

**MINUTES OF A COMMITTEE MEETING OF THE BODY CORPORATE FOR
CP 'A' NOTRE DAME BUP 106912 TO HELD AT HELD AT
THE MEETING ROOM, CATHEDRAL PLACE, 41 GOTHA ST, FORTITUDE VALLEY
ON 12th SEPTEMBER 2011 AT 5.30PM.**

- Representation:** Lindsay Anlezark Chairperson
Noel Murphy Secretary
Peter Zunker Treasurer
Kelvin Abrahams Ordinary Committee Member
Noel Murphy Ordinary Committee Member
Todd Raumer Caretaker
Grant Mifsud Representing Archers Body Corporate Management
- Proxies:** Lorrain Zunker in favour of Peter Zunker
- Apologies:** Nil
- Quorum:** It was noted that a quorum was constituted as at least 50% of all members of the committee were present.
- Chairperson:** Lindsay Anlezark
- Caretakers Report:** **Pool**
It was noted that pool works have commenced and are proceeding as planned.
- Playground**
It was noted that installation of a playground has been proposed via the CBC.
- Bin Room**
It was noted that the issue with closure of room doors is progressing.
- Lot 9 Complaint**
It was noted that the matter has been dealt with at an informal CBC meeting and an apology issued on behalf of the Body Corporate by Peter Zunker. It was also noted that in hindsight the Caretaker should have been consulted prior to ensure all views are considered.
- It was noted that the letter issued is to be retracted by Peter Zunker on behalf of the CBC and that a complaints handling policy is possibly being developed to deal with any future complaints received by the CBC.
- Minutes of Previous Meeting:** RESOLVED that the minutes of the previous Committee Meetings held be adopted as a true record of those meetings:
- Committee Meeting held 3rd May 2011
 - Committee Resolution dated 15th August 2011
- Carried 5. For, Nil. Against.**
- Business Arising:** **Carpets**
It was noted that the project is on hold for the time being due to other projects taking priority.
- Inward and Outward Correspondence:** List of correspondence was tabled.
- Gadens Lawyers – Visitor Car park Dispute**
Correspondence dated 19th May 2011 was tabled. It was noted that draft by-laws in anticipation of a successful outcome are being considered by the CBC which have been distributed to all BUP Committees. It was also noted that the CBC are dealing with the matter and that a trial to be held in January 2012.

Lot 139 – Levies

Correspondence dated 25th July 2011 was tabled.

RESOLVED that a letter is to be issued to the owner advising that contact details are available on the CBC website.

Carried 5. For, Nil. Against.

Lot 127- Hard Flooring

Correspondence dated 4th August 2011 was tabled.

RESOLVED that a letter is to be issued to the owner advising that noise is defined by any complaints received and suggest that installer certification is obtained to ensure noise ratings are adequate for use.

Carried 5. For, Nil. Against.

Cathedral Place Management - Letting Agreement

Correspondence dated 30th August 2011 was tabled.

RESOLVED that the following motion be submitted to the next General Meeting:

“That the Body Corporate enter into the letting agreement with the owners of Lot 4 of Notre Dame as attached to this notice of meeting and the body corporate manager be authorised to take all steps necessary to execute the agreement.”

Carried 5. For, Nil. Against.

Further RESOLVED that the agreement terms are to be reviewed and adjusted as necessary prior to being submitted to the AGM.

Carried 5. For, Nil. Against.

Lot 9 Complaint

Correspondence dated 5th September 2011 was tabled.

It was noted that the matter was dealt with as part of the Caretakers Report.

RESOLVED to accept correspondence as read.

Carried 5. For, Nil. Against.

General Business:

Lot 156 Storage

The Chairperson advised that a request has been received from the lot owner requesting information regarding the possibility of installing storage facilities in the lot exclusive use car park.

RESOLVED that a response is to be provided advising that storage facilities in car parking spaces are not permitted. Chairperson to attend.

Carried 5. For, Nil. Against.

Painting

It was noted that the Chairperson will liaise with the Caretaker regarding hall way painting.

General Repairs

RESOLVED that approval be granted to the Caretaker for general repairs to existing facilities up to an amount of \$3,000.00.

Carried 5. For, Nil. Against.

Levy Requests

RESOLVED that future levy arrears requests may be approved by the Chairperson and Treasurer which may also be referred to Committee if required.

Carried 5. For, Nil. Against.

Vending Machine Income

RESOLVED that the matter is investigated for consideration at the next meeting.

Carried 5. For, Nil. Against.

CBC Employee Insurance

RESOLVED that insurance cover is to be requested to be investigated by the CBC and the outcome reported at the next meeting.

Carried 5. For, Nil. Against.

**Date of Next
Committee
Meeting:**

To be advised.

There being no further business, the meeting closed at 7.00pm.

Confirmed.

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Chairperson