no votes and nil abstentions. The motion was passed.

To amend item 13 – Storm Water Drains - to reflect the quote obtained from Complete Plumbing was for \$11,683.87 and was not approved to proceed.

The amount referred to in the minutes of \$450.00 + GST was for the jet hire.

Carried

ITEM 4

BUSINESS ARISING FROM PREVIOUS AGM MINUTES:

Roof – It was discussed that Peter Brady had compiled an email summarising the roof and inspection reports.

This report was tabled and approved to be sent to all owners with the minutes of the AGM.

ITEM 5

ACCEPTANCE OF FINANCIAL REPORT:

The manager presented all owners with a copy of the financial report for the period 1st November 2020 – 31st October 2021.

It was discussed that the previous managers paid some of the contractors from the Administration Fund account instead of the Sinking Fund account making it difficult to reconcile the expenditure.

It was agreed the expenditure was correct for the agreed works carried out and it was agreed not to transfer funds between accounts to address this error.

MOTION: To accept the financial statement as presented.
Carried

ITEM 6

APPOINTMENTS:

MOTION: To appoint Castle Real Estate as managing agents until the next Annual General Meeting.
Carried

Owners present appointed 7 members to the committee for consideration for positions onto the committee.

Discussion took place regarding those nominations and the motion to appoint the 7 members failed.

Malcolm & Sue Tomes excused themselves from the room and left the meeting.

Further discussion took place regarding the committee appointments and 3 members withdrew their nominations for positions onto the committee.

Daniel Gerlach abstained from voting.

MOTION: It was agreed to appoint the following members to the committee:

Peter Brady	-	Member
Glenda Ramsey	-	Member
Lisa Cadd	-	Member
En Wang	-	Member

Carried

ITEM 7

INSURANCE:

The current details of the Body Corporate Insurance Policy:

Broker	MGA Insurance Brokers
Insurer	Millennium General Insurance (Underwritten by TIO)
Building Cover	\$4,800,000
Renewal Date	31 st March 2022

It was discussed the sum insured amount of \$4,800,000 may not be adequate to reinstate the buildings and common property and it was agreed the manager would engage a licenced valuer to provide a valuation of the complex for insurance purposes.

It was discussed once the valuation is received; it would be provided to the insurance broker to ensure the insurer varies the sum insured amount to that of the valuation.

It was agreed the Body Corporate Manager would obtain quotes for discussion at committee level when the insurance renewal falls due.

ITEM 8

PROPOSED BUDGET:

The Body Corporate Manager tabled a proposed budget for \$36,000.00 for the Administration Fund and \$1,300.00 for the Sinking Fund.

Discussion took place and it was agreed to alter the proposed budget to allow for expenditure for irrigation, legal fees, roof repair and for paving repairs that may occur during the current financial year.

It was agreed to keep the levy contributions the same.

MOTION: It was agreed to accept the amended budget.
Carried

ITEM 9

GENERAL BUSINESS:

Pets – A motions was tabled to empower the Body Corporate committee to have the authority to approve pet applications at no cost to the applicant.

This motion was discussed by the members present. The Unit Titles Act, more specifically the Articles, requires a majority resolution be passed to permit a pet at the complex. The owners present agreed that the AGM cannot pass the resolution as it would be unlawful to do so as the committee of a Body Corporate is unable to pass a majority resolution. A majority resolution requires the number of the votes counted in favour of the motion exceeds 50% of the total number of the units.

It was agreed the committee would review the Articles and provide options for discussion by the owners at a general meeting.

Parking – It was discussed that parking in the complex, on common property, is creating discord and ongoing breaches are causing access to units 2, 4 & 7 to be impeded.

It was agreed for the committee to discuss the rules relating to the use of common property and to try to address the matter to resolve the parking issue.

Screen – The owner of unit 9 requested permission from the owners present to install a screen between the columns of the car port in a similar style to the screen already installed at unit 4. It was discussed the screening material will be different and the gaps between the horizontal slats will be smaller.

The owner of unit 9 acknowledged they would remove the fencing erected on common property.

It was discussed and agreed the committee would investigate the removal of the palm tree that is growing on the common property beside unit 9.

The owners present provided approval for the owner to proceed at their expense.

It was noted that additions of this nature, although insured under the building insurance policy, remain the responsibility of the owner. All maintenance of the screens, including removal as required, would be the at the owners expense and not the Body Corporate.

Drainage – It was agreed to defer this matter to the committee.

Irrigation - It was agreed to defer this matter to the committee.

Paving - It was agreed to defer this matter to the committee.

Painting – It was agreed the committee would liaise with the painters who painted the complex a few years ago to try to address some of the issues identified since the completion of the painting works.

General Repairs – It was agreed the committee would investigate and identify any maintenance required to the external doors and window frames to the units. It was discussed that some are showing signs of rust and degradation to the frames.

ITEM 10

SCHEDULING OF THE AGM:

It was requested that the manager schedule the next AGM at the conclusion of the current financial year.

ITEM 11

CLOSURE:

There being no further business the meeting closed at 9:45pm.

ADDENDUM -

The manager reviewed the records provided by the previous manager and located a valuation completed in 2020 indicating the replacement value for insurance purposes is \$4,190,000 (including GST)

The current sum insured amount is \$4,800,000.

The manager has not engaged a licenced valuer as agreed at the meeting.

The valuation referred to above has been included with the minutes for distribution to all owners for their records.