

**The Owners of The Mews – West Perth
147-159 Charles St 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, 31 October 2017, commencing at 5:30 pm

PRESENT

| | | |
|------------------|---------------------|---------------|
| Rod Kanter | Robin Waters | Bob Olsson |
| Richard Kosovich | Ian Heath | Maree Heath |
| Kate Bingham | Sekularac Tanasceva | Saxon Mailey |
| Rachel Riley | Benita Ng | Sean Saunders |

BY INVITATION

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

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 | Saxon Mailey | Proxy |
| 7 | Mrs C Chapman | Chairman | Proxy |
| 8 | Mr B Mahony | Saxon Mailey | Proxy |
| 12 | State Housing Commission | Chairman | 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 |
| 17 | Ms R Waters | Robin Waters | Proprietor |
| 18 | State Housing Commission | Chairman | Proxy |
| 20 | Ms R Riley | Saxon Mailey | Proxy |
| 21 | S Allam & S Saleh | Chairman | Proxy |
| 23 | S Mailey | Saxon Mailey | Proxy |
| 25 | Mr L Chan | Chairman | Proxy |
| 26 | Mr R Kanter | Rod Kanter | Proprietor |
| 29 | S Allam | Chairman | Proxy |
| 32 | Mrs B Mentiplay | Saxon Mailey | Proxy |
| 33 | Ms Y Berman | Chairman | Proxy |
| 34 | S Allam | Chairman | Proxy |
| 36 | Mr S Clarkin | Saxon Mailey | Proxy |
| 37 | Ms N Browne | Sheki Tanaseev | Proxy |
| 38 | Mrs C Ryan | Chairman | Proxy |

| Lot | Proprietor | Represented by | Proxy and/or Proprietor |
|------------|------------------------------|-----------------------|--------------------------------|
| 39 | Mr R Kosovich | Richard Kosovich | Proprietor |
| 40 | Ms B Ng | Benita Ng | Proprietor |
| 41 | Mr T Woods | Chairman | Proxy |
| 42 | Ms E Foston | Edna Foston | Proprietor |
| 43 | Mr K Thongkam & Ms C Connery | Saxon Mailey | Proxy |
| 46 | Mrs D Gilbert | Saxon Mailey | Proxy |
| 48 | Mr S Saunders | Sean Saunders | Proprietor |
| 51 | S Allam & S Saleh | Chairman | Proxy |
| 52 | Ms G Lawson | Saxon Mailey | Proxy |
| 54 | Mr J Jurkov | Chairman | 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 Ian Heath 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 5:40 pm.

2. Confirmation of previous minutes

On a motion moved by Kate Bingham and seconded by Edna Foston it was resolved that the previously circulated minutes of the general meeting held on 25 October 2016 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 Edna Foston it was resolved that the statement of accounts for the period 1/10/2016 to 30/09/2017 showing an amount of \$48,457.83 net owners' funds, be adopted as presented.

4. Constitution of the council

4.1 On an amended motion moved by Saxon Mailey and seconded by Robin Waters it was resolved that the council of the strata company consist of 6 proprietors.

4.2 The following candidates were nominated:

- Saxon Mailey
- Daniel Hawkins
- Sean Saunders
- Benita Ng
- Bryan Mahony
- Richard Kosovich

The above 6 candidates were duly elected to the council.

5. Annual report of the council

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

Note: Robin Waters gave thanks to the outgoing council of owners.

6. Insurance

On a motion moved by Kate Bingham and seconded by Edna Foston 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.

7. Items of business notified by council

Modifications to Common Property

Owners are reminded that ANY modifications to common property must be approved in writing by the Strata Council, this includes any modifications to the plumbing ducts or hot water systems. Owners are also reminded that if approvals have been granted for modifications in the past, any replacement or upgrades of modified items must be reapproved. Note that common property includes: external walls/windows/doors, the entire balcony area, walkways and the entire plumbing duct.

