



**MINUTES OF COMMITTEE MEETING
CATHEDRAL PLACE COMMUNITY BODY CORPORATE MCP 106902**

HELD AT THE OFFICES OF SYZYG Y CORPORATION, UNIT 23, CATHEDRAL VILLAGE, 115 WICKHAM STREET, FORTITUDE VALLEY ON MONDAY 8 JANUARY 2007 AT 6PM.

Representation: **Mr Peter Lewis**
 Mr Pat Brown
 Mr Tony Rich
 Mr John Gilliland
 Mr Ken Morrisby
 Mr Randall Edwards
 Mr Peter Zunker- Resident Manager
 Ms Kellie Pratt - Representing Archers Body Corporate Management

Quorum: It was noted that a quorum was constituted as at least 50% of all members of the committee being present

Chairman: Mr Lewis chaired the meeting.

Validity of Representation: Ms Pratt provided advice to the meeting regarding the validity of the appointment of the representatives. Ms Pratt further advised that she would ensure that all future representatives were elected in accordance with the Act. It was RESOLVED to accept all those present, with the exception of Mr Peter Zunker, as the representative for each of the subsidiary bodies corporate. It was also agreed that Mr Zunker be permitted to be present for the meeting until the discussion of matters which the Committee believe to be a conflict of interest and/or confidential.
Carried 6 For, 0 Against.

Minutes of Previous Meeting: It was RESOLVED that the Minutes of the meeting held on 28 September 2006 be accepted as a true and correct record of that meeting.
Carried 6 For, 0 Against.

Water Tanks : The meeting discussed the order and installation of the water tanks and associated piping and pumps. It was agreed that:

1. Mr Rich and Mr Zunker would meet to review what arrangements have been made and ascertain where the project is at.
2. Ms Pratt is to confirm with Mr Rich that the water tanks have been paid for.
3. Mr Zunker to provide a report to Mr Lewis as to the status of the project.

Carried 6 For, 0 Against.

Oasis Renovations: Mr Zunker advised the meeting that Roof and Building Services have inspected the waterproofing and he is awaiting their written report. Mr Zunker also advised that he was still waiting for a Landscape Architect to inspect. There was some discussion as to whether it would be best for the job to be carried out in stages or as one whole project carried out all at once. It was agreed that Mr Zunker is to:

1. Make contact with GHD to obtain advice as to who would be capable of managing the project and what costs would be involved.
2. Talk to Daryl Mapin to determine a cost to do head contractor works.

The Resident Manager is not to report to owners regarding how the job will be carried out until such decision is made by the Committee. It was agreed that a separate meeting should be held solely for the further discussion of this matter and that such meeting should be held once the further information requested above is obtained – preferably by end of February.

Business Arising:**Paving**

It was agreed that Mr Zunker would arrange a quotation for self levelling of the concrete (with coloured concrete) as the pavers are not thick enough to grind flat.

Soil

Mr Zunker advised that there are presently no problem areas/holes around the pool/Oasis area. It was agreed that Mr Zunker is to immediately attend to any problem areas when/if they occur.

Mulch

Mr Zunker advised that the cost for mulch around the Oasis area would be approximately \$5,000. The meeting voiced concerns about spending this money if it is all going to be removed in the renovations but also noted concerns of any hazards created due to lack of mulch. It was agreed that Mr Zunker would investigate the cost of sand bags with mulch on top.

Speed Bump

Mr Zunker tabled a quotation with two options for installation of speed bumps. It was RESOLVED to approve expenditure up to \$3,155 subject to cost effectiveness of positioning of the bumps and that such quotation is to be revised to include (at a cost to be paid by the Village) a speed bump in the Village car park entrance.

Carried 6 For, 0 Against.

Security Key Pads

It was RESOLVED to proceed with the installation of the security key pad to the door leading in to the pool area from A block foyer on the condition that Mr Zunker obtains confirmation that such installation is approved by QFRS.

Carried 5 For, 1 Abstention.

