Minutes for the Annual General Meeting

S/Plan 5629 The Mews 147-159 Charles St West Perth 147-159 Charles Street

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1. Appointment of Chairperson for the meeting

In accordance with Schedule 130(4) of the STAA 1985, if a quorum is not present after 30 minutes has elapsed from the time appointed, the persons entitled to vote who are present at the meeting are taken to constitute a quorum for the purposes of that meeting.

On a motion Moved by: Saxon Mailey and Seconded by: Barry Scott it was resolved that Bryan Dorfan be authorised to act as Chairperson of the Strata Company for the purpose of the meeting.

There being sufficient quorum present to proceed with the motions on notice, the Chairperson declared the meeting open at 6:00 PM.

The Chairperson acknowledged the following invitees:

- Claire Biddiss.
- Bryan Dorfan, representing ESM Strata.

2. Confirmation of Previous Minutes

On a motion Moved by: Saxon Mailey and Seconded by: Emily Berry it was resolved that the previously circulated minutes of the General Meeting held on 06/11/2024 be confirmed as a true record of those proceedings.

3. Consideration of the Statement of Accounts

On a motion Moved by: Emily Berry and Seconded by: Sean Saunders it was resolved that the Statement of Accounts for the period 01/10/2024 to 30/09/2025 showing an amount of $113,073.11 net owners’ funds, be adopted as presented.

4. Insurance Certificate of Currency

On a motion Moved by: Sean Saunders and Seconded by: Emily Berry it was resolved the Council of the Strata Company be directed to renew the Strata Company's Insurance Policy prior to it's expiry date in such sums as are suggested by the insurer or as are recommended by qualified professional advisors.

5. Constitution of the Council of the Strata Company

a) On **AN AMENDED** motion Moved by: Saxon Mailey and Seconded by: Sean Saunders it was resolved that the Council of the Strata Company consist of 6 owners.

b) The following candidates were nominated:

- Lot 1 - Saxon Maley
- Lot 3 - Renee Sullivan
- Lot 11 - Loiza Williams
- Lot 22 - Emily Berry
- Lot 40 - Benita Ng
- Lot 48 - Sean Saunders

The above 6 candidates were duly elected to the Council of the Strata Company.

6. Transfer of reserve funds

On a motion Moved by: Saxon Mailey and Seconded by: Emily Berry it was resolved that the council be authorised to transfer funds to a maximum of $40,000 from the reserve fund to the administrative fund to help fund the budget.

7. Consideration of Administrative Fund Budget

On a motion Moved by: Sean Saunders and Seconded by: Bruce Denny it was resolved that the budget of estimated expenditure from the Administrative Fund (GST inclusive) for the period 01/10/2025 to 30/09/2026 amounting to $302,287.50 be adopted, and shall also be the same budget for the following 12 month period until amended by a future General Meeting.

8. Determination of the Levy of Contributions for the Administrative Fund

On a motion Moved by: Emily Berry and Seconded by: Saxon Mailey it was resolved that the **Levy** of contributions on proprietors for the **Administrative Fund** (Ref 100(1) of the Strata Titles Act) be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

$/Unit of Entitlement	For the Period	Due Date
$190.00	01/10/2025 - 31/12/2025	01/10/2025 (previously approved)
$190.00	01/01/2026 - 31/03/2026	01/01/2026
$190.00	01/04/2026 - 30/06/2026	01/04/2026
$190.00	01/07/2026 - 30/09/2026	01/07/2026

to raise an amount of $141,360.00 in the financial year 01/10/2025 to 30/09/2026, and

$/Unit of Entitlement	For the Period	Due Date
$190.00	01/10/2026 - 31/12/2026	01/10/2026 (pre-issued)

The quarterly levies shall continue at the same rate until amended at a future General Meeting.

9. Determination of the Levy of Contributions for the Reserve Fund

On **AN AMENDED** motion Moved by: Emily Berry, and Seconded by: Sean Saunders, it was resolved that the **Levy** of contributions on owners for the **Reserve Fund** (Ref 100(2) of the Strata Titles Act) be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

$/Unit of Entitlement	For the Period	Due Date
$25.00	01/10/2025 - 31/12/2025	01/10/2025 (previously approved)
$25.00	01/01/2026 - 31/03/2026	01/01/2026
$35.00	01/04/2026 - 30/06/2026	01/04/2026
$35.00	01/07/2026 - 30/09/2026	01/07/2026

to raise an amount of $22,320.00 in the financial year 01/10/2025 to 30/09/2026, and

$/Unit of Entitlement	For the Period	Due Date
$35.00	01/10/2026 - 31/12/2026	01/10/2026 (pre-issue)

The quarterly levies shall continue at the same rate until amended at a future General Meeting.

10. Approval of Pre-Approval Expenditure Limit for the Strata Manager

On a motion Moved by: Saxon Mailey and Seconded by: William Hartney it was resolved that the Strata Manager is authorised to arrange repairs and maintenance for works to the Common Property up to a limit of $500.00 excluding GST per item.

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

The following matters raised are referred to the Council of the Strata Company (CoSC):

Rubbish disposal

- A concerted effort is needed to ensure that residents and visitors do not leave or throw rubbish at the entrances to the complex. It was an issue that the incoming Council should look at.

Trees

- The Council should look into the **TREEBATE** (free tress) being offered to ensure privacy especially given the new development in the area. Bi Conifers would be the preference if possible

Cleaner

- The scope of work and number of times the cleaner attended the premises to be looked into.

Pool area

- A first aid kit should be made available in the pool area together with DRSABCD
- Table in pool area is rotting and needs to be attended to / replaced.

Clothesline area

- Limestone pavers need to be looked at and possibly replaced.
- The creepy vine should be removed.

12. Close of Meeting

The Chairperson closed the meeting at 06:30 pm.