

## MINUTES

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*of the Annual General Meeting of SP 47991, 41 Rocklands Rd, Wollstonecraft  
held Tuesday, 28 February 2012*

*Present in Person:* 3, 8, 16, 17, 18, 24, 32, 42, 43, 44, 48, 54, 59, 68, 71, 85, 86, 87, 88, 91, 97, 99, 100, 110, 122, 127, 129, 132, 136 (left at 6.40pm), 139, 154, 156, 157 and 161.

*Present by Proxy:* Lot 75 to Rhonda Cranes  
Lot 83 to Simone Rowley-Bates  
Lot 142 to Andrea Burton  
Lots 92 and 118 to Janelle Urquhart  
Lot 1 and 160 to Kris Pruszynski  
Lots 133 and 151 to Judy Murray  
Lots 143 and 150 to Bart Jaworski  
Lots 47, 95, 141 and 155 to Tony Moon  
Lots 20, 38, 69, 116, 146 and 153 to Chris Wykes

*Attending:* Bart Jaworski (Bright & Duggan Pty Ltd), Ian Prentice (Core Project Consulting), Miles Beamish (Finlease)

*Chairman:* Chris Wykes chaired the meeting and opened proceedings at 6:10pm.

### Confirmation of Minutes

*Motion 1 Confirmation of the Minutes* **Resolved** to adopt the minutes of the annual general meeting held 7 December 2010.

### Finance

*Motion 2 Financial Position* **Resolved** to adopt the audited statement of financial position and statement of financial performance for the year ended 31 October 2011.

*Motion 3 Auditor* **Resolved** to appoint an auditor to audit the financial statements to Australian Auditing Standards for presentation to the next annual general meeting.

*Motion 4* a) **Resolved** that the contributions to the administrative and sinking funds be

*Levy  
Contributions*

set, per annum including GST on a continuing basis, at:

***Administrative fund \$ 640,000.00***

***Sinking fund \$ 540,000.00***

- b) ***Resolved*** that both contributions be paid in equal quarterly instalments, effective from 1 May 2012.

Votes recorded for the purposes of this motion:

Abstained.- Units 127 and 156

Against the Motion – 4 votes.

In Favour – all others present including their respective proxies.

The Chairperson declared motion 4 carried by the majority.

## Governance

*Motion 5  
Executive  
Committee*

***Resolved*** that the executive committee consist of 8 members, and that the following be elected to the executive committee;

Bob Vernon, Trent Mackie, Chris Wykes, Sue Boyd, Tony Moon, Stephen Howes, Emma Howard, Michael Morris,

*Motion 6  
Restricted  
matters*

***Resolved*** that, in accordance with section 34(g) of Schedule 2, the owners corporation do not further restrict the executive committee powers in respect of dealing with any matters or types of matter.

*Motion 7  
Spending  
restrictions*

***Resolved*** that, in accordance with section 80A(2), the owners corporation do remove the limitation on budgeted expenditure placed by section 75(5) generally.

*Motion 8  
Management  
Agreement*

- a) ***Resolved*** that the owners corporation renew the agreement with Bright & Duggan Pty Ltd for a period of 1 years as its strata managing agent and delegate functions to it, on the terms and conditions set out in the management agreement tabled at the meeting; further that the common seal of the owners corporation be affixed to the management agreement.
- b) ***Resolved*** that the owners corporation authorise the two (2) owners or members of the executive committee, Chris Wykes & Tony Moon, to execute the management agreement.
- c) ***Resolved*** that the management fee be \$ 26,000.00 per annum including GST commencing 1 March 2012.

## Asset Maintenance

*Motion 9  
Insurance  
Renewal*

***Resolved*** that current insurances be confirmed and that the strata manager be authorised to affect statutory insurances required to be taken out by the owners corporation under section 83.

*Motion 10*

- a) ***Resolved*** that a revaluation be carried out for insurance purposes.

*Property  
Revaluation*

- b) **Resolved** that the strata manager adjust the sum insured on the building and common property in accordance with the building valuation.

