

The Owners of 147-159 Charles Street, West Perth Strata Plan 5629

MINUTES OF THE ANNUAL GENERAL MEETING

**Held at the office of Exclusive Strata Management,
Suite 15, 443 Albany Highway, Victoria Park
on Tuesday, 24 November 2015 at 5:30pm.**

PRESENT

Michael Caplin	Danny Hawkins	Saxon Mailey
Robin Waters	Sekularac Tanasceva	Ian Heath
Maree Heath	Kate Bingham	Rachel Riley
Tony Green	Donna Millington	Benita Ng
Rebecca Lawson	Sebastian Douglas	Abraham Davis

BY INVITATION

Jasmine Abraham representing Exclusive Strata Management (**ESM**)

APOLOGIES

Nil

PROPRIETORS PRESENT OR REPRESENTED BY PROXY

Lot	Proprietor	Represented by	Proxy and/or Proprietor
1	Mr S Mailey	Saxon Mailey	Proprietor
4	Ms J Millington	Donna Millington	Proxy
7	Mrs C Chapman	Chairperson	Proxy
8	Mr B Mahony	Saxon Mailey	Proxy
9	Mr A Smith	Sekularac Tanasceva	Proxy
11	Mr J Sloan	Chairperson	Proxy
12	State Housing Commission	Tony Green	Proxy
13	Mr S & Mrs K Tanasceva	Sekularac Tanasceva	Proprietor/Proxy
14	Mr I & Mrs M Heath	Ian Heath	Proprietor/Proxy
15	Ms K Bingham	Kate Bingham	Proprietor
16	Ms S Botica	Kate Bingham	Proprietor
17	Ms R Waters	Robin Waters	Proprietor
18	State Housing Commission	Tony Green	Proxy
20	Ms R Riley	Rachel Riley	Proprietor
21	S Allam & S Saleh	Chairperson	Proxy
22	Mr S Saunders	Saxon Mailey	Proxy
23	Mr P & Mrs J Smith	Sekularac Tanasceva	Proxy
25	Mr L Chin Pang Chan	Chairperson	Proxy
26	Mr R Kanter	Saxon Mailey	Proxy
29	Soliman Allam	Chairperson	Proxy
30	Mr M Caplin	Michael Caplin	Proprietor
32	Ms B Hobson	Saxon Mailey	Proxy

33	Ms Y Berman	Chairperson	Proxy
34	Soliman Allam	Chairperson	Proxy
36	Mr S Clarkin	Saxon Mailey	Proxy
37	Ms N Browne	Sekularac Tanasceva	Proxy
38	Mrs C Ryan	Chairperson	Proxy
40	Ms B Chuen Lin Ng	Benita Ng	Proprietor
41	Mr T Woods	Chairperson	Proxy
42	Ms E Foston	Saxon Mailey	Proxy
43	Mr K Thongkam & Ms C Connery	Saxon Mailey	Proxy
46	Mrs D Gilbert	Saxon Mailey	Proxy
48	Mr S Saunders	Saxon Mailey	Proxy
49	Mr P Martin & Ms E McKeon	Saxon Mailey	Proxy
51	Mr S Allam & Ms S Saleh	Chairperson	Proxy
52	Ms G Lawson	Rebecca Lawson	Proxy
54	Mr J Jurkov	Chairperson	proxy

It being confirmed by the strata company manager of an enabling quorum being present, the meeting is properly constituted and may proceed to the conduct of business.

1. Appointment of chairman for the meeting

On a motion moved by Saxon Mailey it was resolved that Jasmine Abraham be authorised to act as chairman of the strata company for the purpose of the meeting. The chairman declared the meeting open at 5:40pm.

2. Confirmation of previous minutes

On a motion moved by Ian Heath and seconded by Kate Bingham it was resolved that the previously circulated minutes of the general meeting held on 20 November 2014 be confirmed as a true record of those proceedings.

Matters arising from the previous minutes

Nil.

3. Consideration of statement of accounts

On a motion moved by Ian Heath and seconded by Sekularac Tanasceva it was resolved that the statement of accounts for the period 1/10/2014 to 30/09/2015 showing an amount of \$20,001.31 net owners' funds, be adopted as presented.

4. Constitution of the council

4.1 On a motion moved by Saxon Mailey and seconded by Tony Green it was resolved that the council of the strata company consist of 4 proprietors.

4.2 The following candidates were nominated:

- Saxon Mailey
- Jennifer Millington
- Sean Saunders
- Danny Hawkins

The above 4 candidates were duly elected to the council.

5. Annual report of the chairman

On a motion moved by Kate Bingham and seconded by Benita Ng it was resolved that the annual report of the chairman was received.

