

STRATA TITLES ACT 1966 - 1970

OWNERS OF 147/159 CHARLES STREET  
STRATA PLAN NUMBER 5629  
WEST PERTH. W.A. 6005

Minutes of the Committee meeting held on the 10th January, 1983  
in Unit 54 at 7.30p.m.

PRESENT: Miss G. Bertone  
Mr. R. Bowl  
Mr. L. Cooper.  
Mr. R.W. Liddelow  
Mr. H. Harvey - by invitation.  
Miss R. Pearman - Home Unit Management (RJP)

APOLOGIES: Mr. R.G. Haslam.

Minutes of the Committee meeting held on the 11th October, 1982 were  
read and the following items discussed as matters arising:

SUMP -  
Near Unit 1 Possible installation of small sump held over until  
just prior to the winter months.

Roof: Next time a plumber is called for roof repairs - newspaper  
to be removed - Caretaker will direct.

UNIT 4 Unit is vacant - The meeting was advised that a summons  
has been served on Mrs Davey for the outstanding levies.

The minutes were then confirmed as a true and correct record by a motion  
put forward by Mr. Cooper, seconded Mr. Bowl. Carried.

AGM review: Carport Oil Slicks:  
It was agreed that the area which has been damage by  
the heavy oil slick will now have to be cut away and  
patched. A letter to be forwarded to the Owner of U23  
advising him that the work can be done at a rate of \$20  
(this includes the bitumen pack and labour). Owner to  
pay for this work. ✓  
OK for  
H. Harvey

FINANCIAL STATEMENT:  
Was read and discussed. The statement was received into  
the records by a motion put forward by Mr. Cooper. Seconded  
Miss Bertone. Carried.

GENERAL BUSINESS:  
Unit 29: Complaints were lodge<sup>d</sup> re the behavior of the occupants  
who are extremely noisy, disturb their neighbours in the  
early hours of the morning and mis-use the swimming pool  
area. Letter to the Owner of the unit has already been  
forwarded. ✖

Newsletter: Noise. -  
Pool use. -  
Speeding. - ✓

FIRE HYDRANT: It was agreed that a multi-purpose fire extinguisher be  
purchased. ✓

There being no further business the meeting closed at 8.15p.m.

Caretaker telephone number 328 3385

Caretaker holidays commence on the 12/2/83 for 4 weeks.

CERTIFIED AS A TRUE AND CORRECT RECORD.

Chairman.  
CHAIRMAN.

14/3/83  
DATED.

NEXT COMMITTEE MEETING 14/3/83 Unit 54 7.30p.m.

"THE MEWS"

THE OWNERS OF 147/159 CHARLES STREET, WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS TO THE 10th JANUARY, 1983.

RECEIPTS:

Gross levies	6510.69
Broken glass	3.30
Balance as at 30th September 1982	769.14
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	\$7283.13

PAYMENTS:

Bank charges	19.02	
Management fee Oct to Jan & AGM fee	695.20	
Post, printing & stationery (incl AGM detail)	97.25	
Mark Wake	110.05	
Trash Bags (6)	24.00	
SEC - C/L & P to 2/11 & 30/12	447.53	
Insurance W/Comp & Part premium	1054.80	
Pool chemicals	80.32	
Wages up to 10/1/83	2236.00	
Rent to 10/1	658.66	
Annual Audit	140.00	
SEC - C/Taker U47 2/11 & 30/12	136.95	
Reticulation parts	22.13	
Caretaker phone	83.79	
Weed killer	14.09	
Repair pool pump	220.00	
Service lawn mowers	46.30	
Service Pool pump	27.00	
Pool pump parts	62.37	
Test kit for pool	5.76	
Renew time clock	54.95	
Repair section of gas pipe	118.35	
Sundries incl petrol for mowers, etc.	61.05	\$6415.57

TOTAL AMOUNT AT C'WEALTH BANK:- \$ 867.56

HOME BUILDING SOCIETY:-

Balance as at 30/9/83	2434.37
Interest	86.45

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\$2520.82

OUTSTANDING LEVIES INCLUDING CURRENT QUARTER:-

4 M.J. Davey	720.51
7 Angola Pty Ltd	167.03
15 C.L. McDougall	261.47
18 A. & L. Collopy	357.21
36 A. & P. Vermeulen	222.69
52 M. McCarthy	167.03

