

**MINUTES OF A COMMITTEE MEETING OF THE BODY CORPORATE FOR
CP 'F' DUHIG COMMUNITY TITLES SCHEME 106965
HELD AT THE MEETING ROOM, CATHEDRAL PLACE, 41 GOTHA STREET,
FORTITUDE VALLEY ON THURSDAY, 17TH NOVEMBER 2011 AT 5.30PM.**

- Representation:** Peter Zunker - Chairperson/Treasurer
Lorraine Zunker - Secretary
Gil Bick - Ordinary Committee Member
Chris Byrnes - Ordinary Committee Member
Todd Raumer - Caretaker (departed 6.00pm)
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:** Peter Zunker
- Minutes of Previous Meeting:** RESOLVED that the minutes of the previous Committee Meetings be adopted as a true record of those meetings:
- Committee Meeting 25th June 2011
 - Committee Resolution 30th August 2011
 - Committee Resolution 16th November 2011
- Carried 4 For, Nil Against.**
- Business Arising:** **Lot 74 Business Operations**
It was noted that correspondence has been issued to the Lot Owner without a response to date.
- Noise – Birdee Num Num**
Noted that a formal complaint has been made by Chris Byrnes on behalf of the Body Corporate without any response.
- Inward and Outward Correspondence:** **Lot 10 Fire Door**
It was noted that a demand to replace the fire door has been issued with 14 days to comply.
RESOLVED that Gill Bick will make contact with the Owner to request compliance.
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.
- Caretakers Report:** The Caretaker reported various CBC issues which are listed in the recent CBC minutes. It was noted that the minutes are available via the Caretaker.
- Energy Saving Bulk Lighting Purchase**
RESOLVED that the purchase of lighting at a cost of up to \$17.00 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.
- Tree Removal**
RESOLVED to approve removal of a tree. Details can be provided by the Caretaker upon request.
Carried 4 For, Nil Against.
- The Caretaker departed the meeting at this juncture.**

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 sought for CBC consideration. RESOLVED that the quotation is to be tabled at the next CBC meeting by the representative.

Carried 4 For, Nil Against.

General Business: Balcony Blinds and Enclosures

It was noted that the CBC has requested that no further approvals are granted due to ongoing Council issues. It was further noted that the CBC is pursuing the matter and the outcome will be provided by the representative when resolved.

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.

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.

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 13th February 2012 at 5.30pm.

Carried 4 For, Nil Against.

CBC Representative

RESOLVED to approve the appointment of Chris Byrnes as Representative to the CBC and the Chairperson and Secretary are authorised to execute the notice of appointment.

Carried 4 For, Nil Against.

Date of Next Committee Meeting:

To be advised.

There being no further business, the meeting closed at 6.45pm.

Confirmed.

..... Chairperson