

**MINUTES OF ANNUAL GENERAL MEETING 2020**  
**"LAUREL VIEW" CTS 9008 AGM DATED: 11/11/2020**

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**DATE: WEDNESDAY 11<sup>TH</sup> NOVEMBER 2020**  
**VENUE: EAGLE REAL ESTATE AND BY CONFERENCE CALL**  
**TIME: THE CHAIRPERSON, MS T-L HUBNER OPENED THE MEETING AT 8:30AM.**

1. PRESENT / VOTING PAPER / PROXY  
LOT 1: I HAZELL - VOTING PAPER  
LOT 2: R REARDON & M HAZELL - VOTING PAPER  
LOT 3: C O'BRIEN - PRESENT FROM RESOLUTION 13 BY PHONE AND SUPPORTED BY VOTING PAPER  
LOT 4: P COLLINS - PRESENT BY PHONE AND SUPPORTED BY VOTING PAPER  
LOT 5: S GAFFNEY - PRESENT BY PHONE AND SUPPORTED BY VOTING PAPER  
LOT 6: T-L HUBNER - PRESENT BY PHONE AND SUPPORTED BY VOTING PAPER  
BODY CORPORATE MANAGER: C GREENWOOD - PRESENT AND NON VOTING
2. APOLOGIES  
LOT 1: I HAZELL  
LOT 2: R REARDON & M HAZELL
3. ROLLS  
THE MEETING WELCOMES THE NEW OWNERS OF LOT 2 SINCE THE LAST ANNUAL GENERAL MEETING.

**ORDINARY RESOLUTION: RESOLVED**

4. TO CONFIRM APPOINTMENT OF BODY CORPORATE MANAGER EAGLE REAL ESTATE BC 1 PTY LTD FOR A TWELVE MONTHS TERM AT ANNUAL COST OF: \$1,250.00 PER ANNUM, MANAGEMENT FEE; POSTAGE, CHEQUE & PHONE CALLS \$335.00 PER ANNUM, PAYABLE HALF YEARLY IN ADVANCE PLUS GST 10% PRO RATA \$125.00 MANAGEMENT FEE & \$33.50 SUNDRIES TO APPLY FROM 11/11/2020 TO 10/11/2021 & MONTHLY THEREAFTER UNTIL CHANGED IN GENERAL MEETING.

3 YES / 0 NO / 2 ABSTAIN

**ORDINARY RESOLUTION: RESOLVED**

5. TO CONFIRM MINUTES OF LAST ANNUAL GENERAL MEETING OF 13<sup>TH</sup> NOVEMBER 2019.

3 YES / 0 NO / 2 ABSTAIN

**ORDINARY RESOLUTION: RESOLVED**

6. TO CONFIRM FINANCIAL STATEMENTS 01/10/2019 TO 30/09/2020.

3 YES / 0 NO / 2 ABSTAIN

**WORK PLACE HEALTH & SAFETY REPORT COMPLETED 2017 - NEXT DUE 2022**  
**SWITCHBOARD INSPECTION COMPLETED 2019 - NEXT DUE 2021**

**SPECIAL RESOLUTION: RESOLVED**

- 7A. TO CONFIRM SPECIAL RESOLUTION OF NO AUDITING OF BOOKS OF ACCOUNT.

5 YES / 0 NO / 0 ABSTAIN

**OR**

**ORDINARY RESOLUTION: BASED ON 7 LOTS OF ENTITLEMENTS: DEFEATED**

- 7B. TO CONFIRM THAT I WISH THE BOOKS OF ACCOUNT TO BE AUDITED AT A COST OF \$700.00 BY PREFERRED AUDITOR: MR B HILEY OF PRIESTLEYS CHARTERED ACCOUNTANTS PAYABLE BY SPECIAL LEVY OF \$100.00 PER LOT & DUE WITHIN 7 DAYS OF DEMAND IN WRITING INCLUDES GST WHEN APPLICABLE.

