

MINUTES of the Annual General Meeting of the Body Corporate for  
 THE APARTMENTS CALOUNDRA CTS 27133  
 held at Unit 5, 42-44 Warne Terracce, Caloundra on  
 Friday 28 October 2016.

***The meeting opened at 4.10pm***

<b>PRESENT</b>	Mr J & Mrs A Roberts                      Lot 1 Mr J & Mrs D Miller                         Lot 5
<b>IN ATTENDANCE</b>	Mrs Kathryn Hunter-Smith <i>representing</i> StrataLiving BCM
<b>APOLOGIES</b>	Nil
<b>PROXIES</b>	No proxies were received.
<b>VOTING PAPERS</b>	Mr F Brigden                                      Lot 3 Mr P & Mrs J Cavanagh                      Lot 6
<b>QUORUM</b>	As at least 25% of the proprietors were present either in person, by proxy or by voting paper, a quorum was formed.
<b>CHAIRPERSON</b>	Dawn Miller

<b>MINUTES</b>	RESOLVED that the minutes of the last Annual General Meeting held 8 October 2015 a copy of which has been circulated previously to members be confirmed and signed as a true record of the proceedings at that meeting. <b>MOTION CARRIED      YES    3      NO    Nil      ABSTAIN    1</b>
<b>FINANCIAL STATEMENTS</b>	RESOLVED that the statement of accounts for the year ended 31 July 2016 form part of the body Corporate records. <b>MOTION CARRIED      YES    4      NO    Nil      ABSTAIN    Nil</b>
<b>AUDIT OF ACCOUNTS</b>	RESOLVED that the body corporate statement of accounts for the financial year ending 31 July 2017 <b>not</b> be audited. <b>MOTION CARRIED      YES    3      NO    Nil      ABSTAIN    1</b>
<b>ADMINISTRATIVE FUND</b>	RESOLVED that the Administrative Fund budget amounting to \$31,000.00 net (being \$31.00 net per Contribution lot entitlement per year) for the twelve month period from 1 August 2016 to 31 July 2017 be approved and adopted. <b>MOTION CARRIED      YES    4      NO    Nil      ABSTAIN    Nil</b>
<b>SINKING FUND</b>	RESOLVED that the Sinking Fund budget amounting to \$28,800.00 net (being \$28.80 net per Contribution lot entitlement per year), for the twelve month period from 1 August 2016 to 31 July 2017 be approved and adopted. <b>MOTION CARRIED      YES    4      NO    Nil      ABSTAIN    Nil</b>

**CONTRIBUTIONS**

RESOLVED that the Administrative Fund budget of \$31,000.00 net Sinking Fund budget of \$28,800.00 net be fixed for the financial period ending 31 July 2017 and levied on lot owners in the following manner:

NET LEVY PER CONTRIBUTION LOT ENTITLEMENT:

Period	Due Date	\$Admin	\$Sinking	\$Total
01/08/16 - 31/01/17	01/08/16	14.40	14.40	28.80
01/02/17 - 31/07/17	01/02/17	16.60	14.40	31.00
<b>Totals:</b>		<b>31.00</b>	<b>28.80</b>	<b>59.80</b>

**MOTION CARRIED YES 4 NO Nil ABSTAIN Nil**

**FUTURE CONTRIBUTIONS**

RESOLVED that the Body Corporate be empowered to determine Administrative & Sinking Fund levies for the 6 month period following the financial year, at the same rate per Contribution Lot entitlement and levied in the following manner:

NET LEVY PER CONTRIBUTION LOT ENTITLEMENT:

Period	Due Date	\$Admin	\$Sinking	\$Total
01/08/17 - 31/01/18	01/08/17	16.00	14.40	30.40

**MOTION CARRIED YES 4 NO Nil ABSTAIN Nil**

**INSURANCE FUND BUDGET**

RESOLVED that an Insurance Fund levy amounting to \$8,950.00 net (being \$8.95 net per Interest lot entitlement per year) for the twelve month period from 1 August 2016 to 31 July 2017 be approved and adopted (refer attached Administrative Fund budget), payable and due as follows:

PER INTEREST LOT ENTITLEMENT

Period	Due Date	\$Insurance fund
01/08/16 - 31/01/17	01/08/16	8.95
01/02/17 - 31/07/17	01/02/17	
<b>Total interest lot entitlement = 100</b>	<b>Total</b>	<b>8.95</b>

**NOTE: These payments are in advance for the premium that will become due 01/08/17.**

**MOTION CARRIED YES 4 NO Nil ABSTAIN Nil**

**FUTURE INSURANCE FUND BUDGET**

RESOLVED that the Body Corporate be empowered to determine Insurance Fund levies for the 6 month period following the financial year, at the same rate per Interest Lot entitlement and levied in the following manner:

PER INTEREST LOT ENTITLEMENT

Period	Due Date	\$Insurance fund
01/08/17 - 31/01/18	01/08/17	4.50

**MOTION CARRIED YES 4 NO Nil ABSTAIN Nil**

**INSURANCE**

RESOLVED THAT the following insurance cover be ratified for the year ending 31 July 2017 in the name of the Body Corporate:

*Insurer* Strata Community Insurance  
*Building* \$8,737,165  
*Public Liability* \$20,000,000  
*Office Bearers* \$2,000,000  
*Excess* \$250.00  
*Policy Number* QRSC15003923  
*Expiry Date* 01/08/17  
*Premium Paid* \$8,589.40

*A copy of the Product Disclosure Statement is available on request.*

**MOTION CARRIED YES 4 NO Nil ABSTAIN Nil**

**SAFETY REPORT**

THAT the committee engage a suitable contractor to carry out a Safety Compliance Report of the common property, and that such funds be deducted from the Administrative Fund.

**MOTION DEFEATED YES 2 NO 2 ABSTAIN Nil**

**ELECTION OF OFFICE BEARERS**

As required by the Regulations, further nominations were called at the meeting for unfilled Executive and Ordinary Member positions. As a consequence of nominations received after issue of the statutory invitations and at the meeting, the following persons were declared elected:-

CHAIRPERSON Dawn Miller  
 SECRETARY Nicole Smith  
 TREASURER John Roberts  
 ORDINARY MEMBER Leigh Wake

**There being no further business, the meeting closed at 5.10pm**

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 CHAIRPERSON

GENERAL DISCUSSION

1. 3 X Quotations for internal common areas and external painting to be obtained for owners consideration. Committee to investigate options for balcony edges.
2. Fortknox to quote for front entry camera replacement only for Committee consideration.
3. 1 X extra bin service per week to be organised for December 2016 and January 2017