

MINUTES OF THE ANNUAL GENERAL MEETING OF THE BODY CORPORATE FOR "CAMELLIA GROVE" CTS 27749 HELD AT 27 CAMILLE CRESCENT, WYNNUM WEST, QLD, 4178 ON 19 APRIL 2024 AT 09:30 AM

Lots represented for normal motions

Lot	Voter	Capacity
Lot 1	Godfrey Jones	Owner Present (Pre-Voted)
Lot 4	Sarah Baxter	Electronic Vote
Lot 12	Brenda Gallagher	Paper Vote
Lot 14	Rong Rong Yang	Owner Present (Pre-Voted)
Lot 22	Valerie Thomson	Owner Present
Lot 24	Ged Scott	Electronic Vote
Lot 30	Michelle Mcquay	Electronic Vote
Lot 31	Vicky Barling	Electronic Vote
Lot 34	Roger & Cheryl Keane	Owner Present (Pre-Voted)
Lot 35	Colin John Cooke	Owner Present (Pre-Voted)
Lot 36	John Langford Haynes	Electronic Vote
Lot 38	Ged Scott	Electronic Vote

Apologies

Lot 7 Tina Cotis

By Invitation

Stacey O'Flynn Body Corporate Manager

Chairperson

Colin Cooke chaired the meeting.

Quorum

The Chairperson declared a quorum present and opened the meeting at 09:35 AM.

BUSINESS OF THE MEETING

1. Confirmation of minutes

Statutory Motion Submitted by the Committee
Ordinary Resolution

That the minutes of the previous general meeting held on 10th of May 2023 be confirmed.

Motion CARRIED. YES 9 NO 0 ABSTAIN 3 INVALID 0

2. Confirmation of statement of accounts

Statutory Motion Submitted by the Committee
Ordinary Resolution

That the body corporate's statement of accounts for the financial year ending 31st of January 2024 (previous financial year) be approved.

Motion CARRIED. YES 9 NO 0 ABSTAIN 3 INVALID 0

3. Audit

Statutory Motion Submitted by the Committee
Special Resolution

That the body corporate's statement of accounts for the financial year ending 31st of January 2025 (current financial year) not be audited.

Note: If you want the accounts to be audited, vote 'no'; if you do not want the accounts to be audited, vote 'yes'.

Motion DEFEATED. YES 6 NO 6 ABSTAIN 0 INVALID 0

4. Appointment of auditor

Statutory Motion Submitted by the Committee
Ordinary Resolution

That the independent and properly qualified auditor, Phil Davis & Company be appointed to carry out the audit of the body corporate's statement of accounts for the financial year ending 31st of January 2025, in the event that an audit is required.

Motion CARRIED. YES 8 NO 3 ABSTAIN 1 INVALID 0

5. Administrative fund budget and contributions

Statutory Motion Submitted by the Committee
Ordinary Resolution

That the administrative fund budget for the financial year ending 31st of January 2025 totalling \$160,690.40 be approved and that the administrative fund contributions be levied as follows:

Levy Status	Period From	Period To	Due Date	Amount per entitlement*
Already Issued	01/02/2024	30/04/2024	01/02/2024	\$1,070.248
To be Issued	01/05/2024	31/07/2024	01/05/2024	\$1,070.248
To be Issued	01/08/2024	31/10/2024	01/08/2024	\$938.379
To be Issued	01/11/2024	31/01/2025	01/11/2024	\$938.379
Total				\$4,017.254

**Contribution schedule lot entitlement*

And further that, the committee be authorised to issue interim levies for the following financial year as follows:

Interim Periods

Levy Status	Period From	Period To	Due Date	Amount per entitlement*
To be Issued	01/02/2025	30/04/2025	01/02/2025	\$1,055.000
To be Issued	01/05/2025	31/07/2025	01/05/2025	\$1,055.000
Total				\$2,110.000

**Contribution schedule lot entitlement*

Motion CARRIED. YES 11 NO 0 ABSTAIN 1 INVALID 0

6. Sinking fund budget and contributions

Statutory Motion Submitted by the Committee

Ordinary Resolution

That the sinking fund budget for the financial year ending 31st of January 2025 totalling \$54,522.40 be approved and that the sinking fund contributions be levied as follows:

Levy Status	Period From	Period To	Due Date	Amount per entitlement*
Already Issued	01/02/2024	30/04/2024	01/02/2024	\$324.144
To be Issued	01/05/2024	31/07/2024	01/05/2024	\$324.144
To be Issued	01/08/2024	31/10/2024	01/08/2024	\$357.394
To be Issued	01/11/2024	31/01/2025	01/11/2024	\$357.394
Total				\$1,363.076

**Contribution schedule lot entitlement*

And further that, the committee be authorised to issue interim levies for the following financial year as follows:

