

Body Corporate For
CATHEDRAL PLACE BUP 106902

STEWART SILVER
 KING AND BURNS
 STRATA MANAGEMENT

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MINUTES OF THE COMMITTEE MEETING OF THE BODY CORPORATE FOR CATHEDRAL PLACE BUP 106902 HELD IN THE ONSITE MEETING ROOM, CATHEDRAL PLACE, 41 GOTHA STREET, FORTITUDE VALLEY, QLD 4006 ON TUESDAY, 19TH AUGUST 2003 AT 6.00PM.

PRESENT

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

IN ATTENDANCE

James O'Hare	Stewart Silver King & Burns (Brisbane) Pty Ltd
Eddie & Lorraine Zunker	Cathedral Place Management
Clayton Denman	"A" - Notre Dame
Ross Prior	"A" - Notre Dame
Peter Lewis	"A" - Notre Dame
Brendan Fielding	"A" - Notre Dame
Millie	"G/H" - Kensington & Sandringham
John Cipollone	Cathedral Village
David Bailey	Stella Painting 7.00 pm TO 7.30 pm

APOLOGIES Nil

CHAIRMAN Bernie Hammar was elected to chair the meeting.

QUORUM Chairman declared a quorum present and declared the meeting open at 6.00pm.

SUBJECT	DISCUSSION / RESOLUTION	ACTION	DUE DATE
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Attendance at Cathedral Place Committee Meetings

Those present discussed attendance at CBC meetings.

Pat Brown and John Gilliland supported the policy that only elected representatives of each subsidiary be invited to attend meetings of the Cathedral Place Committee and that other persons be invited to attend only to give a report on an individual matter and then leave.

Clayton Denman spoke against the proposal citing that he and other non-Committee individuals have been spending significant time each week on Committee business and should they not be allowed to attend and contribute then this work would fall back on the Committee.

Tony Rich spoke against the proposal as he noted that he did not wish to discourage interest and those people who were prepared to commit their efforts towards the Committee.

Motion

That only the nominated representatives of the subsidiary bodies

corporate be entitled to attend the Cathedral Place CBC Meetings, notwithstanding that individuals may be invited to address the Committee to speak to matters and then leave.

Motion proposed by John Gilliland and seconded by Pat Brown

Voting
Yes 2
No 3
Abstain 0

Motion lost

Minutes of the Previous Committee Meeting

That the minutes of the previous Committee Meeting dated Monday, 21st July 2003, be confirmed as a true and correct record of that meeting.

Motion proposed by Pat Brown and seconded by Bernie Hammar

Voting
Yes 4
No 0
Abstain 0

Motion carried

Matters Arising from Previous Minutes

Stella Painting Contract

David Bailey from Stella addressed the Committee and advised that Stella were appointed on the basis of a five-year painting maintenance program, \$40,000 in the first to repaint the foyer initially and then \$10,000 per annum for the ensuing five years to carry out annual painting maintenance.

The painting work was done and the \$40,000 paid in Year 1. Year 2 paint maintenance was performed and Stella was paid \$10,000. This was following the compilation of a defect list by Will Fisher and items in this list were carried out prior to the \$10,000 being paid.

David Bailey recounted to the Committee the events that lead to Stella's appointment noting that the original proposal was for \$50,000 and \$5,000 per annum over six years, totalling \$80,000. The price was increased due to the inclusion of the foyers in the painting specifications.

Motion

That the quotation dated 3rd May 2000 from Stella, to be attached to the minutes, be adhered to on the basis of \$10,000 per annum for a further four years for painting maintenance, amounts to be paid after the list has been responded to and signed off by the Manager and one Committee member who have carried out an

