

Body Corporate For  
**CATHEDRAL PLACE BUP 106902**

STEWART SILVER  
 KING AND BURNS  
 STRATA MANAGEMENT

**MINUTES OF THE COMMITTEE MEETING OF THE COMMUNITY BODY CORPORATE FOR CATHEDRAL PLACE CTS 106902 HELD IN THE ONSITE MEETING ROOM, CATHEDRAL PLACE, 41 GOTHA STREET, BRISBANE, QLD 4006 ON TUESDAY 16TH SEPTEMBER 2003 AT 6.00PM.**

Level 2, The Precinct  
 12 Browning Street  
 PO Box 5955  
 West End Qld 4101  
 Telephone 07 3010 5555  
 Facsimile 07 3010 5500  
 Email [sskb@sskb.net](mailto:sskb@sskb.net)  
 Web [www.sskb.com.au](http://www.sskb.com.au)  
 abn 49 078 545 329

**PRESENT** Bernie Hammar "A" Notre Dame  
 Pat Brown "B/C" Oxford & Cambridge  
 Tony Rich "D/E" Canterbury & Westminster  
 Barry Budd "F" Duhig  
 John Gilliland Cathedral Village

**IN ATTENDANCE** Pat McGlade - Stewart Silver King & Burns (Brisbane) Pty Ltd  
 Geoff & Ann-Marie Adler  
 Peter Lewis "A" Notre Dame  
 Ross Prior "A" Notre Dame  
 John Cipolone Cathedral Village

**APOLOGIES** Clayton Denman

**CHAIRMAN** Bernie Hammar chaired the meeting.  
 Jim O'Hare

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

SUBJECT	DISCUSSION / RESOLUTION	ACTION	DUE DATE
---------	-------------------------	--------	----------

### Minutes of the Previous Committee Meeting

	<p><b>Resolved</b> that the minutes of the previous Committee Meeting dated Tuesday 19th August 2003, be confirmed as a true and correct record of that meeting, subject to letter written by Barry Budd re Backpacker license application being circulated to committee.</p>		
--	---	--	--

### Matters Arising from Previous Minutes

<p><b>Caretakers contract</b></p>	<p>Pat Brown raised concerns as to whether the letter sent to Cathedral Place Management had been approved by CBC committee. <b>Noted</b> that this approval had been ratified by way of a "Flying minute" signed by committee, and that this had been distributed by email.</p> <p><b>Noted</b> that committee had not yet received any further proposal from CPM, and was awaiting this.</p> <p><b>Resolved</b> that Geoff Adler ask Terry Short as the representative of CPM to forward to SSKB any alternative proposals on the Caretaking contract. SSKB will then circulate to committee for perusal, and a meeting between committee representatives and Terry Sort will then be scheduled in approx 2 weeks time to discuss these proposals.</p>	<p>Geoff Adler</p> <p>SSKB</p>	
-----------------------------------	--	--------------------------------	--

<b>Stella painting contract</b>	<p><b>Noted</b> that work done initially was of an excellent standard, but later work was substandard, and has had to be rectified.</p> <p><b>Further noted</b> that rectification work appears acceptable, but close supervision to be carried out at all times on painters.</p> <p><b>Resolved</b> that Stella be permitted to complete present yearly maintenance, but that other painting contractors be approached to quote on working for the Body corporate on an hourly basis, and that Stella's services be then dispensed with.</p>	CPM
---------------------------------	---	-----

## Financial Statements

Draft Financial Statements to 31 <sup>st</sup> August 2003 tabled, discussed, and accepted, subject audited figures being tabled for meeting to set budgets.	SSKB
--	------

