

Body Corporate For
CATHEDRAL PLACE B.U.P. 1999

STEWART SILVER
KING AND BURNS
STRATA MANAGEMENT

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MINUTES OF THE PR SUB COMMITTEE MEETING OF THE CATHEDRAL PLACE COMMUNITY BODY CORPORATE B.U.P. 1999 HELD IN THE ONSITE MEETING ROOM, CATHEDRAL PLACE, 41 GOTHA STREET, FORTITUDE VALLEY QLD 4006 ON TUESDAY, 3RD SEPTEMBER 2002 AT 6.00PM.

PRESENT Ross Prior - Notre Dame
Bernie Hammar - Notre Dame

IN ATTENDANCE Jim O'Hare - Stewart Silver King & Burns (Brisbane) Pty Ltd
Eddie & Lorraine Zunker - Cathedral Place Management

APOLOGIES Colman Ridge -

CHAIRMAN It was resolved that Jim O'Hare chair the informal meeting.

SAUSAGE SIZZLE The Sausage Sizzle promotion at Cathedral was a huge success with over 150 cab drivers visiting. Feedback received was very positive. Cabbies were impressed with the oasis facilities in the centre of the resort. Many of those at the Sausage Sizzle attended in response to the radio advertising. All agreed that the day was a resounding success with many myths dispelled.

Thank you to organisers Bernie Hammar, Ross Prior and Lorraine Zunker and the team at Cathedral Place Management, as well as the team from Stewart Silver King & Burns.

WEBSITE Ross Prior continues to work on developing the website and reported that it is now $\frac{3}{4}$ completed. Photographs need to be organised to be displayed on the website.

DEVINE MEDIA RELEASES It was noted that Devine has placed advertisements in the medial promoting Cathedral Place for rentals. Some felt this was out of sync with the efforts underway by the Committee. It was resolved that a memo be written by Ross Prior and Jim O'Hare of the PR Sub Committee.

NEXT PROMOTION – REAL ESTATE AGENTS Those in attendance agreed that the next priority for the PR Committee is to improve the image of Cathedral Place amongst real estate agents, valuers and banks. The paper by Colman Ridge was tabled and his offer to assist in arranging a function with this group was noted.

The Committee resolved to accept Coleman Ridge's generous offer and that he be extended an invitation to meet with the Committee to discuss details and help compile the list of persons to be invited.

The Committee further resolved that Cathedral Place Management keep a book of agents who inspect and access keys.

Bernie Hammar and Ross Prior agreed to try and arrange a choir. Proposed details for the event are in the foyer area from 6.00 – 7.30pm on Tuesday, 26th November 2002.

CHRISTMAS LIGHTS COMPETITION Resolved that this promotion sponsored by Stewart Silver King & Burns be promoted again with the distribution of a flyer. Lights are to be erected as early as possible for as long as possible. Dates for lights will be 17th November 2002 to 1st January 2003. Judging will be over a longer period rather than taking place on a specific date. Winners will be announced in early January 2003.

Resolved that there will be separate award categories for inside and outside.

PENS AND POSTCARDS The Committee reported that they are happy with the pens organised by Stewart Silver King & Burns at an approximate cost of \$750.00. Pens and postcards have been placed in each letterbox and a couple of postcards have been sent with owner's statements.

SIGNAGE The Committee resolved to recommend to Cathedral Community Body Corporate Committee that the "FREE PARKING" sign above carpark and reference to "1½ HOURS FREE" be removed as this cheapens the image of the building and misleads people into misusing the parking facilities.

OASIS Those present suggested that photographs of the central facilities be placed outside to promote Cathedral Place. No further action will be taken at this stage.

STORAGE ON BALCONIES It was resolved that the Committee need these items to be removed.

FRAMED PHOTOS IN FOYERS Ross Prior tabled a photograph of "bird of paradise with pool in background" and the suggestion made was that at a price of \$50 each, these be placed in foyers. It was noted that the Committee will be seeking approximately 24 framed photos at size 450cm x 600cm. Bernie Hammar is to arrange 2 quotations for the installation of framed photos mounted on the beige foyer walls.

NEXT MEETING The next meeting of the PR Sub Committee will be in the onsite meeting room at 6pm on Tuesday, 22nd October 2002.

ACTION Jim O'Hare
- Organise flyers for Christmas Lights Competition

Ross Prior
- Follow up on Website
- Letter to Devine Limited regarding their media advertising for Cathedral Place
- Organisation of choir for next function

Bernie Hammar
- Obtain quotations for photo frames
- Organisation and MC for next function

Cathedral Place Management
- Compile Real Estate Agent Database
- Assistance in arranging next function – food and beverages

CLOSURE There being no further business the Chairman declared the meeting closed at 7.30pm.

CONFIRMATION _____ DATE _____
CHAIRPERSON

DISTRIBUTION _____ DATE _____
BODY CORPORATE MANAGER