<p>Caretaker's Contract</p>	<p>inspection.</p> <p>Motion proposed by Bernie Hammar and seconded by Pat Brown</p> <p>Voting Yes 6 No 0 Abstain 0</p> <p>Motion carried</p> <p>Meeting agreed that where possible Stella Pty Ltd be requested to clarify in more details the agreed scope of the painting works in writing. Clayton Denman and Cathedral Place Management to discuss with Stella Pty Ltd and copies of any further details be attached to the minutes.</p> <p>The following people nominated and were authorised to form a sub-Committee to review the Caretaker's contract— Pat Brown, Andrew Tynan, Brian Reynolds, Ross Prior, Clayton Denman, John Gilliland and Marcus Littlewood.</p> <p>Resolved that the Committee meet in the offices of Stewart Silver King and Burns at 6pm on Tuesday, 26th August 2003, the notice to include all relevant documents.</p> <p>Managers noted that Terry Short is to act on their behalf in all communications received in relation to the Management Agreement.</p>	<p>SSKB to arrange meeting</p>
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Financial Statements

<p>The financial statements were tabled and accepted.</p> <p>Authorisation of Cheque Payments Resolved that Clayton Denman be responsible to sign off on CBC and Notre Dame. The CBC as proxy for Bernie Hammar.</p>	
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Correspondence

<p>Correspondence was distributed with the notice of meeting, tabled and accepted. Additional correspondence tabled—</p> <p><u>15th August 2003 from Liquor & Gaming Specialists</u> <u>RE backpackers liquor licence application</u></p> <p>Noted submitted by Property One Development Pty Ltd for a liquor licence at the premises situated at Cnr. Gipps and Ann Streets, Bunk Backpackers Hotel, noting the closing date for lodgement of objections as 27th August 2003. Further details see managers report</p>	
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Manager's Report

	The (attached) Manager's report, previously distributed to the Committee was tabled and accepted.		
Car Park	The meeting noted that injection sealing is taking place to address the leaks that appear to be coming from the garden beds.		
Hot Water System	The Managers reported that both B/C Blocks and A Block have now been completed, with G Block scheduled to be next. It was noted that some minor modifications had been undertaken at a cost of \$500 and were authorised by the Committee.		
Manager's Leave	The meeting noted that the Managers will be on leave from 13 th September for 23 days and Cathy and Peter Carson (relief management team) are also assisting.		
Liquor Licence – Backpackers	Resolved that the body corporate submit an objection to the licence application on the basis of loud noise late at night. Barry Budd will draft a letter for SSKB to forward to the Liquor Licence Authority.	Barry Budd	As soon as possible.

General Business

Visitor's Carpark	John Gilliland spoke to the matter of the visitor's carpark. It was noted that a postal Committee minute was passed wherein authority was given to terminate the contract with O'Briens Automatic Systems Pty Ltd. John Gilliland noted that since authority was obtained O'Briens have offered further remedial works to the boom gates. It has been decided by the Cathedral Village Committee to hold off (on behalf of the CBC) on exercising the decision to terminate the contract with O'Briens.		
Background to Allocation of Car Park Areas	Matters were discussed and both the Village and Notre Dame owners put their points of view to the CBC. It was noted by Bernie Hammar that the appropriate Brisbane City Council representative was on leave. On his return appropriate persons would conduct a meeting with him and if possible arrange for him to provide written advice to those seeking it, with regards to the legality of charging a fee to regulate carpark and the use of the subject carpark in the manner in which it is currently operated.		
Gym	Resolved that a vote of thanks be proposed to Ross Prior for arranging gym equipment, particularly as the purchase came in under budget.		

It was agreed to purchase a stereo for use in the gymnasium.

**Sealing of
Joints in
Lower Carpark
Surface**

The Committee noted Todd Engineers inspected and provided a report advising that the joints are built to code and not as Mitchell Builders asserted, expanding more than is usual.

Resolved that Clayton Denman be authorised to engage expert consulting engineers to report on and make recommendations on the repair and to determine the contract with Mitchell Builders.

Nominations

Noted committee nominations have been distributed and close on 31st August 2003.

**Exhibition of
Crafts**

A request from Millie to have an exhibition of crafts in the foyer and to start a knitting club in the building was put to the Committee.

Resolved that this be allowed, the Manager to supervise to ensure the safety of all residents.

