

MINUTES

*of the Annual General Meeting of SP 47991, Pacific Park, 41 Rocklands Rd, Wollstonecraft
held Monday, 7 December 2015*

Present in Person: 1, 16, 18, 19, 21, 24, 42, 44, 45, 54, 68, 71, 86, 87, 88, 89, 92, 93, 96, 97, 98,
110, 111, 126, 128, 129, 132, 154, 157, 159 and 160

Present by Proxy: Lot 20 to Stuart Sexton
Lot 41 to Sarika Vaz
Lot 67 to Robert Vernon
Lots 133 and 151 to Judith Murray
Lots 72, 125 and 152 to Bart Jaworski
Lots 59, 95 and 141 to Tony Moon
Lots 34, 11 and 15 to David Russell

Apologies: Tuan Truong

Attending: Bart Jaworski (Bright & Duggan Pty Ltd), Kris Pruszyński & Michael
Kopczyński (Kristal Property Services)

1 CHAIR OF THE MEETING

1.1 Chair of the Meeting **Resolved** to elect David Russell as Chair of the meeting. The meeting commenced at 6.04pm.

2 Confirmation of Minutes

2.1 Confirmation of the Minutes **Resolved** to adopt the minutes of the annual general meeting held 23 February 2015 with the following amendment:

Motion 4.1: Bob Vernon not “Bob Vern”

3 Finance

3.1 Financial Position **Resolved** to adopt the audited statement of financial position and statement of financial performance for the year ended 31 October 2015.

3.2 Auditor **Resolved** to appoint an auditor to audit the financial statements to

Australian Auditing Standards for the financial year ending for presentation to the next annual general meeting.

3.3 Levy Contributions

- a) **Resolved** that the contributions to the administrative and sinking funds be set, per annum including GST on a continuing basis, at:

Administrative fund \$ 650,000.00

Sinking fund \$ 671,352.00

- b) **Resolved** that both contributions be paid in equal quarterly instalments, effective from 1 February 2016.

4 Governance

4.1 Executive Committee

Resolved that the executive committee consist of 9 members, and that the following be elected to the executive committee;

Tony Moon, Trent Mackie, David Russell, Clive Mackay, Michael Morris, Bob Vernon, Tuan Truong, Ian Stuart, Amy Lim

4.2 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.

4.3 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.

4.4 Levy Arrears Debt Collection

Resolved that, in accordance with section 80D, the Strata Managing Agent and/or the Executive Committee do any one or more:

- a) engage or appoint the services of a debt collection agency, obtain legal advice and/or retain legal representation of Grace Lawyers Pty Ltd and/or
- b) commence, pursue, continue or defend any court, tribunal or any other proceedings against any lot owner, mortgagee in possession and/or former lot owner in relation to all matters arising out of the recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs;
- c) enforce any judgment obtained in the collection of levy contributions including commencing and maintaining bankruptcy of winding up proceedings;
- d) file an appeal or defending an appeal against any judgment concerning the collection of levy contributions; and
- e) liaise, instruct and prepare all matters with the owners corporation's debt collection agents, lawyers and experts in relation to any levy recovery proceedings.

4.5 Management Agreement

- a) **Resolved** that the owners corporation renew the agreement with Bright & Duggan Pty Ltd for a period of 2 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, David Russell & Trent Mackie, to execute the management agreement.
- c) **Resolved** that the management fee be \$ 32,000.00 per annum including GST commencing 7 December 2015.

5 Asset Maintenance

5.1 Insurance Renewal

- a) **Resolved** that current insurances be confirmed.
- b) **Resolved** that the strata manager be authorised to effect statutory insurances required to be taken out by the owners corporation under section 83 and 87.
- c) **Resolved** that Strata Managing Agent be authorised to effect any additional insurances required by the Owners Corporation under section 88.

5.2 Property Revaluation

- a) **Resolved** that a revaluation be carried out for insurance purposes.
- b) **Resolved** that the strata manager adjust the sum insured on the building and common property in accordance with the building valuation.

5. WorkCover Lift Registration

Resolved that, regarding lift registration due 15 March 2016, pursuant to the Work Health and Safety Act 2011 the strata manager be authorised and instructed to prepare, sign and lodge the WorkCover Statement, based on the lift contractor's maintenance statement, that the lift is maintained and safe to operate.

There being no further business the meeting closed at 6.40pm.

MINUTES

*of the Executive Committee Meeting of SP 47991, Pacific Park
held Monday, 7 December 2015*

Present: Tony Moon, Trent Mackie, David Russell, Clive Mackay, Michael Morris, Bob Vernon, Ian Stuart, Amy Lim

Apologies: Tuan Truong

Attending: Maryann Attuell, Dianne Russell, Bart Jaworski (Bright & Duggan Pty Ltd), Kris Pruszynski & Michael Kopczynski (Kristal Property Services)

Chairman: David Russell chaired the meeting and opened proceedings at 6.45pm.

*Motion 1
Minutes* **Resolved** that adoption of the minutes of the previous executive committee meeting held 2 November 2015 be deferred until the next ECM.

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

1. Chairman: David Russell
2. Secretary: Bob Vernon
3. Treasurer: Trent Mackie

*Motion 3
Common
property* The conditions and use of common property were discussed and resolved the following:

1. Intercom repairs / upgrade – Kris to arrange a site meeting with Bells Access to suit Clive Mackay to meet with the contractor to discuss the upgrade and to provide a revised quote.
2. TPG to provide a site plan for the proposed installation. Bob to follow up.

Next Meeting The next Committee Meeting will be held on Monday, 18 January 2016 at 6.00pm at Bright & Duggan.

There being no further business the meeting closed at 7.15pm.