*Motion 11  
OH&S  
Lift Safety*

**Resolved** that, regarding lift registration due 15 March 2012, pursuant to section 113 of the OH&S Regulation 2001 the strata manager be authorised and instructed to prepare, sign and lodge the Work Cover Statement, stating under delegated authority that, based on the lift contractor's maintenance statement, the lift is maintained and safe to operate.

*Motion 12 –  
Structural  
Façade Repairs*

- a) The Owners – Strata Plan No.47991 **resolved** to carry out all of the remaining structural façade repairs, preparation and painting in accordance with the Technical Specifications prepared by CORE Project Consulting dated December 2011.
- b) The Owners – Strata Plan No.47991 **resolved** to appoint and enter into agreement with Higgins Pty Ltd as the successful contractor recommended by the Owners' Building Engineers – CORE Project Consulting in their tender recommendation report.
- c) The Owners – Strata Plan No.47991 **resolved** to authorise and instruct the Executive Committee and the Managing agent to execute and affix the Common Seal to the works contract with Higgins Pty Ltd and the Building Engineers – CORE Project Consulting.

Votes recorded for the purposes of this motion:

Abstained.- NIL

Against the Motion – 7 votes.

In Favour – all others present including their respective proxies

The Chairperson declared motion 12 carried by the majority.

*Motion 13  
Loan*

- a) The Owners – Strata Plan No.47991 **resolved** to authorise the Executive Committee to borrow \$950,000.00 from Macquarie Bank Limited for the purpose of funding structural repairs, preparations and painting of all common external surfaces as set out in the tender and specification document prepared by Core Project Consulting referred to in the preceding Motion 12.
- b) The provision to accommodate the loan repayments was made and **resolved** in the budget contributions referred to in Motion 4 of this meeting.

Votes recorded for the purposes of this motion:

Abstained.- NIL

Against the Motion – 10 votes.

In Favour – all others present including their respective proxies

The Chairperson declared motion 13 carried by the majority.

**MOTION REQUIRING A SPECIAL RESOLUTION**

*Motion 14  
Special By-law*

The Owners – Strata Plan No 47991 *specially resolved as amended* pursuant to section 47 of the Strata Schemes Management Act 1996 to make an additional by-law in the following terms:

Special By-Law - SMOKING

An Owner or Occupier of a Lot and A Visitor of their Lot Must Not:

1. smoke on the common property;
2. deposit any smoking paraphernalia including cigarettes, matches, or ash on the common property;
- c) permit cigarette smoke to escape from the lot into another lot such that it is likely to interfere with the peaceful enjoyment of the owner or occupier of another lot or of any person lawfully using the common property.

*Vote of Thanks*

Owners expressed their Vote of Thanks to the Executive Committee for their contributions and time spent on preparation of the remedial repairs project.

The Chairperson expressed thanks to the former committee members, Colin Murray, David Walker, Ray Joy and Arlaina Loibl for their work during the year.

The Chairperson also expressed thanked Tony Moon for his assistance during the last few months.

*There being no further business the meeting closed at 8.35pm.*



## MINUTES

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*of the Executive Committee Meeting of SP 47991, 41 Rocklands Rd, Wollstonecraft  
held Tuesday, 28 February 2012*

*Present:* Bob Vernon, Trent Mackie, Chris Wykes, Tony Moon,  
Stephen Howes, Emma Howard, Michael Morris,

*Attending:* Patricia Howes, Bart Jaworski (Bright & Duggan Pty Ltd)  
Kris Pruszynski (Kristal Property Services)

*Chairman:* Bart Jaworski chaired the meeting and opened proceedings at 8.40pm.

*Motion 1  
Minutes* **Resolved** that the minutes of the previous executive committee meeting held 1 February 2012 be deferred. The full copy of the minutes attached.

*Motion 2  
Executive  
committee* **Resolved** that the following office bearers be appointed:

1. Chairman: Chris Wykes
2. Secretary: Bob Vernon
3. Treasurer: Trent Mackie

*Motion 3  
Common  
property* **No matters arising.**

*Next Meeting* Tuesday, 3<sup>rd</sup> April 2012 at 6.00pm.

*There being no further business the meeting closed at 8.45pm.*