



Minutes of the Annual General Meeting held on Wednesday, 21 August 2024 at 5:00pm AEST at The Treehouse, Elizabeth Street, Urangan.

Lots represented by

- Lot 2 Vote from the Floor by Alisha Eke
- Lot 4 Vote from the Floor by Mark Smith & Paula Nunan
- Lot 6 Vote from the Floor by Gail McFarlane (Proxy)
- Lot 7 Vote from the Floor by Barry Clarke and Donna Clarke
- Lot 10 Vote from the Floor by Pietruccia Andrews
- Lot 12 Vote from the Floor by Mark McNeill and Belinda McNeill
- Lot 13 Vote from the Floor by Karen and Stephen Marks
- Lot 16 Electronic Vote
- Lot 17 Vote from the Floor by David Faulkner
- Lot 19 Vote from the Floor by Gail McFarlane
- Lot 20 Vote from the Floor by Bronwyn Driscoll and John Russell
- Lot 21 Vote from the Floor by Keith Murphy
- Lot 30 Electronic Vote
- Lot 33 Electronic Vote and Present in Person by Rita Acres
- Lot 34 Vote from the Floor by Paul Cieply
- Lot 36 Vote from the Floor by Dane Ponting
- Lot 37 Electronic Vote and Present in Person by Philip and Sally Broadhurst
- Lot 38 Electronic Vote and Present in Person by Craig Burchill
- Lot 39 Vote from the Floor by Kate Mason
- Lot 42 Electronic Vote and Present in Person by Katrina Williams and Mark Thompson
- Lot 43 Electronic Vote and Present in Person by Jeffrey Nutter and Frances Clarke
- Lot 45 Electronic Vote
- Lot 46 Vote from the Floor by Janelle and Robyn Golden
- Lot 49 Vote from the Floor by Daniel Schulz and Lorraine Schulz
- Lot 53 Vote from the Floor by Karen Raday
- Lot 54 Vote from the Floor by Jodi Fernandez
- Lot 56 Vote from the Floor by Riley Thomas and, Phoebe Amery
- Lot 61 Vote from the Floor by Angela Ellis and Derek Ellis

Also in attendance

Charli Melief of SSKB (Community Manager)

Chairperson

Craig Burchill

Apologies

The Chairperson declared that no apologies were received.

Confirmation of proxies and voting papers

The Chairperson declared that all proxies and voting papers were valid.

Lot 39

Lot 56

Quorum

The Chairperson advised that a quorum was represented and declared the meeting open at 5:03pm.

Statutory Motions

1. Confirmation of Minutes of Previous Meeting - Motion by Ordinary Resolution

RESOLVED THAT the Minutes of the Annual General Meeting held on 6 September 2023 be confirmed.

YES 22 NO 0 ABSTAIN 3 VOTE NOT RECORDED 1 UNFINANCIAL 2

2. Adoption of Financial Statements - Motion by Ordinary Resolution

RESOLVED THAT the Balance Sheet and Statements of Income and Expenditure for the year ending the 31 May 2024 be adopted and confirmed by the Body Corporate.

YES 25 NO 0 ABSTAIN 1 UNFINANCIAL 2

3. Non-Audit of Accounts for Ensuing Financial Year - Motion by Special Resolution

THAT the Body Corporate Statement of Accounts for the year ending 31 May 2025 not be audited.

MOTION LOST – ACCOUNTS TO BE AUDITED.

YES 11 NO 13 ABSTAIN 2 UNFINANCIAL 2

4. Appointment of Auditor - Motion by Ordinary Resolution

RESOLVED THAT Kelly + Partners be appointed to audit the Body Corporate Statement of Accounts for the financial year ending 31 May 2025.

YES 22 NO 3 ABSTAIN 1 UNFINANCIAL 2

5. Administrative Fund Budget and Advance Issue - Motion by Ordinary Resolution

RESOLVED THAT:

- i. The Body Corporate adopt the Administrative Fund Budget totalling \$240,000.00 before discount, (excluding GST) and \$264,000.00 before discount (including GST);
- ii. Which equals \$48.09 before discount (excluding GST), and \$52.90 before discount (including GST) per contribution entitlement;
- iii. Subject to a 20% discount on all contributions received on or before the due date;
- iv. There will be 2 levies issued this financial year to make up the balance of the Budget; and
- v. There will be 1 advance issue for next financial year based on an average of the Budget for this financial year.

