

MINUTES OF AN ANNUAL GENERAL MEETING

STRATA SCHEMES MANAGEMENT ACT 2015

Strata Plan – 53805 at 2 Schofield Place, Menai



An Annual General Meeting of the Owners of Strata Plan 53805 was held on Thursday 19th March 2020 in the “Birkshire Garage Area” at 2 Schofield Place, Menai. The meeting commenced at 6.00pm.

Present: Units 36, 45, 51 & 54

Proxies: Unit 57

In attendance: Megan De Grandis – Clisdells Strata Management

Chairperson: Megan De Grandis – Clisdells Strata Management

A quorum was declared and the meeting was opened.

MOTION 1 - Confirmation of Previous Minutes

RESOLVED that the minutes of the last general meeting be confirmed as a true and accurate record of the proceedings of that meeting.

MOTION 2 - Financial Statements

RESOLVED that the last financial statements be considered and adopted.

MOTION 3 - Auditor

RESOLVED that an auditor be appointed to audit the accounts and financial statements of the owners corporation.

MOTION 4 - Levy Contributions

RESOLVED that:

(a) in accordance with Section 79(1) and 79 (2) of the *Strata Schemes Management Act 2015* the owners corporation estimates that in respect of the budget, it will need to credit to its administrative and capital works funds for actual and expected expenditure referred to in those subsections the amounts set out in the budget that was attached to the notice of the meeting at which this resolution was passed; and

(b) in accordance with Section 81 of the Act, the owners corporation determines that the following amounts are to be levied to raise the estimated contributions:

Administrative fund - the sum of \$129,168

Capital works fund - the sum of \$20,000

(c) those amounts are to be paid by regular equal periodic instalments on the first days of April 2020, July 2020, October 2020 and January 2021; and not being less than 30 days after the levy notice is given.

(d) the Treasurer is authorised to levy those contributions by written notice on each person liable to pay them.

MOTION 5 - Capital Works Fund

DEFEATED That:

(a) the Owners Corporation prepare a plan of anticipated major expenditure to be met from the capital works fund for a 10 year period (if required) ("Capital Works Fund Plan") or

(b) the Owners Corporation review the current Capital Works Fund Plan and, if necessary, revise or replace that Plan; and

(c) authorise and direct the strata managing agent to obtain a quotation from and appoint a suitably qualified consultant for those purposes.

MOTION 6 - Payment Plans

RESOLVED that the owners corporation will enter into any payment plans for payment of overdue contributions over a period of up to 12 months in accordance with section 85(5) of the Act.

MOTION 7 - Mandatory Insurance

RESOLVED that the insurances as listed in the Annexures to the Agenda of the meeting be confirmed and further that the Strata Committee be delegated the function of increasing, altering or adding insurances should it be resolved to include further insurances.

MOTION 8 - Insurance Quotations

RESOLVED that three quotations for all items of insurance required under the Strata Schemes Management Act 2015 be sought and obtained and the function of accepting and executing an appropriate quotation be delegated to the strata managing agent on instruction of the owners corporation or strata committee.

MOTION 9 - Insurance Valuation

DEFEATED that the Managing Agent obtain a full insurance valuation for the purposes of section 161 of the Strata Schemes Management Act 2015.

MOTION 10 - Commissions and Training Services

RESOLVED that the attached report by the Managing Agent as to whether, and what, commissions or training services have been provided or paid for the managing agent in the last 12 months and are likely to be provided to or paid for the managing for the following 12 months be adopted.

MOTION 11 - Strata Committee

RESOLVED that:

(a) the following nominations for members of the strata committee were received;

Nominee	Nominees Unit	Nominated by	Method of Nomination	Method of Acceptance
Margaret Symons	Unit 36	Self	From the floor	Verbal
Pauline Winter	Unit 45	Self	From the floor	Verbal
Josephine Gubiani	Unit 51	Self	From the floor	Verbal
Alexandra Luschwitz	Unit 54	Self	From the floor	Verbal
Patricia Santarossa	Unit 57	Self	From the floor	Verbal

(b) the number of members of the strata committee be determined at five and

(c) the strata committee was be elected as follows;

Margaret Symons	Unit 36 - Chairperson
Pauline Winter	Unit 45
Josephine Gubiani	Unit 51
Alexandra Luschwitz	Unit 54 – Secretary
Patricia Santarossa	Unit 57

MOTION 12 - Restricted matters

RESOLVED that in accordance with clause 6(a) and 9(i) of Schedule 1 of the Strata Schemes Management Act 2015 the owners corporation decides that there be no additional type of matters which must be determined at a general meeting.

MOTION 13 – Community Association Representative

RESOLVED That:

- (a) the following nominations for representative of the community association were received;

Nominee	Nominees Unit	Nominated Unit	by	Method Nomination	of	Method Acceptance	of
Margaret Symons	Unit 36	Self		From the floor		Verbal	

- the number of representatives of the community association be determined at one and
- the community association representative be elected as follows;

Margaret Symons

Unit 36

- (b) That there be no limitations placed on the decision making powers of the Community Association Representative for the next 12 months

MOTION 14 - Annual Fire Safety Statement

RESOLVED That:

- (a) the last annual fire safety statement under the Environmental Planning and Assessment Act 1979 be considered; and
- (b) the Managing Agent make arrangements for obtaining the next annual fire safety statement.

There being no further business the meeting closed at 6.30pm