

Body Corporate Services Pty Limited
ABN 82 010 120 144

PO Box 466, Toowong, QLD 4066
DX 40261 Toowong
bcs_brisbane@bcssm.com.au
www.bcsm.com.au

Ph. 07 3721 7000
Fax. 07 3870 3838



MEMBER
COMMUNITY TITLES
INSTITUTE QUEENSLAND

bcs
Body Corporate Services

Minutes of the Committee Meeting of the Body Corporate for "CATHEDRAL PLACE CBC" Mixed Community Plan 106902 held on Monday, 4 April 2011 at 5:40pm in the Meeting Room "Cathedral Place", 4 Gotha Street, Fortitude Valley.

PRESENT IN PERSON

Neil Fleming, Crestina Ceraolo, Peter Zunker, John Gilliland, Theresa Stinson & Lindsay Anlezark

PRESENT BY INVITATION

John Rae representing Body Corporate Services Pty Ltd.

Todd Raumer – Caretaker

Sam King – E24

John Delaat – E83

PROXIES

Nil

APOLOGIES

Nil

CHAIRPERSON OF MEETING

Neil Fleming chaired the meeting.

QUORUM

The chairperson declared that a quorum was represented and opened the meeting at 5.40pm

1 CONFIRMATION OF MINUTES

The minutes of the previous committee meeting held on 21 March 2011 were confirmed as a true and accurate account of the proceedings at that meeting.

Vote Yes 6 No 0 Abstain 0

BUSINESS ARISING FROM MINUTES

Nil

TIMETABLE OF MAJOR WORKS FOR POOL AREA

It was RESOLVED by the Committee that an informal meeting be held on Saturday 09/04/2011 at 10.00am in the pool area so that Todd Raumer can inform and physically present to the Committee the varying works required in the pool area.

Vote Yes 6 No 0 Abstain 0

Trust us for service excellence today & beyond

Corporate Lic No: 862864, (NSW) Memberships:

National Community Titles Institute (NCTI), Institute of Strata Title Management Ltd. (NSW), Community Titles Institute QLD Ltd (CTIQ), Owners Corporations Victoria (VIC), Community Associations Institute (USA), Urban Development Institute of Australia (NSW)

Branches: (NSW): Sydney, Central Coast, Forster-Tuncurry, Miranda, Mona Vale, Newcastle, Port Stephens, Tweed Heads, Willoughby, Wollongong (QLD): Brisbane, Cairns, Coolangatta, Gold Coast, Mackay, Noosa, Port Douglas, Townsville (VIC): Hawthorn, Melbourne

Typed by: M. Reid

CATHEDRAL PLACE CBC MCP 106902

FUTURE COMMITTEE MEETINGS

It was RESOLVED by the Committee to maintain Committee meetings being conducted on Monday nights albeit on a four weekly basis unless circumstances require a Committee meeting to be called prior to the next four weekly meeting.

Vote Yes 5 No 1 Abstain 0

FORMALISATION OF CARETAKING CONTRACT

It was RESOLVED by the Committee that John Rae is to meet with Todd Raumer to discuss all aspects of a formal caretaking or employee agreement (including duties and caretaking fee/salary), and to report back to the Committee with his recommendations.

Vote Yes 6 No 0 Abstain 0

GENERAL BUSINESS

Gadens Lawyers

It was RESOLVED by the Committee to authorise the payment of the tabled Gadens Lawyers Invoice No 103485 totalling \$4,079.34 for work performed on the Visitors Carpark Dispute in February 2011, and further that such payment be ratified at the next general meeting of the body corporate.

Vote Yes 5 No 0 Abstain 1

Letter From Owner Of A55 (Carpark 312)

It was RESOLVED by the Committee that from CPCBC point of view the kayak stored in carpark number 312 be approved in relation to the caretaker performing his duties, PROVIDED that the kayak remains wholly within the confines of carpark number 312, AND FURTHER, it was noted by the Committee that again from a CPCBC point of view, bikes are not to be allowed to be stored in carparks, and the bike racks are to be stored.

Vote Yes 6 No 0 Abstain 0

Carpark Items

It was RESOLVED by the Committee that Body Corporate Services is to advise all residents that items stored in their carparks are to be removed by no later than Thursday 21st April 2011, UNLESS the subject items have previously been approved in writing by the Committee to be allowed to remain in the carparks.

Vote Yes 6 No 0 Abstain 0

Cleaning of Entire Carpark Areas

It was RESOLVED by the Committee to accept the tabled quotation from 99 Services totalling \$13,860.00 inclusive of GST for the pressure cleaning of all the carpark areas as detailed, with the work to be performed over the Easter period, and further, that the cost will be met by way of a levy to all BUP's, unless a satisfactory alternative payment method can be agreed upon.

Vote Yes 6 No 0 Abstain 0

Signing and Sealing of Deeds of Termination

It was RESOLVED by the Committee to instruct the body corporate manager to apply the common seal and sign where required the two tabled Deeds of Termination prepared by R. D. Martin and Co Lawyers, wherein "Kensington and Sandringham" and "Duhig" formally terminate the Management and Administration Agreements with CPCBC.

Vote Yes 6 No 0 Abstain 0

CLOSURE

There being no further business the chairperson declared the meeting closed at 7.10pm.

CONFIRMED AS A TRUE AND ACCURATE RECORD

Chairperson: _____ **Date:** _____

Secretary **Crestina Ceraolo**
Address **c/- John Rae**
 Body Corporate Services Pty Limited
 PO Box 466 Toowong Qld 4066