

**MINUTES OF THE ANNUAL GENERAL MEETING OF  
THE BODY CORPORATE FOR CP 'D/E' CANT & WESTMINSTER BUILDING UNITS PLAN 106911  
HELD AT THE MEETING ROOM, CATHEDRAL PLACE, 41 GOTHA STREET,  
FORTITUDE VALLEY, QLD 4006 ON WEDNESDAY, 8<sup>TH</sup> FEBRUARY 2012, AT 5.30PM.**

**Representation:**

Mr S Coote	Owner Lot 4
Mrs L Atwill	Co-Owner Lot 20
Mr S King	Owner Lot 24
Ms D Krivokapic	Co-Owner Lot 27
Mr A Rich	Owner Lot 73
Mr J Delaat	Co-Owner Lot 83
Mr N Fleming	Owner Lot 96
Mr Grant Mifsud & Miss Courtney Camille	Representing Archers Body Corporate Management Pty Ltd

**Apologies:** Nil

**Proxies:**

Mr A Freeman Lot 3 in favour of Mr P Zunker  
 Mr L & Mrs J Quinlivan Lot 7 in favour of Mr P Zunker  
 Ms J Morris Lot 11 in favour of Mrs L Zunker  
 Mr G Lee Lot 31 in favour of Mr N Fleming  
 Mr J & Mrs M Saxil Lot 34 in favour of Tod Raumer  
 Ms J Westerhout Lot 36 in favour of Mr P Zunker  
 Ms L Chung Lot 41 in favour of Mr N Fleming  
 Mr J & Mrs J Loh Lot 46 in favour of Mr P Zunker  
 Mr J Blake Lot 54 in favour of Mr N Fleming  
 Mr S & Mrs I Chow Lot 60 in favour of Mr P Zunker  
 Mr W Qian & Ms H Qin Lot 67 in favour of Mrs I Zunker  
 Mr J MacAlino Lot 87 in favour of Mr N Fleming  
 Mr T Weale Lot 95 in favour of Mr P Zunker  
 Mr J & Mrs M Felsch Lot 97 in favour of Mr N Fleming

**Company Nominees:** Nil

**Voting Papers:**

Mrs L Zunker	Representing Lot 11, 67
Ms K Riedel	Owner Lot 72
Mr N Mullen	Owner Lot 85

**Quorum:** As greater than 25% of the financial owners were represented either by person, by proxy or by voting paper, a quorum was formed.

**Chairperson:** Neil Fleming

**Ordinary Resolution – Minutes of Previous Meeting:** The following motion was read to the meeting:-

That the Minutes of the Annual General Meeting held on 31st January 2011 and forwarded to Body Corporate members thereafter, be adopted as a true and correct record.

**This motion was declared CARRIED with the following votes received:-**  
**YES: 20      NO: Nil      ABSTAIN: 3      INVALID: Nil**

**Ordinary Resolution – Statement of Accounts:** The following motion was read to the meeting:-

That the Audited Statement of Accounts for the year ended 31st August 2011 together with Balance Sheet as at that date be received and adopted.

**This motion was declared CARRIED with the following votes received:-**  
**YES: 22      NO: Nil      ABSTAIN: 1      INVALID: Nil**

**Special Resolution –  
Audit of the Books  
and Records of the  
Body Corporate:**

The following motion was read to the meeting:-

It is resolved that the Body Corporate's Statement of Accounts for the financial year ending 31st August 2012 NOT be audited.

**This motion was declared NOT CARRIED with the following votes received:-  
YES: 2            NO: 21            ABSTAIN: Nil            INVALID: Nil**

**Ordinary Resolution  
– Appointment of  
Auditor:**

The following motion was read to the meeting:-

That in the event of an audit being required, the audit of the Books and Accounts of the Body Corporate shall be carried out by:

**Kim Colyer – PKF Chartered Accountants**

**This motion was declared CARRIED with the following votes received:-  
YES: 23            NO: Nil            ABSTAIN: Nil            INVALID: Nil**

**Ordinary Resolution  
– Administrative  
Fund Budget &  
Contributions:**

The following motion was read to the meeting:-

That pursuant to Sections 32, 38A & 38B of the Building Units and Group Titles Act 1980, the Administrative Fund for the year ending 31st August 2012 be \$452,971.00 Gross (being \$58.87per unit of entitlement) and that pursuant to Sections 32, 38A and 38B of the Building Units and Group Titles Act 1980, the contributions in respect to the Administrative Fund shall be subject to a discount of 20% if paid within 30 days of the contribution being levied and shall be due & payable as follows:-

