

Body Corporate For  
**CATHEDRAL PLACE BUP 106902**

STEWART SILVER  
 KING AND BURNS  
 STRATA MANAGEMENT

**MINUTES OF THE COMMITTEE MEETING OF THE BODY CORPORATE FOR CATHEDRAL PLACE CTS 106902 HELD IN THE ONSITE MEETING ROOM, 41 GOTHA STREET, FORTITUDE VALLEY, QLD 4006 ON THURSDAY 5<sup>TH</sup> JUNE 2003 AT 6.00PM.**

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**PRESENT**

Bernie Hammar	"A" – Notre Dame
Pat Brown	"B/C" – Oxford & Cambridge
Tony Rich	"D/E" – Canterbury & Westminster
Barry Budd	"F" – Duhig
Andrew Tynan	"G/H" – Kensington & Sandringham
John Gilliland	Cathedral Village

**IN ATTENDANCE**

James O'Hare - Stewart Silver King & Burns (Brisbane) Pty Ltd  
 Ross Prior - Notre Dame  
 Clayton Denman - Notre Dame  
 Brendon Fagg - Notre Dame  
 Geoff, Eddie & Lorraine Zunker - Cathedral Place Management

**APOLOGIES**

**CHAIRMAN** Bernie Hammar chaired the meeting.

**QUORUM** Chairman declared a quorum present and declared the meeting open at 6.40pm.

SUBJECT	DISCUSSION / RESOLUTION	ACTION	DUE DATE
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**Minutes of the Previous Committee Meeting**

	<b>Resolved</b> that the minutes of the previous Committee Meeting dated Tuesday 15 <sup>th</sup> April, be confirmed as a true and correct record of that meeting.		
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**Matters Arising from Previous Minutes**

	N/A		
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<b>Chairperson Report</b>	Bernie Hammar addressed meeting on the history of various issues in the building and the need to move forward. Allot has been achieved with the resolution of many defects, it is now time to build relationships and work together with management, owners and body corporate managers.		
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**Financial Statements**

<b>Financials</b>	<b>Noted</b> that the finance sub committee is continuing to meet monthly and closely monitor the financials. Next meeting is 18 <sup>th</sup> June 2003 at SSKB.		
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## Correspondence

	Correspondence as listed, tabled, discussed and accepted.		
<p><b>Inwards :</b></p> <p>From</p>	<p><u>Cathedral Village Secretary 21 May 2003</u></p> <p><b>RE Carpark</b></p> <p>Raised issues of membership of the community body corporate and asserted the position that the Village is a member of the Principal Body Corporate.</p> <p>John Gilliland spoke to the meeting on the matter. Raised issue of:</p> <ul style="list-style-type: none"> <li>• The manner in which the contribution the Village makes towards the Principal Body Corporate is calculated</li> <li>• A meeting will need to agree next years calculation and that should be arranged sooner than later</li> <li>• Village did not intend to pay as much in future</li> <li>• Amount to be based on a fair proportion of Principal Body Corporate expenses bearing in mind the benefits to the Village by way of the car park use of Principal Body Corporate common property</li> <li>• Village owners are currently voluntarily managing the car park; including clearing boom gate of money and banking into the Village Body Corporate account opened for that purpose</li> </ul> <p>Noted that the contract for the installation of the boom gates is yet to be determined as there has not yet been two months trouble free operation.</p> <p>The contract provides that the Principal Body Corporate is responsible for the payment to the supplier (O'Brien) of the cost of the boom-gate system at \$65,000.</p> <p>This was agreed by the Principal Body Corporate to be constituted as a loan to the Village Body Corporate. The Village Body Corporate has the legal responsibility to manage and maintain the car park to which they have exclusive use.</p> <p>The arrangement was made due to the need to resolve the parking problems, which were regarded to be in both the Village and the Principal Body Corporate's interest.</p> <p>The Village was unable to purchase the boom-gates at that time on its own, due to a history of levies in arrears constricting cash flow. John Gilliland noted that with the passing of some 18 months since the contract was entered into, the Village Body Corporate now wished to take responsibility for the payment and maintenance of the boom-gates. John to provide a proposal to the Principal Body Corporate committee under which this arrangement can take place.</p> <p>Noted and agreed that the \$20,000 advance from the Village to</p>	<p>JG – Village</p> <p>SSKB</p>	

the Principals be now shown in the Villages accounts as a contra against levies owing to the Principal Body Corporate rather than as an advance on payment for the boom gates cost of \$65,000. This is on the basis that the Village will bear this cost.