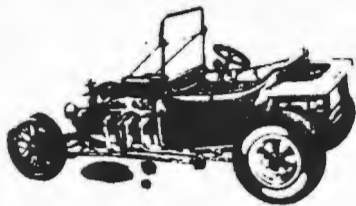
	\$1895.94
Current quarter	\$2134.30

TOTAL 

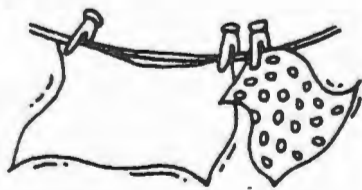
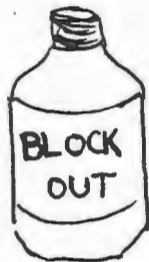
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\$4030.24

CARS LEAKING OIL:

Whilst no one wishes to report un-roadworthy vehicles to the Authorities which would result in the affixing of a yellow sticker and costly repairs; the repairs to the bitumen are also costly in respect of oil eating into the bitumen surface. It would be appreciated therefore, that those persons with cars that are creating oil 'slicks' in their carport or carbay - purchase a drip tray thus preventing damage to the hard surface.

SWIMMING POOL:Sun Tan Lotions:

Please remember to put your sun tan oil etc on after you have been swimming as the oil washes off your body and then coats the tiles with a heavy grubby film. The oil slick can only be removed by using harsh acids and this puts the pool out of action for swimmers for some time.

Running and horseplay around the pool should be discouraged as accidents will happen and it only takes one fall the wrong way for a person to be injured possibly for life. PLUS those persons who are leaping in and 'bombing' are causing considerable damage to the surrounding lawn area with the overwash of water and wasting the rather precious commodity - WATER. Help prevent a excess water bill and take more care.

Do not take bottles or glasses into the pool area. Broken glass cannot be seen in the water and is extremely dangerous.

Swimming pools are for fun and health. Therefore with a little thought, common courtesy and common sense it will be possible for ALL occupants at THE MEWS to use and enjoy the pool and the surrounding area this summer.

NOISE:

If you can walk outside your unit, close the door, and still here the sound, then your source of entertainment is too loud. Please adjust the volume control knob accordingly. Please don't run around the walk-ways as this thumping sound is a source of disturbance to your fellow occupants. (walk ---emergencies accepted).

CLOTHES LINES THEFT:

Clothing has again been stolen from the lines - please make sure you remove all items as soon as they are dry; we can't guarantee that this will prevent theft but it will remove temptation from constant view. Check your 'contents' Insurance policy it may be that clothing etc will be included in the cover.

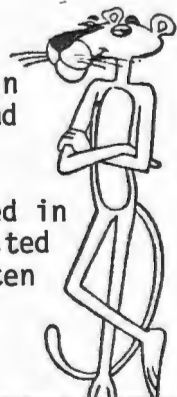
SPEEDING:

To prevent any accidents please keep the pace down to an all time low - the speed limit on site is 10.k.p.h. and panel beating is very pricy!!

ANIMALS:

Please be advised that NO PETS whatsoever are permitted in or on this property, those persons with pets are requested to locate another home for them very promptly, -- written applications to keep a pet on site will be refused.

Committee of Management - THE MEWS.



STRATA TITLES ACT 1966 - 1970

OWNERS OF 147/159 CHARLES STREET  
STRATA PLAN NUMBER 5629  
WEST PERTH. W.A. 6005

Minutes of the Committee Meeting held on the 14th March, 1983 in Unit 54 at 7.30p.m.

PRESENT: Miss G. Bertone.  
Mr. R. Bowl.  
Mr. R.W. Liddelw.  
Mr. T. Pallotta.  
Mr. H. Harvey - by Invitation.  
Miss R. Pearman - Home Unit Management (RJP)

Minutes of the previous committee meeting held on the 10th January, 1983 were read and the following items discussed as matters arising:

SUMP NR  
UNIT ONE: Held over until the winter months.

