

**MINUTES OF A COMMITTEE MEETING OF THE BODY CORPORATE FOR
CP 'G/H' KENS & SAND BUILDING UNITS PLAN 106966
HELD AT THE MEETING ROOM, CATHEDRAL PLACE, 41 GOTHA STREET, FORTITUDE
VALLEY ON MONDAY, 28TH NOVEMBER 2011 AT 6:00PM**

- Representation:** Theresa Stinson - Chairperson/Secretary
Michael Pointing - Treasurer
Peter Zunker - Ordinary Committee Member
Rajesh Kodandaraj - Ordinary Committee Member
Todd Raumer - Caretaker (arrived 6.30pm)
Grant Mifsud - Representing Archers Body Corporate Management P/L
- Quorum:** It was noted that a quorum was constituted as at least 50% of all members of the committee were present.
- Chairperson:** Theresa Stinson
- Minutes of Previous Meeting:** RESOLVED that the minutes of the previous Committee Meetings be adopted as a true record of those meetings:
- Committee Meeting 29th August 2011
 - Committee Resolution 3rd October 2011
 - Committee Resolution 8th November 2011
- Carried 4 For, Nil Against.**
- Inward and Outward Correspondence:** **Lot 67 Pet Request**
Request dated 15th November 2011 was tabled.
- RESOLVED to approve the request as tabled subject to compliance of standard pet approval conditions.
Carried 4 For, Nil Against.
- Lot 22 Levy Arrears**
Request dated 25th November 2011 was tabled.
- RESOLVED to approve the request as tabled subject to payment of \$500.00 within 14 days in the first instance.
Carried 4 For, Nil Against.
- Further RESOLVED that in the event of default of the approved payment plan, the owner will be subject to debt recovery action without further notice.
Carried 4 For, Nil Against.
- It was noted that all other correspondence has been dealt with outside of formal meetings.
- RESOLVED to accept correspondence as read.
Carried 4 For, Nil Against.
- Financial Statements:** Financial Statements for the period ended 31st August 2011 were tabled.
- RESOLVED to accept Financial Statements as tabled.
Carried 4 For, Nil Against.
- Electronic Notices**
RESOLVED that a notice is issued to all owners requesting update of address to an email address prior to issue of the AGM notice.
Carried 4 For, Nil Against.
- Proposed Administrative Fund Budget:** Administrative Fund Budget for the year ending 30th August 2012 was tabled for consideration.
RESOLVED to approve the budget as tabled.
Carried 4 For, Nil Against.

Further RESOLVED that a note be added to the notice of AGM advising that CBC budget and financial information is available via the CP Owners website: www.cpowners.com

Proposed Sinking Fund Budget:

Sinking Fund Budget for the year ending 30th August 2012 was tabled for consideration.
RESOLVED to approve the budget as tabled.
Carried 4 For, Nil Against.

The Caretaker joined the meeting at this juncture.

Caretakers Report:

Energy Saving Bulk Lighting Purchase

RESOLVED that the purchase of lighting at a cost of up to \$16.00 per light is approved subject to all BUP's agreement.
Carried 4 For, Nil Against.

Carpet Replacement

It was noted that samples are available in the meeting room for all members to view. It was further noted that a selection process will be developed by the Caretaker to allow owners input.

Business Arising:

Painting and Artwork

It was noted that some painting has been undertaken and that a feature wall and art work will be considered once carpet is replaced.

Security Swipe Audit

It was noted that an audit is progressing.

General Business:

Annual General Meeting:

Motions for Annual General Meeting:

Statutory Motions

Prior Minutes, Financial Statements, Audit, Appointment of Auditor – PKF, Administrative Fund Budget, Sinking Fund Budget & Insurance.

Additional Motions

Appointment of Body Corporate Manager
Letting Agreement

RESOLVED that the above motions are to be submitted for approval at the forthcoming Annual General Meeting.

Carried 4 For, Nil Against.

Date for Annual General Meeting:

RESOLVED that the Annual General Meeting is held on 16th February 2012 at 5.30pm.

Carried 4 For, Nil Against.

Gym Noise

It was noted that noise is emanating and disturbing residents. It was also noted that a quotation to remedy the issue has been submitted to the CBC for consideration.

RESOLVED to contribute to the quotation cost of up to \$950.00 subject to all BUP's agreement

Carried 4 For, Nil Against.

Date of Next Committee Meeting:

To be advised.

There being no further business, the meeting closed at 7.30pm.

Confirmed.Chairperson