

Minutes of the Committee Meeting of the Body Corporate for "CATHEDRAL PLACE CBC" Mixed Community Plan 106902 held on Thursday, 14 June 2012 at 5:30pm at the Meeting Room, "Cathedral Place", 41 Gotha Street, Fortitude Valley.

PRESENT IN PERSON

Neil Fleming, Lindsay Anlezark, Chris Byrnes, Doris Engel & John Gilliland.

APOLOGIES

Theresa Stinson

IN ATTENDANCE

John Rae representing Body Corporate Services Pty Ltd.

Todd Raumer – Caretaker

Danielle Bidek – Caretaking Admin Assistant

Peter Zunker – A140, P Spicer – A55, Byron Rabone – V21

CHAIRPERSON OF MEETING

Neil Fleming chaired the meeting.

QUORUM

The chairperson declared that a quorum was represented and the meeting was declared open at 5:30pm.

1 CONFIRMATION OF MINUTES

Procedural motion

That the minutes of the committee meeting held on 21 May 2012 be confirmed as a true and correct record of the proceedings at that meeting.

Vote	Yes 5	No 0	Abstain 0
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BUILDING MANAGEMENT REPORT

It was **RESOLVED** by the committee to accept the tabled building management report which had been emailed to Committee Members three days before the meeting

Vote	Yes 5	No 0	Abstain 0
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BUSINESS ARISING FROM BUILDING MANAGEMENT REPORT

- Fire Door Rectification

It was **RESOLVED** by the Committee that EDE Construction and Property Maintenance be authorised to perform the necessary work for compliance of the fire doors at a cost not to exceed \$2,000.00

Vote	Yes 5	No 0	Abstain 0
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Enhancing Community Living

- Replacement of Carpet for Common Area of BUP's

It was **RESOLVED** by the Committee to have the Caretaker conduct further negotiations on the price for supply and installation of the subject carpet with FloorXtra, and further, that the caretaker is authorised to approve the acceptance provided that the cost does not exceed \$210,000.00 inclusive of GST, with the individual BUP's to confirm their acceptance via appropriate EGM's.

Vote Yes 4 No 0 Abstain 1

- Swipe Audit

It was **RESOLVED** by the Committee that the Caretaker should arrange for the first Body Corporate swipe audit to be held in the first two weeks of August 2012 with a step by step process as listen below:

- Notices be installed in the appropriate lefts AND placed under residents doors advising of the swipe audit to be conducted in August approximately in mid July, with emphasis on the fact that swiped NOT AUDITED by mid August WILL BE CANCELLED, and such notice will also advise the dates and times that swipes can be audited at the Caretaker's office, (initially envisaged to be 9:00am to 5:00pm Monday to Friday inclusive and Saturday 9:00am to 11:00am).
- Immediately before the commencement of the swipe audit fresh and more succinct notices are to be placed in the appropriate lifts and under residents doors advising that they have 14 days left to have their swipes audited, at the end of which the swipes not audited WILL BE RENDERED INOPERABLE.
- The Caretaker following the close of the audit in mid August is NOT TO attend after hours callouts for swipes rendered inoperable

Vote Yes 4 No 0 Abstain 1

- Carparks Rental

It was **RESOLVED** by the Committee that the Caretaker is to place a notice in lefts and other areas considered appropriate stating, "any carpark found to be rented to an outside person/s will have the swipe cancelled", and further, that it be noted Brisbane City Council regulations forbid such rentals occurring

Vote Yes 5 No 0 Abstain 0

- Discount on levies 10%

It was **RESOLVED** by the Committee that at the next general meeting, a motion be placed on the Agenda which reverses a previous motion of adopting a 20% discount on levies and replacing it with an appropriate motion for a 10% discount on levies to be adopted.

Vote Yes 5 No 0 Abstain 0

- Opening Balances BUP Expenses – Reversed

It was **RESOLVED** by the Committee that Motion 8 in the Extraordinary General Meeting held on 23 December 2010 to be reversed in the form of a motion at the next general meeting of the body corporate.

Vote Yes 5 No 0 Abstain 0

GENERAL BUSINESS

- Small Bike Rack

It was **RESOLVED** by the Committee to purchase a small bike rack for the specified area in B2's carpark at a cost not to exceed \$1,500.00

Vote Yes 4 No 0 Abstain 1

- Notre Dame Common Area Toilet & Vanity

It was **RESOLVED** by the committee that the caretaker be reminded that the vanity area is to be cleaned by the staff of CPCBC, and further, that the Letting Agent be reminded that the adequate supply of paper towels and toilet paper are her responsibility.

Vote Yes 4 No 0 Abstain 1

- Transfer of Surplus Electricity Monies

It was **RESOLVED** by the Committee to instruct Watts Energy (Charmaine Loobun) to transfer \$36,000.00 of available monies in the Electricity Account to the Unrestricted Fund of the CPCBC.

Vote Yes 5 No 0 Abstain 0

- Issuing of Credit Note – Cathedral Village General Debtor

It was **RESOLVED** by the Committee to issue a credit note totalling \$19,822.01 against the general debtor account of Cathedral Village, and further, that if \$12,703.54 is not paid (as agreed by John Gilliland) within 30 days then recovery action will be commenced.

Vote Yes 5 No 0 Abstain 0

CLOSURE

There being no further business the chairperson declared the meeting closed at 6:30pm.

Secretary Chris Byrnes

**Address c/- John Rae
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