0 YES / 2 NO / 3 ABSTAIN

ORDINARY RESOLUTION: **RESOLVED**

8. TO ACCEPT LODGEMENT OF ABN TAXATION RETURN (AS APPLICABLE) & COMPILED BY TAX AGENT, BENTLEY'S CHARTERED ACCOUNTANTS FOR THE COST OF \$80.00 PLUS INCIDENTALS PLUS GST WHEN APPLICABLE.

5 YES / 0 NO / 0 ABSTAIN

ORDINARY RESOLUTION: **RESOLVED**

9A. TO ACCEPT LEVEL OF INSURANCE COVER:

BROKER:	DIRECT INSURANCE BROKERS P/L
COMPANY:	AIG AUSTRALIA LIMITED
BUILDINGS & COMMON PROPERTY:	\$3,109,254
LOSS OF RENT:	\$466,388
COMMON CONTENTS:	\$31,093
LOT OWNERS FIXTURES & FITTINGS:	\$250,000
BUILDING CATASTROPHE:	\$932,776
PUBLIC LIABILITY:	\$30 MILLION
FIDELITY GUARANTEE:	\$100,000
VOLUNTARY WORKERS:	\$200,000/\$2,000
OFFICE BEARER'S:	\$500,000
MACHINERY BREAKDOWN:	\$100,000
LEGAL DEFENSE EXPENSES:	\$100,000
GOV'T AUDIT COSTS:	\$25,000

COST \$4,355.28 PAID YEAR: 2020 DUE DATE: 18/05/2021  
TO ACCEPT THE LEVEL OF INSURANCE & AGREE TO CPI INCREASE & GST  
AS APPROVED BY INSURER. SECTION EXCESSES TO APPLY -  
BASIC GENERAL EXCESS \$5,000.00

ALTERNATE QUOTES:

QUS/AIG:	\$4,484.13 WITH \$2,500 BASIC EXCESS
	<b>OR</b> \$4,612.99 WITH \$1,000 BASIC EXCESS
SUU/CGU:	\$4,875.33 WITH \$500 BASIC EXCESS
SCI/ALLIANZ:	\$5,091.69 WITH \$500 BASIC EXCESS &
	<b>OR</b> \$1,500 WATER DAMAGE/BURST PIPE EXCESS
	<b>OR</b> \$4,992.71 WITH \$2,000 BASIC EXCESS
	<b>OR</b> \$4,756.01 WITH \$4,000 BASIC EXCESS
CHU/QBE:	\$5,261.53 WITH \$500 BASIC EXCESS
	<b>OR</b> \$4,843.90 WITH \$2,000 BASIC EXCESS
	<b>OR</b> \$4,531.58 WITH \$5,000 BASIC EXCESS

4 YES / 1 NO / 0 ABSTAIN

**INSURANCE VALUATION REPORT COMPLETED 2018 - NEXT DUE 2023**

**AND**

ORDINARY RESOLUTION: **RESOLVED**

9B. TO ACCEPT CURRENT COVER BUT ACCEPT THAT THE BODY CORPORATE MANAGER IN CONJUNCTION WITH THE COMMITTEE HAS THE RIGHT TO VARY/CHANGE THE INSURER OR INSURANCE AT THE TIME OF RENEWAL IF A SIMILAR COVER CAN BE OBTAINED AT MORE REASONABLE RATES.

4 YES / 1 NO / 0 ABSTAIN

ORDINARY RESOLUTION: **AS PER CURRENT: DEFEATED**

10A. TO AGREE TO ADMINISTRATION LEVIES BASED AT \$1,071.50 PER LOT PER HALF YEAR & PAYABLE HALF YEARLY IN ADVANCE FROM 01/06/2021 WITH A 10% DISCOUNT FOR ON TIME PAYMENTS TO EQUAL \$964.35 APPROX. OR UNTIL CHANGED IN GENERAL MEETING.