Unit 4: This account has been paid less the current quarter and \$50.00

Unit 23: Oil Slick - the Owner Dr. Jones has agreed to meet the cost of repairs to the bitumen surface in his carport. Mr. Harvey to attend to this work at a cost of approx \$20.00. It is noted that the oil slick has eaten heavily into the bitumen area.

Unit 29: The situation was discussed re the noisy and disturbing behavior which has not improved since the last meeting. Further action to be taken on this matter and Owners to be advised to immediately call the Police in all future cases of this nature.

The minutes were then confirmed as a true and correct record by a motion put forward by Miss Bertone. Seconded Mr. Liddelw. Carried unanimously.

FINANCIAL STATEMENT: Was read, discussed and received into the records by a motion put forward by Mr. Bowl. Seconded Mr. Pallotta. Carried unanimously.

GENERAL BUSINESS: Newsletter:

1. Clothes not to be hung or displayed on balconies. ✓
  2. Garbage disposal detail including bottles, wrapping or disposing of trash in plastic bags, cartons and stress that all refuse must be placed in the bins and not left on top of a bin or beside - the stench of these areas has been particularly bad during the last few hot days. Stress - flies and lack of hygienic conditions. ✓
  3. Occupants or their visitors to desist from scratching names etc on the buildings for should the person be caught defacing the building they will become the person liable to pay to make the damaged area good. ✓
  4. That those persons who use the pool at night; do so quietly and not disturb the occupants in the near units. By-law to be quoted. ✓
  5. Speedsters to desist or traffic humps will be installed in the section behind the 'visitor parking bays'. ✓
  6. Accidents on private property section to be included in the Newsletter. ✓
  7. Noise - section re the new noise abatement act. ✓
- Garbage: Letter to be forwarded to the Perth City Council re the method in which the bin are being thrown back into the garbage storage area plus the fact that a considerable amount of refuse is spilt on the ground when the men empty the bins.

Caretaker/Supervisor: Mr. Harvey was welcomed back from holidays.  
Mr. Harvey will be attending to the grounds and cleaning of gutters etc as quickly as possible and will, when time permits look into sanding down those sections of rails which have been defaced. ✓

NEXT MEETING TO BE HELD ON THE 24th MAY 1983 in Unit 44 at 7.30p.m.

There being no further business the meeting closed at 8.25p.m.

CERTIFIED AS A TRUE AND CORRECT RECORD.

CHAIRMAN 14/3/83 DATED.

"THE MEWS"

THE OWNERS OF 147/159 CHARLES STREET. WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS TO THE 14TH MARCH. 1983

RECEIPTS:

Balance as at the 10th Jan. 1983	867.56
Levies since received	3434.30
Broken glass - sale of	8.80
Electrician - internal	42.00**
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	4352.66

PAYMENTS:

Bank charges	23.21
Management fee - Feb & Mar	327.60
Post printing & stationery	47.02
Mark Wake - Debt Collectors fees	175.81
Insurance - Balance of premium	1255.75
Rent: C/takers unit to 10/4/	676.02
Wages to 10/3 + 4 wks hol pay.	1200.60
Rake, PVC Fittings etc	32.46
Sundries incl petrol for mowers	68.95
Steal frames for garbage bags.	10.00
Fire Extinguisher	161.86
Trash bags (5) (final)	20.00
Supagluue, cutting discs etc	24.87
Pool chemicals	91.80
Fireranger refill	38.50
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	4154.45

Balance as at the 11.3.83

\$198.21

HOME BUILDING SOCIETY

Balance as at the 14/3/83

\$2520.82

LEVIES OUTSTANDING:

<u>Unit</u>	<u>Owner</u>	<u>Amount</u>
4.	M. Davies	\$164.06
6.	Ser-Marg	4.07
15.	C.L. McDougall	83.47
18.	A & L Collopy	162.64
19.	T. Palotta	85.55
30	K.R. Murphy	5.43
36	A & P Vermeulen	228.12
45	K.&P. Dorn	114.06
52	M. Mc Carthy.	171.10
54	G. Bertone	114.06
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		\$1132.56

STRATA TITLES ACT 1966 - 1970

OWNERS OF 147/159 CHARLES STREET.  
WEST PERTH. STRATA PLAN NUMBER 5629

Minutes of the Committee Meeting held on the 24th May, 1983  
in Unit 44 at 7.30 p.m.