Summary Table

Due Date	\$ (including GST)	Period
01/06/24 (already issued)	\$18.07	01/06/24-30/09/24
08/10/24	\$17.42	01/10/24-31/01/25
01/02/25	\$17.41	01/02/25-31/05/25
Total contribution entitlements: 4,991	Total per contribution entitlement: \$52.90	
01/06/25 (advance issue next financial year)	\$17.64	01/06/25-30/09/25

YES 25 NO 0 ABSTAIN 1 UNFINANCIAL 2

6. Sinking Fund Budget and Advance Issue - Motion by Ordinary Resolution

RESOLVED THAT:

- i. The Body Corporate adopt the Sinking Fund Budget totalling \$115,000.00 before discount, (excluding GST) and \$126,500.00 before discount (including GST);
- ii. Which equals \$23.04 before discount (excluding GST), and \$25.35 before discount (including GST) per contribution entitlement;
- iii. Subject to a 20% discount on all contributions received on or before the due date;
- iv. There will be 2 levies issued this financial year to make up the balance of the Budget; and
- v. There will be 1 advance issue for next financial year based on an average of the Budget for this financial year.

Summary Table

Due Date	\$ (including GST)	Period
01/06/24 (already issued)	\$6.98	01/06/24-30/09/24
08/10/24	\$9.19	01/10/24-31/01/25
01/02/25	\$9.18	01/02/25-31/05/25
Total contribution entitlements: 4,991	Total per contribution entitlement: \$25.35	
01/06/25 (advance issue next financial year)	\$8.45	01/06/25-30/09/25

YES 25 NO 0 ABSTAIN 1 UNFINANCIAL 2

7. Insurance Approval - Motion by Ordinary Resolution

RESOLVED THAT the Body Corporate:

- i. Ratifies the insurance renewal details, listed in the Insurance Report circulated with the meeting material, renewed following prior Committee consideration on 31 May 2024;
- ii. Authorises the Community Manager to take the necessary action to obtain insurance renewal proposals for the Chairperson or Committee representative's approval;
- iii. In the absence of timely instruction at renewal by the Chairperson or Committee Representative, SSKB is authorised to renew the insurance policy for a further twelve (12) month period after obtaining at least two (2) renewal proposals and in accordance with recommendations from the Body Corporate Insurance Broker (if applicable);
- iv. Acknowledges the disclosures made by SSKB in the Administration Agreement concerning insurance; and
- v. Acknowledges the disclosure of Insurance Brokers and Commission identified within the Insurance Report.

Note: The last valuation for insurance purposes was carried out on 12 April 2020 for a building replacement value determined at \$30,700,000.00.

YES 25 NO 1 ABSTAIN 0 UNFINANCIAL 2

8. Insurance Provision - Motion by Ordinary Resolution

RESOLVED THAT:

- i. The Body Corporate approve the provision for next year's insurance renewal, totalling \$46,644.15 (excluding GST) and \$51,308.57 (including GST);
- ii. Which equals \$15.45 (excluding GST) and \$16.99 (including GST) per interest entitlement;
- iii. There will be 2 payments collected this financial year to make up the balance of the Budget; and
- iv. There will be 1 advance payment for next financial year based on an average of the Budget for this financial year.

Summary Table

Due Date	\$ (including GST)	Period
01/06/24 (already issued)	\$10.98	01/06/24-30/09/24

Due Date	\$ (including GST)	Period
08/10/24	\$3.01	01/10/24-31/01/25
01/02/25	\$3.00	01/02/25-31/05/25
Total interest entitlements: 3,020	Total per interest entitlement: \$16.99	
01/06/25 (advance payment next financial year)	\$5.67	01/06/25-30/09/25

YES 25 NO 1 ABSTAIN 0 UNFINANCIAL 2

Motions from the Committee

9. Change to By-Laws in the Community Management Statement - Motion by Special Resolution

RESOLVED THAT the Body Corporate consents to the recording of a new Community Management Statement (CMS) to amend the by-laws to be in accordance with the new by-laws attached to this agenda.

