

MINUTES OF THE ANNUAL GENERAL MEETING

KALEVALA COURT CTS 17585

DATE & TIME Thursday, 4 June 2026 at 10:00 AM

LOCATION Eagle Body Corporate Office, 206 Logan Road, Woolloongabba, QLD, 4102

ATTENDANCE

In Attendance

Rosie Griffin	Lot 2	Owner present
Gloria Ann Rogers	Lot 4	Owner present
Renate Andrea Thommen	Lot 6	Owner present

Also In Attendance

David Morgan from Eagle Body Corporate Management Pty Ltd

Apologies

Chairperson

David Morgan

It was noted that the relevant notice of meeting was forwarded to all Owners and a quorum was represented at the meeting by those present or by voting paper or by proxy.

1. CONFIRMATION OF MINUTES - ORDINARY RESOLUTION

Motion CARRIED.

Resolved that the minutes of the last General Meeting of the Body Corporate, held on 29th of May 2025, as previously circulated, be confirmed.

Yes: 3 No: 0 Abs: 0 Inv: 0

2. FINANCIAL STATEMENTS - ORDINARY RESOLUTION

Motion CARRIED.

Resolved that the Non-Audited Annual Financial Statements for the financial year ending 28th of February 2026 as attached to the agenda be accepted.

Yes: 3 No: 0 Abs: 0 Inv: 0

3. NO AUDIT - SPECIAL RESOLUTION**Motion CARRIED.**

Resolved that the Body Corporate's Statement of Accounts for the financial year ending 28th of February 2027 **NOT** be audited.

Note:

If you **DO want an audit** of the accounts, vote **NO**;

If you **do NOT want an audit** of the accounts, vote **YES**.

Yes: 3

No: 0

Abs: 0

Inv: 0

4. APPOINTMENT OF AN AUDITOR - ORDINARY RESOLUTION**Motion lapsed as NO AUDIT was CARRIED**

THAT on defeat of the previous motion, the Body Corporate appoint Ryan Harvie McEnergy Chartered Accountants, or another suitably qualified auditor, to audit the Body Corporate Statement of accounts for the financial year ending 28th of February 2027, at a cost of \$444.00 including GST (1-10 lots).

5. ADMINISTRATION FUND BUDGET AND LEVIES - ORDINARY RESOLUTION**Motion CARRIED.**

Resolved that the Administrative Fund budget for the financial year ending 28th of February 2027, which totals \$11,920.00 (excluding GST, if applicable), be adopted with each entitlement attracting a levy of \$11.92 per lot entitlement, to be levied as follows:

Levy Status	Period From	Period To	Due	Admin Fund	Per Contribution Entitlement
Already Issued	01 Mar 2026	31 May 2026	01 Mar 2026	\$3,980.00	\$3.98
Already Issued	01 Jun 2026	31 Aug 2026	01 Jun 2026	\$3,980.00	\$3.98
To be Issued	01 Sep 2026	30 Nov 2026	01 Sep 2026	\$1,980.00	\$1.98
To be Issued	01 Dec 2026	28 Feb 2027	01 Dec 2026	\$1,980.00	\$1.98
Total	01 Mar 2026	28 Feb 2027		\$11,920.00	\$11.92

Discount (if applicable) - 0%

Total Contribution Entitlements - **1,000**

And further, that the committee issue an interim levy for the first levy period(s) of the following financial year:

Interim Periods

Levy Status	Period From	Period To	Due	Admin Fund	Per Contribution Entitlement
To be Issued	01 Mar 2027	31 May 2027	01 Mar 2027	\$3,480.00	\$3.48
To be Issued	01 Jun 2027	31 Aug 2027	01 Jun 2027	\$3,480.00	\$3.48
Total	01 Mar 2027	31 Aug 2027		\$6,960.00	\$6.96

Yes: 3

No: 0

Abs: 0

Inv: 0

6. SINKING FUND BUDGET AND LEVIES - ORDINARY RESOLUTION**Motion CARRIED.**

Resolved that the Sinking Fund budget for the financial year ending 28th of February 2027, which totals \$6,920.00 (excluding GST, if applicable), be adopted with each entitlement attracting a levy of \$6.92 per lot entitlement, to be levied as follows:

Levy Status	Period From	Period To	Due	Sinking Fund	Per Contribution Entitlement
Already Issued	01 Mar 2026	31 May 2026	01 Mar 2026	\$1,730.00	\$1.73
Already Issued	01 Jun 2026	31 Aug 2026	01 Jun 2026	\$1,730.00	\$1.73
To be Issued	01 Sep 2026	30 Nov 2026	01 Sep 2026	\$1,730.00	\$1.73
To be Issued	01 Dec 2026	28 Feb 2027	01 Dec 2026	\$1,730.00	\$1.73
Total	01 Mar 2026	28 Feb 2027		\$6,920.00	\$6.92

