

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS OF 147
- 159 CHARLES STREET, WEST PERTH, STRATA PLAN 5629, HELD AT THE
OFFICE OF JONES BALLARD PROPERTY GROUP, 25 PRESTON STREET,
COMO, ON MONDAY 17TH DECEMBER 2007 COMMENCING AT 5.30 PM.**

1. WELCOME:

Mr Peter Munday Manager Strata Division Jones Ballard welcomed all persons present and introduced Mrs Rhonda Dunn, Strata Manager of the property. Mr Munday enquired if everyone was recorded on to the Attendance Register and requested that any written proxies held, be handed in. He requested that in the matter of voting, a clear indication be given by the raising of one hand, and He requested that in the course of the meeting, there be no cross current of conversation and that all comments be directed through the Chair.

**2. RECORD
ATTENDANCE:**

Ms K Silverstone	Unit 2
Mr D Browne	Units 3 & 47
Mr B Stanley	Unit 4
Mrs J Bertolucci - representing	Unit 8
Mr S Tanascev	Unit 13
Mr R Holland	Units 17, 19 & 28
Mr P Ruffell	Unit 20
Mr S Allam	Units 21, 29, 34 & 51
Mr M Caplin	Unit 30
Mr J Blaszczyk	Unit 31
Mr S Saunders	Unit 48

3. PROXIES:

Ms A Fraser	Unit 1
To Jones Ballard	
Messrs DA, T, GJ & EA Browne	Unit 3
To Mr D Browne	
Mr B & Mrs J Stanley	Unit 4
To Mr B Stanley	
Mr J Daebritz	Unit 6
To Jones Ballard	
Mrs C Chapman	Unit 7
To Jones Ballard	
Mr J Bertolucci	Unit 8
To Mrs J Bertolucci	
Mr A Smith	Unit 9
To Mr J Blaszczyk	
Mr J Sloan	Unit 11
To Jones Ballard	
Mr S & Mrs K Tanascev	Unit 13
To Mr S Tanascev	

Mr M Quin & Mrs K Ballard	Unit 14
To Jones Ballard	
Ms S Beale	Unit 16
To Jones Ballard	
Mr P & Mrs J Smith	Unit 23
To Mr J Blaszczyk	
Dr M Willis	Unit 27
To Jones Ballard	
Ms C Thomson	Unit 32
To Jones Ballard	
Ms N Browne	Unit 37
To Mr D Browne	
Mrs C Ryan	Unit 38
To Mr D Browne	
Ms E Foston	Unit 42
To Jones Ballard	
Ms G Dragone	Unit 43
To Jones Ballard	
Mrs D Gilbert	Unit 46
To Jones Ballard	
Mr D & Mrs T Browne	Unit 47
To Mr D Browne	
Ms Y M Ip	Unit 53
To Jones Ballard	
Mr J Jurkov	Unit 54
To Jones Ballard	

**4. APOLOGIES
FOR ABSENCE:**

Nil

5. QUORUM:

A quorum was present.

6. CHAIRPERSON:

It was unanimously **RESOLVED** that Mr P Munday be appointed to the Chair for the duration of the meeting.

**7. CONFIRMATION
OF MINUTES:**

It was **RESOLVED** that the Minutes of the Annual General Meeting held on 18/12/06 be received and accepted as a true and correct record and were signed by the Chairperson.

**8. BUSINESS
ARISING:**

Nil

9. REPORT FROM MANAGER:

The strata managers report included in the Notice of Meeting was accepted.

10. FINANCIAL REPORT:

The Chairman referred to the financial report as included with the notice of meeting. He reported that some enquiries were previously made by Mr Blaszczyk regarding management fees and an explanation had been given. No other enquiries were received. Mr J Blaszczyk brought to the attention of the meeting that to the end of September 2007 there were only 11 months management fees/postage & petties included in the financial statement. The Chairman explained that this was due to the fact that the strata company had insufficient funds in the general trust account at the end of September. The October statement shows 2 months management fees/postage & petties –and accordingly next years financial statement will show 13 months management fees.

The Chairman enquired if his explanation of the fee position was satisfactory and that was agreed.

It was **RESOLVED** that the financial report for the period ending 30/09/07 and the supplementary report to 31/10/07 be received and adopted as a true and correct record.

11. ELECTION OF COUNCIL OF OWNERS:

11.1 Determine number of persons of whom council shall consist.

The Chairman gave a brief description of the role and responsibilities of the Council of Owners and it was **RESOLVED** that the number of owners of whom council shall consist shall be four (4).

Moved: Mr S Saunders Seconded: Mr D Browne
Carried with one vote against.

11.2 Nominations and election of members.

The Chairman called for nominations and five were submitted. Due to five (5) people being nominated for council a written ballot was held. The Chairman requested Mr Allam (who was not a nominee and due to no proxies submitted was not entitled to vote) to assist with counting of the written votes and Mr Allam agreed. At the request of the Chairman Mr Allam announced the following persons to be elected to be the Council:

Mr S Tanascev	Unit 13
Mr J Blaszczyk	Unit 31
Mr D Browne	Unit 47
Mr S Saunders	Unit 48

Positions of Chairman, Treasurer and Secretary to be appointed at the first Council Meeting, in accordance with the bylaws.