CLOSURE

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

CONFIRMATION

DATE

CHAIRPERSON

DISTRIBUTION

DATE


BODY CORPORATE MANAGER

21-08-03

Stella Corp PTY LTD

Painting and Maintenance Contractors
A.B.N. 67-077 865-831

03.05.00

Mr D. Castick
CA-Stewart, Alder, King & Burns
Brisbane.
Believed by Hand.

Re: Cathedral Place.

Dear Doc,

Further to our joint investigation we are pleased to attach Dulux Paints reports on the present poor condition of the paint work to interior common walls.

Attached are our two costs to prepare and repaint, one being the traditional coat and the second a six year painting and paint maintenance programme.

We believe the six year programme will suit the Body Corporate and briefly explained means in year one all surfaces are prepared and repainted accordingly to Dulux specifications.

In years two to six inclusive we return to undertake our annual service, which includes cleaning all walls of visible dirt/grease.

Any areas of paint breakdown will be repainted, so on completion of each annual service the walls are left in a clean and sound condition.

All costs over the entire six years is fixed excepting any increase in gas.

We look forward to further discussions in due course.

Yours faithfully


David Bailey

PO BOX 1362
Milton Qld 4054
Email: stellaCorp@bigpond.com

PH: (07) 3217 8510
FAX: (07) 3217 8514
MOB: 0415 681 123



Stella Corp PTY LTD

Painting and Maintenance Contractors
A.B.N. 67-077 865-831

PAYMENT SUMMARY.

Option 1. Once Off traditional Cost	\$74000.00
* Option 2. Year One	\$40000.00
Year Two to Six inclusive	\$10000.00 per annum.

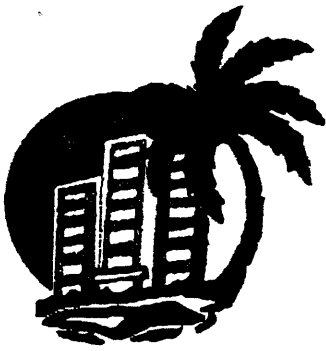
All Costs are inclusive of labour, materials and access but exclude gst.

Note: Electricity and car park areas will be required.

PO BOX 1362
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Cathedral Place Management

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Po Box 110, Fortitude Valley Q 4006.

Facsimile Transmission

To: **Jim O'Hare**
SSKB
Fax: 3010 5500

From: **Lorraine Zunker**
Date: 18-Aug-03
Page: 1 of 2

Dear Jim,

Managers report following.

Can you please advise if meeting is as per emails 19th August or as per the Agenda 18th August?

Regards,

Lorraine

Lorraine Zunker
Cathedral Place Management

CATHEDRAL PLACE MANAGEMENT

P O Box 110, FORTITUDE VALLEY QLD 4006

Telephone 07 3252 5288 Fax 07 3252 0988

MANAGERS REPORT 19th AUGUST 2003 - CATHEDRAL PLACE PRINCIPAL BODY CORPORATE MEETING

REPAIRS AND DEFECTS

The outside painting by Riley Shelley has now been completed and signed off.

Rectification to the damaged sandstone in the pool and spa area has been completed and the total area resealed. The spa was refilled on Friday 15th August and is back in use.

CAR PARK

The bottom car park still has a few leaks in some areas. We have notified Brett Robinson and are waiting on a reply or action.

HOT WATER SYSTEMS

The first of the hot water systems has been installed into B/C Blocks with the A Block system installation Monday 18th August. G Block will be the next.

OTHER ISSUES

The soon to be operational Backpackers across the road have applied for a Liquor Licence from 10.00am to 3.00am Monday to Sunday (normally 10.00am to 12.00 midnight). The closing date for objections is 28th August. The premises are being promoted as a 5 star backpackers.

Eddie and I are taking a 23-day break from 13th September. During our absence Geoffrey (Zunker) and Anne-Marie, with the capable assistance of our very experienced relief management team of Cathy and Peter Carson who had their own management rights for 8 years and have been doing relief management since November, will be responsible for the smooth running of the complex.

Lorraine & Eddie Zunker
CATHEDRAL PLACE MANAGEMENT