



**MINUTES OF A COMMITTEE MEETING OF CATHEDRAL PLACE COMMUNITY BODY
CORPORATE MCP 106902 HELD AT THE MEETING ROOM, CATHEDRAL PLACE ON
THURSDAY 22 MAY 2008 AT 6.00 PM**

Representation: Peter Zunker Cathedral Place 'A' – Notre Dame
Pat Brown Cathedral Place 'B/C' – Oxford & Cambridge
Tony Rich Cathedral Place 'D/E' – Canterbury & Westminster
Brian Fisher Cathedral Place 'F' – Duhig
Ken Morrisby Cathedral Place 'G/H' – Kensington & Sandringham
John Gilliland Cathedral Village
Conrad Beal Body Corporate Manager, Archers Body Corporate Mgt P/L

Present: Kristine Ceraolo Committee Member and Owner, Oxford & Cambridge

Quorum: It was noted that a quorum was declared constituted there was more than half (50%) of all members of the committee being present.

Chairman: Tony Rich, the Body Corporate Chairman, chaired the meeting.

Building Manager's Report: A written Building Managers Report was provided by Lorraine Zunker for Cathedral Place Management. Items in the report were considered and any action resulting or other information is recorded. A copy of the report is attached to these minutes.

Crack Injection Work

Quotes now at hand from GHD Pty Ltd and Infratech Management Consultants.
Second quote based on an hourly rate.
Body Corporate Manager to take details of requirements from first quote and request second contractor to quote on this basis.

Fire Safety Works

Quotes now at hand from Wormald of \$16,7718,450.303 per year and Spectrum Fire (existing contractor) of \$22,506.00 per year. Caretaker requested to approach Spectrum Fire to provide a better price.

Cathedral Village : Security

Stones still being used to prop open doors in toilets. John Gilliland advised that his Body Corporate has taken action to remedy the situation.

Pool Repairs

Aggregate coating on pool is lifting, requiring repair. Building Manager to provide a costing and how. Will require emptying pool and refilling, which is not allowed during Level 6 water restrictions. Caretaker to check if causing any damage to the structure.

Pool Area – Tiles Surface

Pool area requires resurfacing; temporary fix done twice, previously 2 years ago. Quotes being obtained, to continue making temporary fixes for the time being

Ergon Transformer Work

Work required on transformer. Need to bring in back-up transformer during work. No cost to Body Corporate.

Water

Caretaker advised that another load of water is required.
RESOLVED that approval be given to purchase water, and that a contractor be investigated for a better price.

Carried 6 For, 0 Against, 0 Abstain

Mulch and Sand

Gardens require mulching and beaches are short of sand. Awaiting quotes from Caretaker.

Garbage Chute Deodoriser Systems

Three systems considered for odour control in a number of bin chutes.
RESOLVED to accept quote from Deodorising Systems Australia for 6 bin chutes rental purchase over 30 months @ \$3900.00

Carried 6 For, 0 Against.

Removal of Speed Hump to allow Towing of Vehicles

Speed hump removed to enable large vehicles to be towed away.
Towing company recommends that speed bump not be placed anywhere.
Suggested be placed on in route before the door to continue to slow vehicles approaching the door. Caretaker to obtain cost.

General Business:

Insurance Renewal

John Gilliland raised the renewal of insurance, and that the Committee be given sufficient time to consider the proposals.

Body Corporate Manager to ensure that the initial renewal notice be received 4 weeks prior to renewal.

Watts Energy

Body Corporate Manager raised the inclusion of a motion at the Annual General Meeting to resolve an agreement with Watts Energy. They are currently not under an agreement. Other providers have been requested to quote, and all declined. It was agreed that the Committee are happy with Watts Energy and wish them to continue. Proposed agreement to be considered is for 1 year. Other options were considered and 1 year was considered to be the best option.

RESOLVED that a motion be placed on the Annual General Meeting agenda to resolve a new agreement.

Carried 6 For, 0 Against

Opening Balances

Peter Zunker provided a list of cost allocations produced in consultation with the Body Corporate Manager with all expenditure items that required checking provided (by invoice amounts and details) by Body Corporate Manager, which had been circulated by email prior to the meeting. Some items were considered John Gilliland advised that some items can be recovered from the BUP on which the property was located, including extraction fans.

Peter Zunker that they benefit all users of the car park, which encompasses all subsidiaries and therefore it is properly an unrestricted expense.

John Gilliland advised the meeting that the Village body corporate made no claim for ownership of the Gym Equipment or the Television Receiving equipment and therefore the costs of these items should be left with the owners which are the residential bodies corporate.

RESOLVED that the Allocations as provided be accepted with Fire Safety i.e. Spectrum, SSKB costs being allocated to Unrestricted, and Extraction fans, electricity that service the carpark would also be allocated to Unrestricted. The advice of the insurance provider and electrician in relation to the allocation of these expenses should be adopted.

Carried 6 For, 0 Against

Electricity Billing

The Maggofin report will be circulated to committee members when completed. It had already been identified that the billing for the village cooling tower is being adjusted against the wrong meters, which is part of the reason why B & C body corporate electricity bill is so high.