PRESENT: Mr. R. Bowl.  
Mr. R.W. Liddelow.  
Mr. T. Pallotta.  
Mr. H. Harvey - by invitation.  
Miss R. Pearman - Home Unit Management (RJP)

APOLOGY: Miss G. Bertone.

Minutes of the previous committee meeting held on the  
14th March, 1983 were read and the following items noted  
as matters arising:

Sump Nr Unit 1: Held over until the winter months.

Unit 23: Mr. Harvey advised the meeting that the  
surface area has been cleaned. The patching  
work will be carried out in the near future.

The minutes were then unanimously confirmed as being a true and  
correct record.

NOTE: Notice to be forwarded to all Occupants  
advising them to see the Caretaker should  
the electricity fuses to their unit need  
replacing and he will attend to same.

Painting: With the paint which is left over from the  
Gutters and Handrail from Units 17 to 54  
work; Mr Harvey will, when time permits  
paint other handrails on the complex.

FINANCIAL STATEMENT: Was read and discussed. The statement was  
then received into the records by a motion  
put forward by Mr. Bowl. Seconded Mr. Pallotta.  
Carried unanimously.

GENERAL BUSINESS: Nil

There being no further business the meeting closed at 8.00p.m.

CERTIFIED A TRUE AND CORRECT RECORD,

  
CHAIRMAN.

DATED. 1/2/84

NEXT COMMITTEE MEETING TO BE HELD ON THE 27/9/83 in Unit 44 at 7.30p.m.

Note for Mr. Pallotta.  
Owner of Unit 37 Mrs E.E.G Thomas, 27 Viking Road, Dalkeith, 6009

THE MEWS - FINANCIAL STATEMENT AS AT THE 24/5/83

RECEIPTS:

Balance as at 11/3/1983	198.21
Levies since received	3407.19
Broken glass - sale of	<u>7.70</u>
	3613.10

PAYMENTS:

Bank charges	17.40	
Management Fees - April, May	327.60	
Postage, Printing & Stationery	51.78	
Mark Wake	44.83	
Caretakers Wages to 16/5/1983	1380.00	
S.E.C. to 1/3/83, 5/5/83	504.36	
S.E.C. - Caretakers Unit to 1/3/83	52.51	
Caretakers telephone	72.73	
Caretakers rent to 10/6/83	450.68	
Check and replace fuse Unit 49	42.00	
Petrol & mileage 24/1/83 - 4/4/83	34.20	
Reticulation parts	34.16	
3/4" Die nut	14.95	
Padlock	5.20	
Pool chemicals	11.89	
Key	1.60	
Paint	63.04	
Leaf rake	14.80	
Sumapine	23.30	
Service call Unit 19 (to be re-imbursed)	27.00	
Dieldrin	4.71	
Naocid spray	6.36	
Hudson Spray Kit	3.00	
Fireranger refill	<del>1.00</del> (38.50)	<u>3149.60</u>

Balance as at 24/5/1983 \$463.50

LEVIES OUTSTANDING:

<u>UNIT</u>	<u>CURRENT</u>
3	114.06
4	278.12
10	85.55
13	114.06
15	83.02
18	121.92
19	89.62
20	85.55
21	114.06
28	85.55
29	114.06
31	114.06
35	114.06
36	114.06
39	114.06
43	85.55
45	114.06
46	77.41
47	114.06
48	113.66
51	85.55
52	85.55
54	228.12
	<u>2645.77</u>

HOME BUILDING SOCIETY ACCOUNT

Balance as at 24/5/1983 \$2520.82

GARBAGE AREAS:

It is interesting to note that it takes no more time to be clean than to be dirty !! --- we request that ALL occupants make sure that they place their refuse 'IN' the bins and make sure that the lid is securely placed back on the bin. Do not leave any refuse in plastic bags on top of the bins, beside the bins or in any other place. Do not leave cardboard boxes of household refuse beside the bins these must be placed in the bin.