6. Changes to Schedule 1 by-laws

On a motion moved by Ian Heath and seconded by Sekularac Tanasceva it was resolved that by resolution without dissent the by-laws in Schedule 1 to the Strata Titles Act, 1985, as they apply to the strata company are added to as follows:

New Schedule 1 by-law 8(2)(d)

8(2)(d) The Council may, by agreement of an absolute majority of its members, conduct a meeting of the Council by telephone, audio-visual or other agreed electronic means or any combination of these by which continuous communication is maintained between such of its members as constitutes a quorum under the by-laws.

The chairman confirmed that sufficient notice of the motion had been given and that a sufficient quorum was present at the time of voting.

The following lots voted in favour of the resolution: lot 1, 4, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22, 23, 25, 26, 29, 30, 32, 33, 34, 36, 37, 38, 40, 41, 42, 43, 46, 48, 49, 51, 52, 54

There were no opposing votes.

The chairman declared the resolution to have passed as a resolution without dissent.

Motion under notice –

On a motion moved by Tony Green and second by Ian Heath it was resolved that without dissent the by-laws in Schedule 1 to the Strata Titles Act, 1985, as they apply to the strata company are added to as follows:

New Schedule 1 By-law 18

18. Fire Prevention Equipment

18.1 The Proprietor of each lot shall at the Proprietor's expense;

a) ensure smoke alarms are installed within the lot and maintained in good working order including ensuring back-up batteries are regularly replaced and remain charged at all times.

b) ensure smoke alarms installed within the lot are compliant with the "Building Regulations" as published by the Department of Commerce.

The chairman confirmed that sufficient notice of the motion had been given and that a sufficient quorum was present at the time of voting.

The following lots voted in favour of the resolution: lot 1, 4, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22, 23, 25, 26, 29, 30, 32, 33, 34, 36, 37, 38, 40, 41, 42, 43, 46, 48, 49, 51, 52, 54

There were no opposing votes.

The chairman declared the resolution to have passed as a resolution without dissent.

7. Insurance

On a motion moved by Ian Heath and seconded by Michael Caplin it was resolved that the council be directed to renew the current insurance policy prior to its expiry date in such sums as are suggested by the insurer or as are recommended by qualified professional advisors.

8. Consideration of budget of estimated expenditure from the administrative fund

On an amended motion moved by Ian Heath and seconded by Tony Green it was resolved that the budget of estimated expenditure from the administrative fund GST inclusive for the period 1/10/2015 to 30/09/2016 amounting to \$118,889.80 be adopted.

Note: A copy of the amended budget is enclosed with these minutes.

9. Determination of the levy of contributions for the period 1/01/2016 to 31/12/2016

On a motion moved by Ian Heath and seconded by Michael Caplin it was resolved that the levy of contributions on proprietors for the administrative fund be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

\$154.00	per unit entitlement	1 st January	2016,
\$154.00	per unit entitlement	1 st April	2016,
<u>\$154.00</u>	<u>per unit entitlement</u>	<u>1st July</u>	<u>2016,</u>
\$154.00	per unit entitlement	1 st October	2016,

to raise a total of \$114,576.00 in the financial year,

and,

that the levy of contributions on proprietors for the reserve fund be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

\$10.00	per unit entitlement	1 st January	2016,
\$10.00	per unit entitlement	1 st April	2016,
<u>\$10.00</u>	<u>per unit entitlement</u>	<u>1st July</u>	<u>2016,</u>
\$10.00	per unit entitlement	1 st October	2016,

to raise a total of \$7,440.00 in the financial year.

10. Matters without notice for discussion and referral to the council

(a) Pedestrian Gate: Rebecca Lawson noted that the closing a pedestrian gate may be a fire hazard, Saxon Mailey discussed security issues and history with those present and it was decided that the Council of Owners will investigate and ensure fire evacuation requirements are not impeded by the closure of gates for security reasons.

(b) Smoking: Rebecca Lawson noted that she had observed people smoking on the common property and often smelled cigarette smoke within the unit. The council of owners confirmed there was an Alcohol, Drug and Tobacco by-law. Rebecca was advised to forward a formal complaint for the Council of Owners consideration.

(c) **Water Leak Detection:** Notice of utility service disruptions will be provided to all residents before each scheduled shut down.

11. Close of meeting

There being no further business the meeting closed at 6:35pm.

Signed as a true and correct record of this meeting:-

CHAIRMAN

DATE

Addendum to minutes:

Following the meeting, there were no further expressions of support or opposition to the resolutions passed in respect of item 6. Item 6 became unconditional on 22nd December 2015.