From 4 June 2003, Brett J Fielding Owner Unit A118

Letter raised various issues such as management commissions and charges as well as owners or tenants rights to advertise on the community notice board.

SSKB

The meeting agreed that the matters are not body corporate issues. Management however stated that they prefer the right to screen all tenants that enter the building so as to ensure a suitable standard of occupant so as to continue the harmony and security of the building and to protect owner's assets and income.

Outwards :

To 16<sup>th</sup> April 2003 Devine Ltd  
RE Acceptance of Defects Offer

29<sup>th</sup> May 2003 Devine Ltd  
RE Clarification of Defects Offer

Noted that the work is progressing satisfactorily. Devine have agreed to replace all components of the hot water system to avoid any doubt over future breakdowns.

## Manager's Report

	<b>Manager's Report</b> , as attached, tabled, discussed, and accepted.	
<b>Sandstone</b>	Report noted that all advices received indicated that the material used at the time was not appropriate for the purpose and has deteriorated rapidly. Noted the issue may be a safety hazard and as such immediate attention required. Estimate from Bruno of BMV to replace whole area at approximately \$75,000 in a granite material. Discussion centred on the possibility of replacing only the badly affected areas and sanding back the remaining areas to give a few more years use and save expense. <b>Resolved</b> that quotes for both options be sought by management and referred to the finance sub-committee meeting next schedules for Wednesday 18 <sup>th</sup> June 2003 if not before.	CPM / committee rep.
<b>Gym Air Con.</b>	2 quotes tabled. Quote from COLD SERVICES noted the repair cost of current system at \$1,865. Replacement with Commercial Standard Daikin 3 phase at \$4180 [all plus GST]. 2 <sup>nd</sup> quote tabled from POWERHOUSE ELECTRICAL for new domestic standard system at \$2,750. <b>Resolved</b> that a 3 <sup>rd</sup> quote be sought for domestic standard split unit and management and one committee representative may proceed at a price not to exceed \$2,750.	CPM / committee rep.

## General Business

<p><b>Gym refurbishment</b></p>	<p>Noted GYM CARE had lent a treadmill on the basis that we purchase further equipment.</p> <p>Ross Prior tabled a quotation from LIFE FITNESS to supply 5 pieces equipment including Cross Trainer at \$20,475. Noted they also offered to contribute \$1,000 toward mirrors. The above offer was found to be at cost and are on the basis that the Gym is available to be used by LIFE FITNESS as a showroom by inspection. Agreed also that CCTV security be installed to protect against vandalism and crime.</p> <p><b>Resolved</b> that the Body Corporate authorise the purchase of the above equipment at a cost not to exceed \$25,000. Implementation to be overseen by the managers and Ross Prior.</p> <p><b>Resolved</b> that the old damaged treadmill be given to GYM CARE in appreciation of the free use of their treadmill.</p>	<p>CPM / RP</p>
<p><b>Electricity issues</b></p>	<p>Noted that the current agreement with Energy savings Pty Ltd [not ERC] is due for re-tendering in September. John Gilliland noted that Village have an interest in this matter and he would like to be involved in this process.</p> <p>Pointed out that problems with voltage spikes are being investigated by Energex. It was noted that people should use European globes, as they seem to be more impervious to spikes.</p>	
<p><b>Caretaking &amp; Letting agreements</b></p>	<p>John Gilliland noted that the Village is renegotiating the terms of their agreement with management with a view to resolving management to retake over the management of the boom gates.</p> <p><b>Resolved</b> that discussions commence with management regarding the renegotiation of the Cathedral Principal contract with Eddie and Lorraine Zunker.</p>	<p>CPM / committee rep.</p>
<p><b>Nominated representative for Resident Managers</b></p>	<p><b>Resolved</b> that the on-site representative be Brendan Fagg.</p> <p>Noted previous policy to remain that management obtain 3 quotes for all expenditure over \$1,000.</p>	
<p><b>GH Block Smell</b></p>	<p>Andrew Tynan raised the issue of the recurring smell in the lift foyers from the bins in the basement.</p> <p><b>Resolved</b> that the managers investigate installation of exhaust fans to deal with this in liaison with Andrew Tynan.</p>	<p>CPM / AT</p>
<p><b>Maintenance Painting – Internal</b></p>	<p>Noted that quote accepted in 2000 with Stella PL for a 5-year maintenance program. Year 1 included a full repaint of all foyers with follow up maintenance in the following years. Payments made in year one were \$40,000 and the subsequent years \$10,000 p.a.</p> <p><b>Resolved</b> that a "walk around" be conducted with Stella PL, management and one committee representative prior to Stella PL</p>	<p>CPM / committee rep.</p>

