

The Owners of The Mews

Strata Plan 5629

MINUTES OF THE ANNUAL GENERAL MEETING

**Held at Exclusive Strata Management Services,
15/443 Albany Highway, Victoria Park
on Tuesday 1st November 2011 at 5.30 pm.**

PRESENT

Danny Hawkins	Kittiphong Thongkam	Clodagh Connery
Rachel Riley	Saxon Mailey	Sean Saunders
Joanne Armstrong	Andrea Bowden	

BY INVITATION

Laura Chapman 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	Mr B & Mrs J Stanley	Laura Chapman	Proxy
5	Mr E Cummins	Saxon Mailey	Proxy
6	Mr J Daebritz	Laura Chapman	Proxy
7	Mrs C M Chapman	Laura Chapman	Proxy
8	Mr B Mahoney	Saxon Mailey	Proxy
9	Mr A Smith	Sean Saunders	Proxy
10	Ms S Mao	Saxon Mailey	Proxy
11	Mr J Sloan	Laura Chapman	Proxy
13	Mr S Tanascev & Ms K Tanasceva	Sean Saunders	Proxy
14	Mr M Quin & Mrs K Ballard	Laura Chapman	Proxy
19	Mr R Holland	Saxon Mailey	Proxy
20	Ms R L Riley	Rachel Riley	Proprietor
21	S Allam & S Saleh	Laura Chapman	Proxy
22	Mr S A Saunders	Sean Saunders	Proprietor
23	Mr P & Mrs J Smith	Sean Saunders	Proxy
24	Mr D Hawkins	Danny Hawkins	Proprietor
25	Mr L C P Chan	Laura Chapman	Proxy
28	Mr R Holland	Saxon Mailey	Proxy
29	S Allam & S Saleh	Laura Chapman	Proxy
33	Mr P Wakefield & Ms A Bowden	Andrea Bowden	Proprietor / Proxy
34	S Allam & S Saleh	Laura Chapman	Proxy
40	Ms J Armstrong	Joanne Armstrong	Proprietor
42	Ms E M Foston	Laura Chapman	Proxy
43	Mr K Thongkam & Ms C Connery	Kittiphong Thomgkam	Proprietor / Proxy
46	Mrs D Gilbert	Saxon Mailey	Proxy
48	Mr S Saunders	Sean Saunders	Proprietor
51	S Allam & S Saleh	Laura Chapman	Proxy
54	Mr J Jurkov	Saxon Mailey	Proxy

1. Appointment of Chairman for the Meeting

Laura Chapman was appointed to chair this meeting.

2. Confirmation of Quorum Present

It being confirmed that there was a quorum of 29 owners present or represented, the Chairman advised that the meeting was properly constituted and could proceed to the transaction of the notified business and declared the meeting open at 5.35 pm.

3. Confirmation of the minutes of the previous General Meeting

It was resolved on a motion proposed by Danny Hawkins and seconded by Sean Saunders that the minutes of the General Meeting held on 16/11/10 be confirmed.

4. Matters Arising from the Previous Meeting

Nil.

5. Statement of Accounts

It was resolved on a motion proposed by Saxon Mailey and seconded by Sean Saunders that the statement of accounts for the period ending 30/09/11 be adopted as presented, Total Owners Funds being \$45,571.93.

6.1 Constitution of the Council

It was resolved on a motion proposed by Danny Hawkins and seconded by Sean Saunders that the Council of the Strata Company consists of 6 proprietors.

6.2 The following candidates were nominated:

- Joanne Armstrong
- Andrea Bowden
- Danny Hawkins
- Saxon Mailey
- Rachel Riley
- Sean Saunders

The above 6 candidates were declared duly elected to the Council.

7. Change of strata company's address for service of notices

The following motion was not put to the meeting "that pursuant to section 40 of the Strata Titles Act, 1985 the address for the purpose of the service of notices on the strata company be changed to c/- Exclusive Strata Management, PO Box 779, Victoria Park WA 6979.

NOTE: This motion was passed at the last Annual General Meeting.

8. Insurance

It was resolved on a motion proposed by Saxon Mailey and seconded by Danny Hawkins that the council be directed to obtain a building replacement valuation and amend the sum insured to the amount of that valuation.

9. Items of business notified of proposed by proprietors/ Council of others

The following item was put to the meeting:

a) Electrical, gas and plumbing works.

Due to several legislative requirements, money needs to be spent on electrical, gas and plumbing. Instead of raising a special levy, an increase in the strata levies is proposed.

10. Consideration of budget of estimated expenditure

It was resolved on a motion proposed by Saxon Mailey and seconded by Joanne Armstrong that the budget of estimated expenditure of \$105,479.00, inclusive of GST, be adopted as the budget of the Strata Company for the period 01/10/11 to 30/09/12.

NOTE: Includes \$22,320.00 (special levy) carried over from the last financial year.

11. Transfer of Reserve Funds.

It was resolved on a motion proposed by Saxon Mailey and seconded by Sean Saunders that the Council be authorised to transfer funds to a maximum of \$16,000.00 from the Reserve Fund to the Administrative Fund as may be required to meet the cost of future works.

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

It was resolved on a motion proposed by Joanne Armstrong and seconded by Andrea Bowden that the levy of contributions on proprietors for the Administrative Fund be payable quarterly in advance, inclusive of GST, by installments due and payable in the amounts and on the dates as shown below:

\$100.00 per unit entitlement	1 st January	2012,
\$100.00 per unit entitlement	1 st April	2012,
\$100.00 per unit entitlement	1 st July	2012,
\$100.00 per unit entitlement	1 st October	2012,

to raise a total of \$72,354.00 in the financial year,

and,

that the levy of contributions on proprietors for the Reserve Fund be payable quarterly in advance, inclusive of GST, by installments due and payable in the amounts and on the dates as shown below:

\$6.00 per unit entitlement	1 st January	2012,
\$6.00 per unit entitlement	1 st April	2012,
\$6.00 per unit entitlement	1 st July	2012,
\$6.00 per unit entitlement	1 st October	2012,

to raise a total of \$4,464.00 in the financial year.

13. General Business

(a) Valuation for Insurance purposes: Council to arrange prior to next Annual General Meeting 2012.

(b) Hot Water Systems: Council of Owners to discuss and advise if rebates can be gained from the Strata Company.

(c) Thanks: Owners present at the meeting thanked Saxon for all his hard work in

the past year.

- (d) **ESM Management Contract:** The ESM Management Agreement was presented to Saxon Mailey to consider. The meeting was advised that the agreement should be signed by 2 council members and returned to ESM within 30 days. The provisions of the contract apply after 1 month.

Close

There being no further business the meeting closed at 6.00 pm.

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

CHAIRPERSON

DATE