2 YES / 3 NO / 0 ABSTAIN

**OR**

ORDINARY RESOLUTION: **AS PER BUDGET: RESOLVED**

10B. TO AGREE TO ADMINISTRATION LEVIES BASED AT \$1,125.00 PER LOT PER HALF YEAR & PAYABLE HALF YEARLY IN ADVANCE FROM 01/06/2021 WITH A 10% DISCOUNT FOR ON TIME PAYMENTS TO EQUAL \$1,012.50 APPROX. OR UNTIL CHANGED IN GENERAL MEETING.

3 YES / 0 NO / 2 ABSTAIN

ORDINARY RESOLUTION: **AS PER BUDGET: RESOLVED**

11. TO AGREE TO SINKING FUND LEVY BASED AT \$575.00 PER LOT PER HALF YEAR & PAYABLE HALF YEARLY IN ADVANCE FROM 01/06/2021 WITH A 10% DISCOUNT FOR ON TIME PAYMENTS TO EQUAL \$517.50 APPROX. OR UNTIL CHANGED IN GENERAL MEETING.

5 YES / 0 NO / 0 ABSTAIN

ORDINARY RESOLUTION: **RESOLVED**

12A. TO CONFIRM SATISFACTION WITH THE CURRENT GARDEN SERVICE.

3 YES / 0 NO / 2 ABSTAIN

**AND**

ORDINARY RESOLUTION: **RESOLVED**

12B. TO CONFIRM SATISFACTION WITH THE CURRENT CLEANING SERVICE.

3 YES / 0 NO / 2 ABSTAIN

**AND**

ORDINARY RESOLUTION: **RESOLVED**

12C. TO CONFIRM SATISFACTION WITH THE GUTTER CLEANING SERVICE.

- **PHOTOS OF GUTTERS AFTER WORKS COMPLETED TO BE SENT TO ALL OWNERS.**

3 YES / 0 NO / 2 ABSTAIN

**LOT 3 PRESENT FROM RESOLUTION 13**

ORDINARY RESOLUTION: **MOTION FROM ANNUAL GENERAL MEETING 2019: RESOLVED**  
13. TO AGREE TO APPROVE A CONTRACTOR TO PAINT OF PARTS OF THE BUILDING.

*NOTE: THERE WILL ALSO BE QUEENSLAND BUILDING AND CONSTRUCTION COMMISSION (QBCC) PREMIUM COSTS APPLICABLE, BUT THESE COSTS CHANGE DEPENDING ON THE TOTAL PRICE OF THE JOB.*

6 YES / 0 NO

ALTERNATIVE RESOLUTION:

A.1 BAKER BROS MASTER PAINTERS \$15,539.70 .....1.....  
(EXTERIOR)

**AND/OR**

A.2 BAKER BROS MASTER PAINTERS \$1,969.00 .....1.....  
(STAIRWELL METAL RAILINGS)

**AND/OR**

A.3 BAKER BROS MASTER PAINTERS \$924.00 .....1.....  
(EXTERIOR HALF OF THE DOORS & FRAMES)

**OR**

B.1 LEE RYAN PAINTING \$12,738.00 .....5.....  
(EXTERIOR)

**AND/OR**

B.2 LEE RYAN PAINTING \$1,859.00 .....5.....  
(STAIRWELL METAL BALUSTRADES)

**AND/OR**

B.3 LEE RYAN PAINTING \$1,232.00 .....5.....  
(ENTRY DOORS & FRAMES EXTERIOR)

**OR**

C. ROCHELE PAINTING \$19,493.00 .....0.....  
(INCLUDES EXTERIOR, DOORS & JAMBS, METAL RAILINGS & TIMBER HANDRAILS)

**ORIGINAL QUOTE \$ 18,293 AND QBCC \$295.35 FROM 2018 WAS SPLIT FOR THE SEPARATE ITEMS, HOWEVER ROCHELE HAVE ADVISED THAT THE TOTAL PRICE WOULD NOW INCREASE BY \$1,200.00 AND WOULD BE SUBJECT TO AN ON SITE INSPECTION AND REMEASURE IF APPROVED.**