12. APPOINTMENT OF MANAGERS:

It was **RESOLVED** that the Council be directed to appoint Jones Ballard Property Group as Strata Company Agent Managers from the 17/12/07 to the date of the next Annual General Meeting in accordance with their proposal as attached to the Notice of Meeting.

ALL FEES MENTIONED BELOW INCLUDE GST

Annual Management fee \$6348.00 (\$529.00 charged monthly in advance) plus Annual General Meeting fee charged at hourly rate. Adjourned Meeting fee \$99.00 - 9.00 a.m. - 5.00 p.m. and \$143.00 otherwise, cost of postage, petties and storage of records \$88.58 per month.

Extra duties which are performed at the rate of \$99.00 per hour during office hours and \$143.00 per hour otherwise, include compliance with The New Tax System, attendance at Extraordinary and Council Meetings, and registration of By-laws, collection of Special Levies, legal actions as required and property inspections. Fees collected in accordance with Section 43 of the Act are payable to Managers, being for preparation of Certificates providing information or arranging inspection of Strata Company records.

13. INSURANCE COVERS:

The chairman referred to the information included in the Notice of Meeting under this item number.

It was noted that the following levels of cover apply, via CHU Underwriting Agencies Pty Ltd to expire on 1/10/08.

Levels of Cover:

Building	\$5,705,000.00
Common Area Contents	\$24,000.00
Legal Liability	\$10,000,000.00
Office Bearers Liability	\$2,000,000.00
Workers Compensation	As Per Act
Excess on Building	\$50.00 per claim

It was **RESOLVED** that the building is to be insured at the suggested figure from the insurers when the renewal notice is received.

Mr S Allam enquired if other covers are sought with other insurance companies and the Chairman responded that is not usual practice. Mr R Holland offered to obtain other quotations from insurance companies if council so wishes.

14. SPECIAL BUSINESS:

14.1 Pool upgrade, repairs or closure (per strata council).

The Chairman referred to the information included with the notice of meeting. He enquired from Mrs Dunn, based on her instructions from owners who submitted proxies, whether any of them wished for closure of the pool. Mrs Dunn responded that no owners represented by Jones Ballard at the meeting wished for the closure of the pool. The Chairman then called for a show of hands from persons present who wished for closure of the pool. Only one person (Mr Blaszczyk) was in favour of closure, together with two proxy votes held by him. The Chairman then requested the strata company chairman Mr S Saunders to speak to the matter. Mr Saunders explained that the front fence of the pool needs to be heightened by 1 ½ feet and the gate to the pool needs the height raised. Cost figures mentioned in the notice were estimations by the treasurer and not factual costs.

Mr D Browne requested that any owners who have contacts re sourcing leaks to the pool contact council with details.

It was moved Mr S Saunders – seconded Mr D Browne that the strata council be instructed to investigate options – obtain quotations and bring information to a later general meeting. Mr D Browne reported that the Town of Vincent obliges that the regulations be satisfied. He reiterated that costs would be involved.

(At this point Mrs J Bertolucci – Unit 8 left the meeting).

14.2 Upgraded security (per owner Unit 2)

The Chairman enquired if Ms Silverstone, owner of Unit 2 had any recommendations to submit to the meeting but she did not.

The Chairman suggested that Ms Silverstone may choose to address the topic at a later time and that was acknowledged.

14.3 Display of strata management sign

The council of owners agreed for Jones Ballard strata sign to be erected, with the installation to be organised by the strata manager.

15. GENERAL BUSINESS:

15.1 White ant report

Owner of Unit 4 – Mr Stanley reported as a result of his purchase of unit 4 that he received a white ant report for the complex. He offered to check if the report is current or not and provide details to council of owners.

15.2 Powers of Council

Ms Silverstone enquired about the powers of council, especially about the removal of trees from the complex. The Chairman gave an explanation as to the powers of the strata council. Mr Ruffell – Unit 20 reported that the maiden hair ferns around the complex were looking like they needed a good watering and Mr Browne responded with details as to the upkeep of the ferns.

15.3 Plumbing concerns

Mr Blaszczyk advised that attendance by plumbers at the property be referred to council by Jones Ballard prior to their attendance. The Chairman requested council to consider a policy and inform Managers relevant details.

16. BUDGET/LEVY:

After discussion, it was **RESOLVED** that the proposed Budget of \$59,892.00 for the period 2007/2008, be received and adopted and that the levy as per unit entitlement be adopted, payable quarterly in advance commencing from 01/01/08.

UNIT ENTITLEMENT: LEVY:

3 (30 units)	\$241.50 (quarterly)
4 (24 units)	<u>\$322.00 (quarterly)</u>

TOTAL \$14,973.00 x 4 qtrs = \$59,892.00 p.a.

All in favour with one exception. Mr Blaszczyk Unit 31 against. Motion carried.

17. NEXT MEETING:

The next Council meeting is to be held on the 14th February 2008, commencing at 6.00 pm, Unit 47/147 Charles Street, West Perth.

The next General Meeting will be in approximately November 2008. Details to be advised by Managers at least fourteen days prior.

All proprietors are notified herewith that if any proprietor wishes for an item to be included onto the agenda for the next Annual General Meeting, details should be submitted in writing to Jones Ballard by 30th September 2008.

18. CLOSURE:

Mr Munday thanked those present for their attendance and input at the meeting. There being no further business the meeting closed at 7.40 pm.

CONFIRMED:



THIS

24.

DAY OF

11.

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