

Strata Schemes Management Act, 1996

MINUTES OF THE ANNUAL GENERAL MEETING

The Owners Corporation of Strata Plan 61034

Held in the Recreation Room at the

‘Meridian Resort Beachside’ 32 Lewis Street, Old Bar

on Saturday 27 August 2011 commencing at 10.00am.

OWNERS PRESENT: Lots 1, 4 & 63 Ian & Jenny Lewis
Lot 2 Ron Carlyle
Lot 17 Adam Douglas
Lot 28 Gary & Gaye Arnott
Lot 29 Gregory Barrass
Lot 32 Neil Brown
Lot 36 John & Wendy Wilson
Lot 41 Daniel Strbik
Lot 61 Bob Thomas
Lot 62 Allan & Keri Sweet
Lot 64 Colin & Jennifer Stevenson
Lot 66 Ken Pearce
Lot 68 Paul & Jean Burton
Lot 69 Scott Mitchell
Lot 71 Hamilton & Bridgitte Kennedy

**REPRESENTED
BY PROXY:** Lot 34 represented by Paul Burton

APOLOGIES: Rosemary Barrass, Elaine Pearce

IN ATTENDANCE: Andrew Thompson of Strata Professionals

QUORUM: As a quorum was present, either personally or by proxy votes the meeting was able to proceed

CHAIRPERSON: Andrew Thompson acted as Chairperson for the Meeting

A minute’s silence was observed in memory of Suzanne Jenkins prior to the commencement of the meeting.

1. **MINUTES:** **RESOLVED** that the Minutes of the Annual General Meeting of 28 August 2010 be confirmed.
2. **FINANCIAL STATEMENTS:** (a) **RESOLVED** that the financial statements for the period ending 30th June 2011 as presented be adopted. (b) It was further **RESOLVED** that the Owners Corporation appoints an Auditor.
3. **INVESTMENT FUNDS:** **RESOLVED** that (a) Sinking Funds currently invested on a Fixed Term Investment (‘FTI’) with the Macquarie Bank be reviewed with any surplus funds available being added to the existing FTI account; and (b) that the building sum insured of \$14,850,000 and all other sections of the policy are adequate for the next 12 months.

STRATA PROFESSIONALS

Suite 25 “Colonial Arcade”, 25-27 Hay Street, Port Macquarie NSW 2444

Telephone: (02) 65849266 Facsimile: (02) 65841060

4. OCCUPATIONAL HEALTH & SAFETY: **RESOLVED** that the Owners Corporation request Strata Professionals to arrange an Occupational Health and Safety Audit of common property in the second half of the 2011/2012 financial year to meet the responsibilities that they have under NSW Government Legislation.

5. ELECTION OF EXECUTIVE COMMITTEE:

- (a) **RESOLVED** that nominations were announced and called for.
- (b) **RESOLVED** that the number to comprise the Executive Committee for the year be confirmed at 5.
- (c) Nominations were received and it was **RESOLVED** that the following 5 owners are elected to the Executive Committee for the year:

Greg Barras, Neil Brown, Paul Burton, Adam Douglas & Daniel Strbik

A vote of appreciation was extended to the members of the Executive Committee for the substantial amount of time and effort that they have contributed when dealing with matters on behalf of the Owners Corporation.

- (d) **RESOLVED** that there be no restrictions placed on the decision making powers of the Executive Committee.

6. **RESOLVED** that the Meridian Managers source quotes for:

- (a) Termite inspection / top-ups and pest control for spiders, ants, cockroaches etc. to external common areas including the recreation room, pool areas, garages etc.
- (b) Recharge to the Termguard perimeter system on all blocks.
- (c) General Pest Treatment to the interior of common room and garages.
- (d) General pest treatment to inside 41 units.

These charges are for the Owners Corporation account.

The Owners Corporation approved for the work to proceed in accordance with the quotation received from Nilpest in the sum of \$6,191 (Incl. GST).

