

**MINUTES OF THE ANNUAL GENERAL MEETING
UNITS PLAN 2000/29
17 CORMORANT STREET, BAKEWELL NT 0832**

HELD: Lia Finocchiaro's Office - 13A, Zuccoli Plaza, Zuccoli Parade

TIME: 5:30pm Thursday 30th November 2023

ITEM 1

PRESENT: Unit 5 Lisa Cadd
Unit 9 En Wang & Peter Brady

PROXY: Nil

APOLOGIES: Unit 1 Mr Malcolm Richardson
Representing Castle Real Estate – Debbie Tanti

QUORUM:

The manager declared a quorum was not in attendance.

Unit Titles (Management Modules) Regulations states that a quorum for the general meeting exists if persons who together have the right to vote in relation to at least 50% of the total unit entitlements of the plan are represented at the meeting.

Owners present, or represented by proxy, totalled 198 Unit Entitlement Values of the total aggregate of 1000.

The manager noted that all resolutions are interim resolutions and that these resolutions will become resolutions of the Body Corporate after 29 working days of the date of the interim resolution, unless notice of a further general meeting is given and the meeting is held within 28 working days of the date the notice is given.

ITEM 2

CHAIR:

MOTION: It was agreed Debbie Tanti, the representative of Castle Real Estate would chair the meeting on behalf of the owners present.

Carried

ITEM 3

CONFIRMATION OF PREVIOUS AGM MINUTES:

MOTION: It was agreed to accept the minutes from the previous AGM held on 7th November 2022 as a true and accurate record.

Carried

ITEM 4

ACCEPTANCE OF FINANCIAL REPORT:

The manager presented all owners with a copy of the financial report for the period 1st November 2022 – 31st October 2023.

MOTION: It was agreed to accept the financial statement as presented.
Carried

ITEM 5

APPOINTMENTS:

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

Carried

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

Unit 9	En Wang	-	Member
Unit 5	Lisa Cadd	-	Member

Carried

It was discussed that any owner absent at the AGM, who is appointed onto the committee by the members present at the meeting, is required to formally accept their nomination onto the committee.

ITEM 6

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 2024

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

ITEM 7

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.

It was further agreed that \$10,000.00 would be transferred from the Administration Fund to the Sinking Fund.

MOTION: It was agreed to accept the proposed budget and transfer of funds from the Administration Fund to the Sinking Fund

Those in favour – 2

Those against – 0

Those abstaining – 0

Motion Carried

ITEM 8

8.1 MOTION: Discussion to be held about Archiving Management Files

The Manager advised that Castle real Estate is converting from paper to digital archiving for all Body Corporate held paperwork.

The Manager further advised that once the digital archiving is completed the boxes held could either be given to a Body Corporate member to store, or the contents could be shredded and destroyed.

It was agreed by those present that the contents be passed to the committee after archiving is complete.

Those in favour – 2

Those against – 0

Those abstaining – 0

Motion Carried

GENERAL BUSINESS:

Pest Control

It was agreed by those present that the committee is to monitor the common areas and advise the Manager if pest treatment is required.

All owners are to be reminded that pest control within your individual lots (including back yard) are an owner responsibility.

If termites are found in rear yards, the Manager is to be advised as soon as practicable.

Those in favour – 2

Those against – 0

Those abstaining – 0

Motion Carried

Website

Discussion was held regarding the Body Corporate website.

It was agreed by those present that the website would continue, with Peter presenting the invoice to the Manager for reimbursement.

Those in favour – 2

Those against – 0

Those abstaining – 0

Motion Carried

Paving and Driveway Entrance

It was agreed by those present that the committee is to monitor the paving in the driveway and check the stability at the end of the wet. If works are required, the Manager is to be advised so it can be arranged.

Those in favour – 2

Those against – 0

Those abstaining – 0

Motion Carried

ITEM 9

SCHEDULING OF THE AGM:

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

It was agreed to hold the AGM at Lia Finocchiaro's Office in Zuccoli next year.

ITEM 10

CLOSURE:

There being no further business the meeting closed at 6:00pm.