<u>Period</u>	<u>Contribution per Unit of Entitlement</u>		<u>Due Date for Payment</u>
	Gross	Nett	
01/09/11 – 30/11/11	\$12.65	\$10.12	already levied
01/12/11 – 29/02/12	\$12.65	\$10.12	already levied
01/03/12 – 31/05/12	\$16.785	\$13.425	01/03/12
01/06/12 – 31/08/12	\$16.785	\$13.425	01/06/12

It is further resolved that, pursuant to Sections 32, 38A & 38B of the Building Units and Group Titles Act 1980, as the Treasurer be authorised to issue the levy notices for the first period of the new financial year at the same annual rate as follows:-

<u>Period</u>	<u>Contribution per Unit of Entitlement</u>		<u>Due Date for Payment</u>
	Gross	Nett	
01/09/12 – 30/11/12	\$14.7175	\$11.7725	01/09/12
01/12/12 – 28/02/13	\$14.7175	\$11.7725	01/12/12

**This motion was declared CARRIED with the following votes received:-  
YES: 23            NO: Nil            ABSTAIN: Nil            INVALID: Nil**

**Ordinary Resolution  
– Sinking Fund  
Budget &  
Contributions:**

The following motion was read to the meeting:-

That pursuant to Sections 32, 38A & 38B of the Building Units and Group Titles Act 1980, the Sinking Fund for the year ending 31st August 2012 be \$90,752.00 Gross (being \$11.79 per unit of entitlement) and that pursuant to Sections 32, 38A & 38B of the Building Units and Group Titles Act 1980, the contributions in respect to the Sinking Fund shall be due & payable as follows:-

<u>Period</u>	<u>Contribution per Unit of Entitlement</u>		<u>Due Date for Payment</u>
	Gross	Nett	
01/09/11 – 30/11/11	\$4.1075	\$3.286	already levied
01/12/11 – 29/02/12	\$4.1075	\$3.286	already levied
01/03/12 – 31/05/12	\$1.7875	\$1.429	01/03/12
01/06/12 – 31/08/12	\$1.7875	\$1.429	01/06/12

It is further resolved that, pursuant to Sections 32, 38A & 38B of the Building Units and Group Titles Act 1980, the Treasurer be authorised to issue the levy notices for the first period of the new financial year at the same annual rate as follows:-

<u>Period</u>	<u>Contribution per Unit of Entitlement</u>		<u>Due Date for Payment</u>
	Gross	Nett	
01/09/12 – 30/11/12	\$2.9475	\$2.3575	01/09/12
01/12/12 – 28/02/13	\$2.9475	\$2.3575	01/12/12

**This motion was declared CARRIED with the following votes received:-  
YES: 23      NO: Nil      ABSTAIN: Nil      INVALID: Nil**

**Ordinary Resolution  
– Confirmation of  
Insurance:**

The following motion was read to the meeting:-

It is resolved that the following insurance be confirmed:-

Insurer:	Strata Unit Underwriters
Policy No:	0S61447318
Due Date:	31/08/12
Sum Insured:	Building      \$183,085,340.00
	Public Liability      \$20,000,000
	Office Bearers      \$2,000,000
	Fidelity Guarantee      \$100,000.00
	Voluntary Workers      \$2000.00/\$200,000.00
Premium:	\$PBC Paid

And that the committee of the body corporate be authorized to obtain quotes and place insurance based on the best premium and policy available for the financial year ended 31st August 2013.

**This motion was declared CARRIED with the following votes received:-  
YES: 23      NO: Nil      ABSTAIN: Nil      INVALID: Nil**

**Ordinary Resolution  
– Renewal of  
Administration  
Agreement:**

The following motion was read to the meeting:-

That under the authority of Section 91 of the Building Units and Group Titles Act 1980, the body corporate engage Archers Body Corporate Management as its Body Corporate Manager for the supply of administrative services to the body corporate for a period of one (1) year commencing on the 1<sup>st</sup> September 2012, the fee being \$112.87 per lot p.a. (Excl GST) the terms of which are stated in the engagement which has been circulated to the members of the body corporate. It is further resolved that the common seal of the body corporate be affixed to the Administration Agreement and same be signed by two members of the committee of the body corporate.