- REMOVE FENCE AT UNIT 1 FROM SCOPE OF WORKS BY LEE RYAN AND STAIR RAIL AT WASHING LINE FROM SCOPE.
- LEE RYAN TO MEET ON SITE TO DISCUSS QUOTE AND COLOUR OPTIONS. SUGGESTION FOR BRIGHTER COLOURS, RATHER THAN GREYS, WHITES, BLACKS, ETC.

ORDINARY RESOLUTION: **SUBMITTED BY THE OWNERS OF UNIT 3: WITHDRAWN**

14. WE WOULD LIKE TO HAVE THE FRONT DOOR OF OUR APARTMENT REPAINTED. WE COULD HAVE ALL THE INTERIOR DOORS REPAINTED IN AN AGREED COLOUR IF THE OTHER OWNERS ARE ALSO INTERESTED OR ALTERNATIVELY, WE COULD EACH CHOOSE OUR OWN COLOUR FOR OUR INDIVIDUAL DOORS.

ORDINARY RESOLUTION: **SUBMITTED BY THE OWNERS OF UNIT 3: RESOLVED**

15. THAT THE BODY CORPORATE AGREES TO INSTALL A THIRD CLOTHESLINE NEXT TO THE CURRENT TWO BUT AT A HIGHER LEVEL.

- **QUOTES TO BE OBTAINED TO RAISE SECOND LINE HIGHER AND INSTALL THIRD.**
- **CURRENT CLOTHESLINES TO BE RESTRUNG.**
- **SEND QUOTES TO UNIT 5 ONCE RECEIVED.**

3 YES / 1 NO / 2 ABSTAIN

ORDINARY RESOLUTION: **RESOLVED**

16. THAT FUNDING OF ANY APPROVED WORKS BE PAYABLE BY THE BODY CORPORATE SINKING FUND UP TO \$4,000.00 WITH THE REMAINING PAYABLE BY SPECIAL LEVY PER UNIT DUE ON 01/02/2021.

6 YES / 0 NO / 0 ABSTAIN

**STANDARD MODULE**

ORDINARY RESOLUTION:

17. NOMINATIONS OF CANDIDATES FOR POSITIONS OF CHAIRPERSON, SECRETARY, TREASURER, COMMITTEE MEMBER:

CHAIRPERSON: T-L HUBNER  
SECRETARY: S GAFFNEY  
TREASURER: S GAFFNEY  
COMMITTEE MEMBERS: M HAZELL, I HAZELL, C O'BREIN

**GENERAL BUSINESS:**

- THREE POT PLANTS IN GARDEN OUTSIDE FRONT DOOR WITH LARGE THORNS, COMMITTEE TO DISCUSS AND ACTION.
- LOT IMPROVEMENT FORM TO BE SENT TO UNIT 5.
- PROPOSAL TO PUT CUBBY HOUSE ON GRASS - UNIT 3 TO SEND THROUGH DETAILS.
- QUERY ON MAINTENANCE AND EFFECTIVENESS OF COMPOST BINS.

**THE NEXT ANNUAL GENERAL MEETING HAS BEEN SCHEDULED FOR WEDNESDAY 10<sup>TH</sup> NOVEMBER 2021 TO BE HELD AT 8:30AM AT THE OFFICE OF EAGLE REAL ESTATE AND BY CONFERENCE CALL.**

**PLEASE HAVE ALL AGENDA ITEMS AND COMMITTEE NOMINATIONS BACK TO THE OFFICE OF THE BODY CORPORATE MANAGER BY THE 30<sup>TH</sup> SEPTEMBER 2021.**

**THERE BEING NO FURTHER BUSINESS THE MEETING WAS CLOSED AT 9:20AM.**

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