RESOLVED that Peter Zunker supply the body corporate manager the information necessary to rectify the billing for B & C body corporate to pass the on to Watts to correct the bills

Carried 6 For, 0 Against Carried 6 For, 0 Against

Insurance Valuation

Body Corporate Manager advised that he had obtained quotes from Napier & Blakeley to update Insurance Valuations for the residential subsidiaries (which are managed by Archers) as their valuations are now 3 years old and insurance companies recommend they be updated every 3 years, at a cost of \$440.00 plus GST for each report.

He also advised that the quote has also included the Community Body Corporate at a cost of \$440.00 each per report (Restricted and Unrestricted), and that those reports were last updated in 2006.

He further advised that the quotes are substantially less than can be obtained from other providers.

John Gilliland requested that Cathedral Village would also accept the quote and requested that they be included in the process of obtaining reports, and advised that Cathedral Village would repay the CBC the cost of providing the report.

RESOLVED that the CBC engage Napier & Blakeley to provide updated Insurance Valuations for all Subsidiaries and the CBC, Restricted and Unrestricted, at a cost of \$440.00 plus GST for each report.

Carried 6 For, 0 Against

Cathedral Place Management

Managers Report 22/05/2008

Items Completed

1. **Ready Towing.** Speed bump has been removed and Mark from Ready Towing has requested that we do not place it in another position as it makes it too difficult to remove the vehicles from B2 level.
2. **Water for Gardens.** The load of water has been delivered. If we receive no decent rain I would request that we can order another load in the near future.

Items Carried Forward – To Be Resolved

1. **Crack Injection Work.** Conrad gave me a contact at Infratec Management Consultants. Mark Flynn came and inspected the site on Tuesday the 13th May. Quote attached
Paul Sandeford from GHD sent an email asking should they delete this from their system as it is now over a year since they proposed the scope of works to address the repairs to cracks. I suggested that you still wish to go ahead so do not delete just yet.
2. **Flow Testing.** Advised Aquagas Plumbing that his quote has been accepted. He has advised that the work will be done on Monday 26th May.
3. **Fire Safety Works.** Stefan Bauer from Spectrum came on Monday 12th May to inspect site to provide the second quote for these works. We previously lodged a quote from Wormald. Quote has ~~not yet~~ arrived from Spectrum.
4. **Towing of Illegally Parked Motor Vehicles.** Still waiting for attached letter of authority from the Body Corporate Managers as passed at meeting on
5. **Driveway Signage.** Davis signs have installed 2 of the 3 signs (No Standing Tow Away Zone No Smoking). The third sign had the wrong colour paint on the wood and will be attached when it is repainted.
6. **Security in Village Shops.** Stones are still being used to prop open doors in passageways of Village.
7. **Pool Repairs.** We suggest that a quote be sort when we know that the pool can be emptied and refilled – when restrictions are lifted.
8. **Pool Area Surface.** Quotes are being sourced to continue making temporary repairs as considered necessary.
9. **Energex to do work on transformer.** Work was to be carried out on Tuesday 20th May but due to industrial action had to be postponed at the last minute. Energex is to supply 2 generators and advised that we should not experience any loss of power. There will be no cost to Cathedral Place for the use of the generators or work on transformer. Work is now to be carried out within the next two weeks depending on any further industrial action

Completed ✓

10. **Mulch and Sand.** The cost of pumping in the mulch would be prohibitive as the contractor advised that they would be required to have 'stop/go' people on the street to guide the traffic while the mulch was pumped into the gardens. This cost would be in the vicinity of \$23,000 plus the cost of the mulch. Still waiting for the quote for the bagged mulch (same company as was used last time). The sand quote has not arrived yet. Some samples have been received but still sourcing larger grain sand.
11. **Foyer Lounge Seats.** Lounge seat in foyer needs repair. Committee advised us to wait until the issue of who is paying is resolved.
12. **Down Lights in Foyer.** Committee advised us to wait until issue of who is paying is resolved.
13. **Bin Room Deodorizer Systems.** Geoff advised that the best quote was the one from Deodorising Systems Australia for the 2400Is PuraAir series ozone generator (includes Ozone monitor, circulation fan for garbage chute). Pricing includes: delivery, 18months warranty and installation. Cost is over a 30 month period at \$130 per month per unit. At the end of the period the units become the property of Cathedral Place. The cost per month for the 6 units will be \$780.00. We were paying \$822 per month for the other system. See attached quote.
14. **Collection of Water.** Quote is attached from Aquagas Plumbing with photos of similar collection at a Kangaroo Point complex.

New Business

1. **Smoke Alarms.** The smoke alarms fitted in the units are out of warranty and will expire in June 2008. Owner occupiers, outside renters and shop owners need to be aware of this important item. We have had a company go through the building checking and/or replacing smoke alarms with the Queensland Fire Services' recommended type in the investment properties. Their web site is: www.fire.qld.gov.au.
2. **TV System.** The current television reception system cannot be fixed as it fails. Currently Briz31 channel is not being received due to one component unable to be repaired. As more of the components fail, more channels will be removed. The quote (attached) is for \$9500.00 for a new system. We have requested a second quote but have not received it yet. We request approval from the residential BUP representatives to replace system now.