Discount (if applicable) - 0%

Total Contribution Entitlements – **1,000**

And further, that the committee issue an interim levy for the first levy period(s) of the following financial year:

Interim Periods

Levy Status	Period From	Period To	Due	Sinking Fund	Per Contribution Entitlement
To be Issued	01 Mar 2027	31 May 2027	01 Mar 2027	\$1,730.00	\$1.73
To be Issued	01 Jun 2027	31 Aug 2027	01 Jun 2027	\$1,730.00	\$1.73
Total	01 Mar 2027	31 Aug 2027		\$3,460.00	\$3.46

Yes: 3

No: 0

Abs: 0

Inv: 0

7. INSURANCE - ORDINARY RESOLUTION**Motion CARRIED.**

Resolved that the current insurance coverage be confirmed and that the Committee be authorised to approve the premium on renewal when due.

Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
WAD030436928	WORKCOVER QUEENSLAND	30 Jun 2026	WORKCOVER POLICY	
TOTAL PREMIUM: \$200.00				
Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
POL1102911	STRATA COMMUNITY INSURANCE	17 Feb 2027	BUILDING	\$4,399,179.00
			PUBLIC LIABILITY	\$30,000,000.00
			OFFICE BEARERS	\$1,000,000.00
			BUILDING CATASTROPHE	\$1,319,754.00
			COMMON CONTENTS	\$43,992.00
			LOSS OF RENT	\$659,877.00
			VOLUNTARY WORKERS	Insured
			FIDELITY GUARANTEE	\$100,000.00
			LEGAL EXPENSES	\$50,000.00
			LOT OWNERS FIXTURES	\$300,000.00
			GOVERNMENT AUDIT COS	\$25,000.00
			APPEAL EXPENSES (H &	\$100,000.00
			TERRORISM COVER	Insured
TOTAL PREMIUM: \$4,955.02				

Further, that the Body Corporate Manager in conjunction with the Committee have the right to vary the insurer or insurance upon renewal if a better option can be obtained; and further that if premium funding is required, that the Committee be authorised to obtain.

Yes: 3 No: 0 Abs: 0 Inv: 0

8. BODY CORPORATE MANAGEMENT

8.1 BODY CORPORATE MANAGEMENT APPOINTMENT - 1 YEAR - ORDINARY RESOLUTION WITHOUT USE OF PROXIES

Motion QUALIFIED.

Qualified that the Body Corporate for KALEVALA COURT CTS 17585 hereby appoints Eagle Body Corporate Management Pty Ltd as Body Corporate Manager for the Scheme ("the Body Corporate Manager") for a term of one (1) year, commencing on 1st of July 2026 at a cost of \$222.00 per lot per annum including GST, together with Fixed Disbursements in the amount of \$50.00 per lot per annum including GST, in accordance with the terms set out in the agreement and the Body Corporate Manager shall have all of the powers, authorities, duties and functions provided in the agreement distributed with the agenda payable monthly in advance; and this appointment shall be binding and effective upon the passing of this motion.

Yes: 3 No: 0 Abs: 0 Inv: 0

8.2 BODY CORPORATE MANAGEMENT APPOINTMENT - 3 YEARS - ORDINARY RESOLUTION WITHOUT USE OF PROXIES

Motion NOT QUALIFIED.

Not qualified that the Body Corporate for KALEVALA COURT CTS 17585 hereby appoints Eagle Body Corporate Management Pty Ltd as Body Corporate Manager for the Scheme ("the Body Corporate Manager") for a term of three (3) years, commencing on 1st of July 2026 at a cost of \$202.00 per lot per annum including GST, together with Fixed Disbursements in the amount of \$50.00 per lot per annum including GST, in accordance with the terms set out in the agreement and the Body Corporate Manager shall have all of the powers, authorities, duties and functions provided in the agreement distributed with the agenda payable monthly in advance; and this appointment shall be binding and effective upon the passing of this motion.

Yes: 0 No: 3 Abs: 0 Inv: 0

Motion 8.1 was chosen as the outcome for this same issue motion as it was the only qualifying motion

9. BUILDING MAINTENANCE

If multiple Reports are requested, then a discount is applied to the approved costs.

Please refer to the explanatory notes.

9.1 ANNUAL SAFETY ASSESSMENT - ORDINARY RESOLUTION

Motion DEFEATED.