**This motion was declared CARRIED with the following votes received:-  
YES: 23      NO: Nil      ABSTAIN: Nil      INVALID: Nil**

**Ordinary Resolution  
– Minutes of  
Committee Meetings  
Submitted by owner  
Lot 73**

The following motion was read to the meeting:-

That the committee meeting minutes be published on cpowers.com.au after each and every committee meeting. richtony02@yahoo.com.au

**Moved by Anthony Rich:**

That the Body Corporate approve the amendment of motion 9 Minutes of Committee Meetings, to the following:

That the committee meeting minutes be published on cpowers.com.au after each and every committee meeting to be done on a voluntary basis. richtony02@yahoo.com.au

**This motion was declared CARRIED with the following votes received:-**

**YES: 19      NO: Nil      ABSTAIN: Nil      INVALID: Nil**

The following motion was read to the meeting:-

That the committee meeting minutes be published on cpowers.com.au after each and every committee meeting to be done on a voluntary basis. richtony02@yahoo.com.au

**This motion was declared CARRIED with the following votes received:-**

**YES: 17      NO: 1      ABSTAIN: 1      INVALID: Nil**

**Ordinary Resolution  
– CPC BC Minutes  
Submitted by owner  
Lot 73**

The following motion was read to the meeting:-

That in the spirit of transparency and openness, the owners of Canterbury and Westminster instruct their representative on CPC BC to move a motion that the CPC BC minutes be published on the cpowers.com.au website after each and every meeting. richtony02@yahoo.com.au

**Moved by Anthony Rich:**

That the Body Corporate approve the amendment of motion 10 CPC BC Minutes, to the following:

That in the spirit of transparency and openness, the owners of Canterbury and Westminster instruct their representative on CPC BC to move a motion that the CPC BC minutes be published on the cpowers.com.au website after each and every meeting to be done on a voluntary basis. richtony02@yahoo.com.au

**This motion was declared CARRIED with the following votes received:-**

**YES: 19      NO: Nil      ABSTAIN: Nil      INVALID: Nil**

The following motion was read to the meeting:-

That, in the spirit of transparency and openness, the owners of Canterbury and Westminster instruct their representative on CPC BC to move a motion that the CPC BC minutes be published on the cpowers.com.au website after each and every meeting to be done on a voluntary basis. richtony02@yahoo.com.au

**This motion was declared CARRIED with the following votes received:-**

**YES: 17      NO: 2      ABSTAIN: Nil      INVALID: Nil**

**Ordinary Resolution  
– Safe usage of the  
spa  
Submitted by owner  
Lot 73**

The following motion was read to the meeting:-

That the owners' representative on the CPC BC committee move that the CPC BC ensure that to comply with Workplace Health and Safety requirements the spa be fully and adequately illuminated both within the spa and from above. richtony02@yahoo.com.au

***The Chairperson ruled this motion out of order on the basis that the motion is unenforceable due to ambiguity and no quotations were provided.***

**Election of  
Committee:**

**CHAIRPERSON:**

As the total number of candidates was more than the maximum members required a ballot was conducted and resulted in the following.

**Mr Anthony Rich – 1 vote received**

**Mr Neil Fleming – 20 votes received (duly elected)**

**SECRETARY:**

As no nominations were received for the position of Secretary, nominations were called from the floor resulting in **Ms Danka Krivokapic** being duly elected.

**TREASURER:**

As no nominations were received for the position of Treasurer, nominations were called from the floor resulting in **Mr Sam King** being duly elected.

**COMMITTEE POSITIONS:**

As no nominations were received, nominations were called from the floor resulting in the following members being duly elected:-

**Mr John Delat**

**Ms Lucy Montgomery**

**Mr Shane Coote**

**Mr Stephen Atwill**

**CBC REPRESENTATIVE**

As the total number of candidates was more than the maximum members required a ballot was conducted and resulted in the following.

**Mr Anthony Rich – 1 vote received**

**Mr Neil Fleming – 20 votes received (duly elected)**

**The Body Corporate Manager and the Caretaking Service Contractor are both members of the committee as NON-VOTING Members.**

**Please Note:**

**A member's position automatically becomes vacant if the member is not present personally or by proxy at 2 consecutive meetings of the committee without the committee's leave.**

There being no further business, the meeting closed at 6:45 p.m.

Confirmed.

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Chairperson