Electric Hot Water Systems

Due to limitations in the electrical supply to the building electrical hot water systems are not permitted to be installed, if electrical systems have been approved by the strata company in the past, they may not be replaced and must be converted to gas. The strata company has investigated the option of upgrading the power supply to the complex and all units and found this to be extremely expensive and cost prohibitive.

8. Arrears and Debt Collect Recovery Procedure

On a motion moved by Ian Heath and seconded by Edna Foston it was resolved that the strata company accepts the Debt Recovery Procedure as detailed in the Notice and Agenda.

On a motion moved by Ian Heath and seconded by Edna Foston it was resolved that all costs associated with debt recovery from a proprietor (including Exclusive Strata Management's internal recovery costs) will be payable by the relevant proprietor. The strata company acknowledges its liability to pay the costs incurred by such debt recovery in the first instance, however the debt will remain with the lot until the strata company is reimbursed.

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

On a motion moved by Edna Foston and seconded by Kate Bingham it was resolved that the budget of estimated expenditure from the administrative fund GST inclusive for the period 1/10/2017 to 30/09/2018 amounting to \$133,400.00 be adopted.

10. Determination of the levy of contributions for the period 1/01/2018 to 31/12/2018

On a motion moved by Ian Heath and seconded by the Saxon Mailey 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:

| \$/UoE ¹ | For the Period | Period Total | Due Date |
|---|---------------------|--------------|-----------------------------------|
| \$155.00 | 01/10/17 – 31/12/17 | \$28,830.00 | 01/10/17 (Previously Approved) |
| \$155.00 | 01/01/18 – 31/03/18 | \$28,830.00 | 01/01/18 |
| \$155.00 | 01/04/18 – 30/06/18 | \$28,830.00 | 01/04/18 |
| \$155.00 | 01/07/18 – 30/09/18 | \$28,830.00 | 01/07/18 |
| to raise a total of \$115,320.00 for the financial year (01/10/2017 to 30/09/2018) | | | |
| And | | | |
| \$/UoE | For the Period | Period Total | Due Date |
| \$155.00 | 01/10/18 – 31/12/18 | \$28,830.00 | 01/10/18 (Pre Issue) ² |

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:

| \$/UoE ³ | For the Period | Period Total | Due Date |
|--|---------------------|--------------|-----------------------------------|
| \$20.00 | 01/10/17 – 31/12/17 | \$3,720.00 | 01/10/17 (Previously Approved) |
| \$20.00 | 01/01/18 – 31/03/18 | \$3,720.00 | 01/01/18 |
| \$20.00 | 01/04/18 – 30/06/18 | \$3,720.00 | 01/04/18 |
| \$20.00 | 01/07/18 – 30/09/18 | \$3,720.00 | 01/07/18 |
| to raise a total of \$14,880.00 for the financial year (01/01/2017 to 31/12/2017) | | | |
| And | | | |
| \$/UoE | For the Period | Period Total | Due Date |
| \$20.00 | 01/10/18 – 31/12/18 | \$3,720.00 | 01/10/18 (Pre Issue) ⁴ |

Note: Owners present agreed to keep the standard levies at a reduced rate this year. It was noted that it was highly likely that standard levies would increase next year.

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

- (a) **Special projects** – This year Special Projects will be used to rectify the fence around the clothesline area and upgrade gate security.
- (b) **Savings** – Richard Kosovich proposed the council of owners explore saving options especially for fixed services.
- (c) **Insurance Valuation** - Insurance valuation will be considered next year.
- (d) **Painting** – Roslyn Carbon asked if the colour scheme for the complex could be changed. Council of owners agreed to review options presented by Roslyn.
- (e) **Screen Doors** – Strata Company replaces broken/security doors as required.
- (f) **Solar Power** – Installation scheduled for the 9th November will be connected to the pool pump.
- (g) **Special Thanks** – Enda Foston thanked council of owners for their efforts at the complex.

¹ Unit of Entitlement

² Levy that is approved for the next financial year.

³ Unit of Entitlement

⁴ Levy that is approved for the next financial year.

12. Close of meeting

There being no further business the meeting closed at 6:30 pm.

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

DATE: 3rd November 2017

CHAIRMAN