FURTHER RESOLVED THAT that the Body Corporate authorises the execution of a new CMS reflecting these by-laws under the seal of the Body Corporate by two members of the Committee, and for the Committee to do all things necessary to procure registration of the new CMS.

YES 26 NO 0 ABSTAIN 0 UNFINANCIAL 2

Motions Submitted from Owners

10. Unit 1 - Installation of Internal Window Plantation Shutters - Motion by Ordinary Resolution - Proposed by Jeffrey James Friendship & Elizabeth Friendship of Lot 1 Motion 1

RESOLVED THAT the current internal window roller blinds are replaced, at the owner's expense, with plantation shutters, subject to the following conditions:

- That the internal window roller blinds are installed by a qualified tradesperson;
- That the internal window roller blinds are in keeping with the existing scheme colours;
- Building rubbish/debris etc. will be taken away and NOT placed in Quarterdeck bins.
- That all costs in relation to the proposed improvement be borne by the said Lot Owner;
- That all future repairs and maintenance with respect to the proposed improvements be borne by the Lot Owner;
- That the Body Corporate shall not be responsible for any initial, subsequent or associated costs in relation to the improvement; and
- That the Lot Owner will be responsible for any subsequent damage to common property or another Lot Owner's property.

YES 26 NO 0 ABSTAIN 0 UNFINANCIAL 2

11. Replacement of External Battens - Motion by Ordinary Resolution Proposed by Jeffrey Friendship of Lot 1 Motion 2

THAT the Body Corporate approves, funds and replaces the current battens on the exterior of the property.

THIS MOTION WAS RULED OUT OF ORDER BY THE CHAIRPERSON.

12. Replacement of Existing Pergola with Stratco Outback Insulated Roof - Motion by Ordinary Resolution Proposed by Rita Acres of Lot 33 Motion 1

RESOLVED THAT the Body Corporate approves the application to replace existing pergola with Stratco Outback insulated roof as per the details shared in the application, subject to the Body Corporate By-Laws and conditions, subject to the following conditions:

- That the Insulated Roof is installed by a qualified tradesperson;
- That the Insulated Roof is in keeping with the existing scheme colours;
- Building rubbish/debris etc. will be taken away and NOT placed in Quarterdeck bins.
- That all costs in relation to the proposed improvement be borne by the said Lot Owner;
- That all future repairs and maintenance with respect to the proposed improvements be borne by the Lot Owner;
- That the Body Corporate shall not be responsible for any initial, subsequent or associated costs in relation to the improvement; and
- That the Lot Owner will be responsible for any subsequent damage to common property or another Lot Owner's property.

YES 26 NO 0 ABSTAIN 0 UNFINANCIAL 2

13. Cover Over Existing Pergola - Motion by Ordinary Resolution Proposed by Pietruccia Andrews of Lot 10 Motion 1

RESOLVED THAT the Body Corporate approves Lot 10 be permitted to place a covering over an existing pergola using lite grey and clear laserlite. Appropriate guttering and downpipe be attached to mitigate water running from covering, subject to the following conditions:

- That the covering is installed by a qualified tradesperson;
- That the covering is in keeping with the existing scheme colours;
- Building rubbish/debris etc. will be taken away and NOT placed in Quarterdeck bins.
- That all costs in relation to the proposed improvement be borne by the said Lot Owner;
- That all future repairs and maintenance with respect to the proposed improvements be borne by the Lot Owner;
- That the Body Corporate shall not be responsible for any initial, subsequent or associated costs in relation to the improvement; and
- That the Lot Owner will be responsible for any subsequent damage to common property or another Lot Owner's property.