Resident Managers Report:**Lights**

Mr Zunker tabled a quotation to hire a scissor lift and an electrician to replace the lights at a cost of \$1,760. It was agreed that Mr Zunker would ascertain whether the handyman could change the lights and hire a scissor lift at a cheaper price. It was RESOLVED that Mr Rich be authorised to approve such works.

Carried 6 For, 0 Against.

Spa

Mr Zunker and Mr Rich advised of the numerous complaints regarding inappropriate use of the spa. It was RESOLVED to:

1. Reduce the length of time the bubbles are operational. Now 9am – 8pm.
2. Mr Zunker to draft signage to be displayed stating no drinking or smoking or music permitted.
3. Mr Zunker to display temporary signage immediately until professional signage approved and installed.

Carried 6 For, 0 Against.

Correspondence:**Inward****Fax from Ray White South Brisbane**

Mr Lewis tabled correspondence from Ray White South Brisbane in regards to swipe card reactivation cost and procedure. It was agreed that Mr Zunker is to report back to the Committee on what procedures are in place, when they were put in place and why they are in place. Ms Pratt to advise Ray White that the matter is being investigated by the Committee.

Payment of Invoices:**Riley Shelley**

Ms Pratt tabled invoice from Riley Shelley Painters for balance of Year 4 service and for the full Year 5 service. Ms Pratt also tabled the sign off for the Year 5 service which was signed by Mr Eddie Zunker. Mr Zunker was asked to investigate whether the Year 5 service was actually carried out as

a number of the members felt that it had not. It was RESOLVED to pay the outstanding balance of Year 4 but NOT the Year 5 service.

NRH

Ms Pratt tabled an invoice from NRH for legal advice at a cost of \$7,878. Mr Rich questioned the inclusion of costs relating to advice provided to Mr Peter Lewis for a private meeting. Mr Rich requested that the matter be debated at the next Committee Meeting. The meeting agreed that NRH be requested to separate different matters on all future invoices. It was RESOLVED to approve payment of the invoice for \$7,878.

Carried 5 For, 1 Against.

**Proposed Budget
2006/2007:**

Coke A Cola Machines

Mr Lewis advised the meeting that the income from the Coke A Cola machines is being paid to Cathedral Place Management and that the Body Corporate is paying for the electricity to run the machines. Mr Zunker advised that he is happy to handover the machines to the Body Corporate. It was agreed that Mr Zunker is to report back to the next meeting as to what income has been received over the past twelve months.

Electricity

Mr Brown noted that B & C block electricity usage is too high and that initial findings were that the cooling tower for Village is on the same meters. It was noted that B & C are awaiting a report from the Electrician and will report back once the report is received.

Fire Servicing

Mr Zunker to monitor fire servicing agreement and ascertain expiry date.

Debt Collection

It was RESOLVED that all Bodies Corporate at Cathedral Place are to use Collect Success for all future debt collection.

Carried 6 For, 0 Against.

Pest Control

Mr Zunker to look at cockroaches on common property.

Electricity Dividends

The meeting discussed the distribution of the electricity dividends. Mr Gilliland advised the meeting that Watts Energy are able to provide an explanation and formula for the distribution of the dividends.

**Caretaking Expression
of Interest:**

The signed Deed of Acknowledgement and Indemnity was received by Mr Peter Lewis, Mr John Gilliland, Mr Ken Morrisby and Mr Randall Edwards. Mr Rich's was tabled but Mr Rich asked for it to be returned. Mr Brown advised the meeting that he is still obtaining legal advice regarding the signing of the deed. It was agreed that Mr Rich and Mr Brown were to be excluded from the discussion of the Expression of Interests until such time as they provided signed Deeds of Acknowledgement and Indemnity.

Mr Rich and Mr Brown left the meeting.

It was RESOLVED to accept the Deeds of Acknowledgement and Indemnity as being binding on the Committee.

Carried 4 For, 0 Against.

Ms Pratt left the meeting at 10.15pm.

Confirmed.

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Chairman