Motion defeated that the body corporate engage Arcadia Building Reports Pty Ltd to carry out a Safety Audit of the common property to assist in minimising the liability risk to owners from injuries occurring on common property at a total cost of \$295.00 including GST, to be met from the administrative fund.

Please note nominated Onsite Liaison Contact for Works:

Yes: 0 No: 3 Abs: 0 Inv: 0

9.2 ANNUAL MAINTENANCE REPORT - ORDINARY RESOLUTION**Motion DEFEATED.**

Motion defeated that the body corporate engage Arcadia Building Reports Pty Ltd to carry out an inspection and prepare a Maintenance Report for the common property at a cost of \$300.00 including GST.

Please note nominated Onsite Liaison Contact for Works:

Yes: 0 No: 3 Abs: 0 Inv: 0

9.3 ANNUAL ROOF REPORT - ORDINARY RESOLUTION**Motion DEFEATED.**

Motion defeated that the Body Corporate engage Arcadia Building Reports to carry out an inspection and prepare a Roof Report for an amount not to exceed \$650.00 including GST.

Please note nominated Onsite Liaison Contact for Works:

Yes: 0 No: 3 Abs: 0 Inv: 0

10. SINKING FUND FORECAST - ORDINARY RESOLUTION**Motion CARRIED.**

Resolved that the body corporate engage the services of qualified building professionals, Arcadia Building Reports Pty Ltd to prepare an initial Sinking Fund Forecast for an amount not to exceed \$615.00 including GST, in order to review and update the capital works budget for the property in accordance with the Act, to be met from the sinking fund.

Yes: 3 No: 0 Abs: 0 Inv: 0

11. PEST CONTROL / TERMITE INSPECTION - ORDINARY RESOLUTION**Motion CARRIED.**

Resolved that the body corporate approve Annual Pest Management (APM), or another pest controller as nominated, to carry out pest control and termite inspection to common property at an approximate cost of \$311.00 with the funding of these works to be disbursed from the Administration Fund.

Yes: 3 No: 0 Abs: 0 Inv: 0

12. FIRE EVACUATION

12.1 FIRE EVACUATION PRACTICE - CONTRACTOR APPOINTMENT - ORDINARY RESOLUTION**Motion QUALIFIED.**

Qualified that the Body Corporate, to meet some requirements of the Building Fire Safety Regulations 2008, engage Total Fire Service, or another suitable contractor, to carry out the annual evacuation practice; and further that an allowance of \$385.00 (incl. GST) be included in the Administrative Fund budget to allow for the expense.

Yes: 3 No: 0 Abs: 0 Inv: 0

12.2 FIRE EVACUATION PRACTICE - COMMITTEE APPOINTMENT - ORDINARY RESOLUTION

Motion NOT QUALIFIED.

Not qualified that the Body Corporate, to meet some requirements of the Building Fire Safety Regulations 2008, appoint the Committee as the Evacuation Coordinator to carry out an annual evacuation practice, and prepare the documentation required; and further that an allowance of \$50.00 be included in the Administrative Fund budget to allow for the paperwork associated with the expense.

Yes: 0 No: 3 Abs: 0 Inv: 0

Motion 12.1 was chosen as the outcome for this same issue motion as it was the only qualifying motion

13. APPOINTMENT OF INVOICE APPROVER FOR INVOICE HUB - ORDINARY RESOLUTION

Motion CARRIED.

Resolved that the body corporate resolves to appoint a member of the committee to act as the primary invoice approver within the Invoice Hub platform, with the designated role defaulting to the Treasurer unless an alternative committee member is approved by the Committee.

Yes: 3 No: 0 Abs: 0 Inv: 0

ELECTION OF COMMITTEE**Election of Chairperson**

Gloria Ann Rogers has been elected unopposed as Chairperson.

Name	Lot	Votes	Outcome
Gloria Ann Rogers	4	0	

Election of Secretary

Rosie Price has been elected unopposed as Secretary.

Name	Lot	Votes	Outcome
Rosie Price	2	0	

Election of Treasurer

Renate Thommen has been elected unopposed as Treasurer.

Name	Lot	Votes	Outcome
Renate Thommen	6	0	

Election of Ordinary Member

No nominees were selected for Ordinary Member, this place remains to be filled.

Invoice Hub Approver

Approver 1:

Approver 2:

There being no further business, the Chairperson closed the meeting at 10:52 AM.

Body Corporate for KALEVALA COURT CTS 17585

The Secretary

206 Logan Road, Woolloongabba, QLD, 4102