Interim Periods

Levy Status	Period From	Period To	Due Date	Amount per entitlement*
To be Issued	01/02/2025	30/04/2025	01/02/2025	\$349.000
To be Issued	01/05/2025	31/07/2025	01/05/2025	\$349.000
Total				\$698.000

**Contribution schedule lot entitlement*

Motion CARRIED. YES 11 NO 0 ABSTAIN 1 INVALID 0

7. Insurance

Statutory Motion Submitted by the Committee

Ordinary Resolution

That the insurances set out below be confirmed:

Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
QRSC15001420	Strata Community Insurance	31 Mar 2025	BUILDING	\$20,130,028
			FLOOD	NOT INCLUDED
			PUBLIC LIABILITY	\$20,000,000.00
			OFFICE BEARERS LIABI	\$1,000,000.00
			COMMON AREA CONTENTS	\$201,300
			LOSS RENT/TEMP ACCOM	\$3,019,504
			FIDELITY GUARANTEE	\$100,000.00
			CATASTROPHE	\$6,039,008
			GOV AUDIT COSTS	\$25,000.00
			LOT OWNERS FIXTURES	\$300,000.00
			APPEAL EXPENSES	\$100,000.00
			LEGAL DEFENCE EXP	\$50,000.00
			VOLUNTARY WORKERS	\$200,000.00 / \$2,000.00
TOTAL PREMIUM: \$31,891.00				

Excess Details	Excess Amount
Insured Property	\$2,000.00
Burst Pipe/Resultant Water Damage	\$5,000.00
Storm/Rainwater Damage	\$5,000.00

Notes:

The policy information above is a summary only. A copy of the policy schedule/certificate of currency is attached to this agenda.

The most recent insurance valuation was carried out on 24 Nov 2022 and the full replacement value stated in the valuation report was \$19,171,455.00.

And further that the committee of the body corporate be authorised to obtain quotations and renew the insurances upon their expiry with the most suitable insurance quotation.

Motion CARRIED.

YES 12

NO 0

ABSTAIN 0

INVALID 0

8. Body corporate management agreement

Submitted by the Committee

Ordinary Resolution Without use of Proxies

That the body corporate engage BCsystems (Body Corporate Systems Pty Ltd) as the body corporate manager to provide administrative, financial and secretarial services with the terms being those detailed in the Administration Agreement circulated with this agenda for a period of three (3) years, commencing on 1st of May 2024, for the secretarial fee of \$181.76 plus GST per lot per annum, plus disbursements, and that any one (1) or two (2) members of the committee be authorised to execute the Administration Agreement under the common seal.

Motion CARRIED. YES 12 NO 0 ABSTAIN 0 INVALID 0

9. Exterior Painting

This is a group of motions that propose to deal with the same issue in different ways.

9.1 Rochele Painting

*Submitted by the Committee
Ordinary Resolution*

Resolved that the Body Corporate engage the services of Rochele Painting for \$56,907.72 to carry out the painting to the upper level of the townhouses (Lots 2,3,5,6,8,9,11,12,13,15,16,17,19,20,23,24,26,27, 29,30, 38 & 39) and the front rendered boundary wall.

Warranty on workmanship is provided for 2 years and warranty on products is provided for 10 years. The quote included provides inclusions for minor repairs, such as patching cracks and holes in where necessary.

Motion QUALIFIED. YES 10 NO 2 ABSTAIN 0 INVALID 0

9.2 Diamond Brothers

*Submitted by the Committee
Ordinary Resolution*

Resolved that the Body Corporate engage the services of Diamond Brothers for \$56,946.05.00 incl. GST to carry out the exterior painting of the upper level of the townhouses (Lots 2,3,5,6,8,9,11,12,13,15,16,17,19,20,23,24,26,27, 29,30, 38 & 39) and the front rendered boundary wall.

Warranty on workmanship is provided for 5 years and warranty on products is provided for 10 years. The quote included provides inclusions for minor repairs, such as patching cracks and holes in where necessary.

Motion NOT QUALIFIED. YES 3 NO 8 ABSTAIN 1 INVALID 0

Motion 9.1 Rochele Painting was chosen as the outcome for this same issue motion as it was the only qualifying motion

COMMITTEE ELECTION

Chairperson

Colin Cooke

Colin Cooke has been elected unopposed as Chairperson.

Secretary

Thomas Schulz

Thomas Schulz has been elected unopposed as Secretary.

Treasurer

Roger Keane

Roger Keane has been elected unopposed as Treasurer.

Ordinary Member

Christina Cotis

Godfrey Jones

Christina Cotis, Godfrey Jones have been elected to the committee.

CLOSURE OF MEETING

There being no further business, the chairperson closed the meeting at 09:50 AM.

All correspondence to be addressed to the Secretary:

C/- BCsystems

PO Box 743, Morningside QLD 4170

E: info@bcsystems.com.au

F: (07) 3899 0225