7. **RESOLVED** that Electrical Testing & Tagging be carried out:

- (a) Pool equipment & sockets – annually
- (b) Recreation room equipment & sockets – annually
- (c) Water pump located at beach side grassed area – annually
- (d) Any electrical garden/landscaping equipment owned by the Owners Corporation – annually

Items (a) – (d) for Owners Corporation Account – estimated cost \$200.00

The following item was deferred to the next AGM when such testing will next be required in September 2012.

- (e) Rental and non Rental Units:
 - Checking of safety switches on unit circuit boards – every 2 years
 - Equipment and sockets in rental units – every 2 years

STRATA PROFESSIONALS

Suite 25 “Colonial Arcade”, 25-27 Hay Street, Port Macquarie NSW 2444
Telephone: (02) 65849266 Facsimile: (02) 65841060

8. **RESOLVED** that the Owners Corporation shall pay \$200 per meeting as reimbursement to members of the Executive Committee who attend meetings on behalf of the Owners Corporation. For Executive Committee Members to claim this allowance, the distance travelled must be over 100 kilometres.
9. **RESOLVED** that the Owners Corporation contributes to the telephone, internet & stationery expenses for the role of key Executive Committee members in the sum of \$500 / key role, or as presented, for the 2011/2012 financial year.
10. **RESOLVED** that the remuneration of the Management Caretaking be increased by 3.8% (being current CPI) for the financial year 2011/2012.
11. **RESOLVED** that the remuneration of the Grounds Caretaking be increased by 3.8% (being current CPI) for the financial year 2011/2012.

12. BEACHFRONT:

- (a) A final design of the proposed seawall was on display at the meeting. The design plan will form part of the proposed Development Application ('DA') which the Executive Committee intends to lodge with GTCC. The Executive Committee and Owners Corporation reiterated that any proposal prepared (to construct an effective seawall) will be by those with expertise in this field of work. The Owners Corporation reaffirmed its decision to lodge a DA for an appropriately designed seawall.

It was also highlighted and subsequently agreed that until the construction of the proposed seawall commences (whenever that may be), it was important to continue with current preventative measures to ensure that the beachfront is not further eroded.

Ron Carlyle expressed his personal concerns that, amongst other things, the proposed seawall will be ineffective and that a solicitor should be engaged to determine whether a DA can actually be lodged.

- (b) **RESOLVED** that the EC be authorised to keep neighbours and any interested parties informed of its current actions in relation to the beachfront erosion problem given that remedial action will need to be coordinated with a wide range of external parties to obtain the required support to submit a DA for a seawall.

13. LEVIES:

- (a) **RESOLVED** that contributions to the Administrative Fund estimated in accordance with section 75(1) of the Strata Schemes Management Act 1996 and determined in accordance with section 76(1) of the Strata Schemes Management Act 1996 be increased from \$119,716.45 p.a. to \$129,000.00 p.a. divided by unit entitlements of individual lots; and
- (b) **RESOLVED** that contributions to the Sinking Fund estimated in accordance with section 75(2) of the Strata Schemes Management Act 1996 and determined in accordance with section 76(1) of the Strata Schemes Management Act 1996 be increased from \$57,566.65 p.a. to \$62,500.00 p.a. divided by unit entitlements of individual lots; and

STRATA PROFESSIONALS

Suite 25 "Colonial Arcade", 25-27 Hay Street, Port Macquarie NSW 2444
Telephone: (02) 65849266 Facsimile: (02) 65841060

- (c) **RESOLVED** that both contributions be paid in equal quarterly instalments, the first such instalment being due on 1 September 2011 and subsequent instalments being due on the 1 December 2011, 1 March 2012 and 1 June 2012.

14. GENERAL BUSINESS:

Painting: Paul Burton informed the meeting that the external painting program has commenced. The Owners Corporation expressed their sincere thanks to Neil Brown for negotiating a substantial reduction in cost to that which was quoted in the original proposal from Programmed Property Services.

Managers Report: A copy of the Manager's Report is to be forwarded to all owners with the Minutes of this meeting.

Appreciation: The Owners Corporation expressed their appreciation to the On-site Managers, Paul & Jean Burton, for their dedication and effort in successfully managing Meridian Resort Beachside.

CLOSURE: The meeting was declared closed at 11.50 am.

CHAIRPERSON