YES 26 NO 0 ABSTAIN 0 UNFINANCIAL 2

14. Replacement of Pavers with Exposed Aggregate - Motion by Ordinary Resolution Proposed by Jeffrey Friendship of Lot 1 Motion 3

RESOLVED THAT the current pavers and stepping stones are replaced, at Owners expense, with exposed aggregate pathways and patio, subject to the following conditions:

- That the aggregate pathways and patio are installed by a qualified tradesperson;
- That the aggregate pathways and patio are in keeping with the existing scheme colours;
- Building rubbish/debris etc. will be taken away and NOT placed in Quarterdeck bins.
- That all costs in relation to the proposed improvement be borne by the said Lot Owner;
- That all future repairs and maintenance with respect to the proposed improvements be borne by the Lot Owner;
- That the Body Corporate shall not be responsible for any initial, subsequent or associated costs in relation to the improvement; and
- That the Lot Owner will be responsible for any subsequent damage to common property or another Lot Owner's property.

YES 26 NO 0 ABSTAIN 0 UNFINANCIAL 2

Election of Committee Members

Nominations for Committee positions received appear in alphabetical order:

Chairperson	BURCHILL, Craig Lot No. 38 Nominated by Lot 38 As only 1 nomination was received for this position, this candidate will be declared elected.
Secretary	BROADHURST, Phillip Lot No. 37 Nominated by Lot 37 As only 1 nomination was received for this position, this candidate will be declared elected.
Treasurer	As no nominations were received for this position, candidates will be called from the floor of the meeting.
Ordinary Committee Members	ANDREWS, Pietruccia Lot No. 10 Nominated by Lot 10 CIEPLY, Paul Lot No. 34 Nominated by Lot 34 CLARK, Donna Lot No. 7 Nominated by Lot 7 ELLIS, Angela Lot No. 61 Nominated by Lot 61 NUTTER, Jeffrey Lot No. 43 Nominated by Lot 43 As more than 4 nominations were received for Ordinary Committee members, a ballot will be held for this position.

As only one candidate was nominated for the position of Chairperson, Craig Burchill was declared elected.

As only one candidate was nominated for the position of Secretary, Phillip Broadhurst was declared elected.

As no nominations were received for the position of Treasurer, nominations were called from the floor of the meeting, and the following votes were recorded for the position of Treasurer:

- Jeffrey Nutter – 11 votes
- Katrina Williams – 10 votes

As Jeffrey Nutter received most votes for the position of Treasurer, they were declared elected, and their nomination for Ordinary Committee Member was withdrawn.

As only four candidates were nominated for the position of Ordinary Committee Member, Pietruccia Andrews, Paul Cieply, Donna Clark and Angela Ellis were declared elected.

Therefore, the following persons shall comprise the Body Corporate Committee for the ensuing year.

Chairperson	BURCHILL, Craig	Nominated by Lot 38
Secretary	BROADHURST, Phillip	Nominated by Lot 37
Treasurer	NUTTER, Jeffrey	Nominated by Lot 43
Ordinary Committee Members	ANDREWS, Pietruccia	Nominated by Lot 10
	CIEPLY, Paul	Nominated by Lot 34
	CLARK, Donna	Nominated by Lot 7
	ELLIS, Angela	Nominated by Lot 61

On-line Invoice Approval Authority

The Committee advised that the current approver/s on the on-line invoice approval system (referred to as The Hub) will remain the same until the next Committee Meeting where this matter can be discussed further and ratified.

Next Meeting

The next Committee Meeting will be held on or about:

Date: Wednesday, 13 November 2024
Time: 5:30pm
Place: Zoom

The next Committee Meeting will be held on or about:

Date: Thursday, 13 March 2025
Time: 5:30pm
Place: Zoom

The next Budget Committee Meeting will be held on or about:

Date: Wednesday, 9 July 2025

Time: 5:30pm

Place: Zoom

The next Annual General Meeting will be held on or about:

Date: Wednesday, 20 August 2025

Time: 5:30pm

Place: The Treehouse, Elizabeth Street, Urangan

Closure

There being no further business to discuss, the Chairperson declared the meeting closed at 6:46pm.

Secretary of the Body Corporate

Phillip Broadhurst

C/- SSKB Community Managers

66 Duporth Avenue, Maroochydore

E: sskb@sskb.com.au

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