## Correspondence

<p><b>Inwards :</b></p> <p>From Cathedral Place Management – re substitute licensees</p> <p>Concure Australia - re inspection &amp; report on carpark sealing</p> <p>Jacel Bertoldi - Unit E22 - re Vegetation removal</p> <p><b>Noted</b> that Managers have replied outlining the reasons for the removal of the tree.</p> <p>Maggie Long - Unit H23 - re discount application</p> <p><b>Noted</b> that this application had been not granted at previous meeting, and committee again ratified decision that no discount be allowed.</p> <p>Brisbane City Council - re Traffic changes proposed</p> <p><b>Noted</b> that the changes foreshadowed in this letter will result in a large increase in traffic flow in Gotha Street beside Cathedral Place.</p> <p><b>Resolved</b> that SSKB be requested to write to Brisbane City Council asking urgently for more detailed information on this proposal .</p> <p><b>Outwards :</b></p> <p>To Flowcrete Asia - re carpark surface</p> <p>Concure Australia - re acceptance of quotation for report</p>	<p>Correspondence tabled, discussed and accepted. Discussion summarised as follows:</p> <p>SSKB</p> <p>SSKB</p>
--	---

## Manager's Report

	Manager's Report, as attached to these minutes, tabled, discussed, and accepted.	
<b>Carpark</b>	<p><b>Noted</b> that committee members expressed concern as to whether all cracks are being injected.</p> <p><b>Resolved</b> that contractor be requested to advise on this , and to provide an indication on marked plans as to which cracks are being done.</p>	CPM
<b>Sandstone</b>	<p><b>Noted</b> that this repair work has been completed, but that there appears to be flaking of the sealer in some areas.</p> <p><b>Resolved</b> that contractor be asked to look at this, and also to provide maintenance instructions and warranty details.</p>	CPM
<b>Pool</b>	<b>Noted</b> that one of the large lights in pool appears to have blown almost straight after installation.	
<b>Supervision of contractors</b>	<b>Resolved</b> that committee endorse unanimously the authority of Manager's to supervise work of all contractors, and to withhold signing off on any work considered to be sub-standard.	

## General Business

<b>Repainting of lobby ceilings</b>	<p><b>Noted</b> that ceiling in main entrance lobby is requiring repainting, and further that the light fittings need replacing.</p> <p>Quotations from Glenn Robinson Painters, and Stella Painting were tabled and discussed.</p> <p><b>Resolved</b> that the quote from Glenn Robinson Painters at a cost of \$3,135.00 (incl GST), plus cost of scissor lift hire and scaffolding hire be accepted. <b>Further resolved</b> that Glenn Robinson Painters be asked to provide quotations for painting one panel in ceiling a different colour, and also for the refurbishing of the timber panel wall, and that this work be proceeded with if pricing is considered fair and reasonable by committee members.</p> <p><b>Resolved</b> that Geoff Adler and John Cipolone liase and obtain quotes for replacement bulbs and rims, or light kits, and then proceed with the replacement of the foyer lights at the best price obtained.</p>	<p>Geoff Adler</p> <p>Geoff Adler John Cipolone</p>
<b>Rental price investigation</b>	<b>Noted</b> that whilst this matter is of concern to individual owners, it is not a matter for the body corporate to become involved in, and would be better addressed by an informal meeting of interested parties.	
<b>Courier Mail delivery box</b>	<p>Tony Rich addressed the committee on the difficulty experienced in obtaining Courier Mail locally, and requested that the committee approve the installation of a locked delivery box for the use of Courier Mail subscribers to enable the paper to be delivered to the complex.</p> <p><b>Resolved</b> that approval be granted for the installation of a Courier Mail delivery box near the vending machine in garage</p>	<p>Tony Rich CPM</p>



DISTRIBUTION

DATE

BODY CORPORATE MANAGER

## COMMUNITY B/C MEETING CATHEDRAL PLACE 16/9/03

REF 7.2 Bulk electricity contract Mr Pat McGlade of SSKB was asked to leave the meeting to avoid a conflict of interest.

Bernie Hammar opened discussion explaining background problems of ERC.

Peter Lewis detailed his negotiations with ERC and proposed acceptance of a 5 year contract at \$7.50 per billing.

Ross Prior expressed concern over a five year contract.

John Gilliland proposed acceptance of ERC as supplier all agreed on the proviso that details of price and contract are settled at our next meeting.

Peter Lewis to forward a copy of the ERC proposal to John Gilliland for electronic circulation.

Agreed on the above minutes

.....  
Peter C Lewis

Agreed on the above minutes

.....  
John Gilliland