TRASH BAGS:

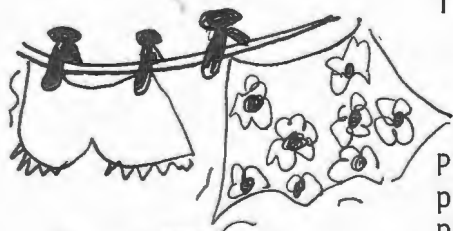
CARTONS should be torn up and placed in the bags. CARTONS containing any household refuse must not be left in these bags they are there solely for garden refuse and paper items i.e. torn up cartons and used newspapers.

BOTTLES: Can be smashed into the 44 gal. drum provided -- -- if you don't wish to smash your bottles please leave these neatly stacked in this area and they will be done for you.

NOISE:

FURTHER ON GARBAGE: PLEASE MAKE SURE THAT ALL RUBBISH IS SECURELY WRAPPED BEFORE PLACING IN THE BINS. ALL KITCHEN REFUSE MUST BE VERY CAREFULLY WRAPPED OTHERWISE THIS ATTRACTS FLIES, ANTS AND STRAY ANIMALS.

We remind you of detail mentioned in previous sheets (newsletters) of this nature - if you can walk outside your unit, close the door, and still hear the sound, then your source of entertainment is TOO loud. Please adjust the volume knob accordingly.

BALCONIES & DRYING OF CLOTHES

The by-laws read:

Proprietors, Occupiers and Residents may not:  
1 (f) hang or display on or from windows balconies or other parts of the building laundry washing clothing bedding or other materials or articles (including notices or advertisements of any kind).

Please make sure that you use the drying areas provided - this is a pleasant looking property please don't lower the standard!



We request that the person or persons who have found it necessary to scratch their names & 'loves' into the building and attachments find some other building to deface - preferably not one Managed by us!! The repairs to make good this type of damage is most costly and if the person is caught will be charged accordingly.

SWIMMING POOL & NOISE:

By-law 1 (b) :

Proprietors, Occupiers and Residents may not:  
Make undue noise in or about any lot or the Common Property or in any way interfere with the peace quiet and comfort of any proprietor, Occupier or resident of a lot.

\*\* As you will appreciate the noise value from the pool area -- particularly at night -- is most distressing to persons in the near units who are trying to sleep. Whilst we do not wish to close the pool in the evenings it may become necessary should further complaints be received.



SPEEDING:

We have received a number of complaints re speeding along the back of the visitor bays - this problem was discussed at a recent meeting of the Committee of Management and it was decided that should the problem continue it will be necessary to install two traffic humps in this area - Please keep the speed down to 8.k.p.h. as we believe that neither you nor the Body Corporate want the inconvenience of these lumps.

CAR ACCIDENTS ON COMMON PROPERTY:

If two vehicles collide on "The parcel" or land upon which a block of home units is built the situation differs little if at all, to that which arises in the event of the same collision on a public gighway. An exception would arise where the grounds in which the home unit block is erected contains sings for the direction of drivers. Injury to a person by a motor behicle is in a different category in that the driver of a motor vehicle owes a general DUTY OF CARE to almost all persons using a highway in a proper way. On private land the duty to take care differs according to the circumstances, such as when a person is a trespasser, invitee (e.g. a hawker or a proprietor's visitor)

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STRATA TITLES ACT 1966 - 1970

"THE OWNERS OF 147-159 CHARLES STREET, WEST PERTH"  
(Known as The Mews)

STRATA PLAN 5629

NOTICE OF ANNUAL GENERAL MEETING

To:  
The Proprietor(s)/Mortgagee,  
147-159 Charles Street,  
WEST PERTH, 6005

NOTICE is hereby given by the Council of the "Proprietors of 147-159 Charles Street, West Perth (known as "The Mews"), Strata Plan Number 5629" of the FIFTH ANNUAL GENERAL MEETING to be held at 7.30 pm. on Monday 7th November 1983 at 141 Charles Street, West Perth (rear) for the purpose of:-

1. Election of Council for the coming year.
2. To consider, and if thought fit, pass the Minutes of the Fourth Annual General Meeting.
3. Carry out any other business deemed necessary.

PROXIES:

A proxy form is attached. If you cannot attend please complete the form and send it to Home Unit Management (RJP) P.O. Box 125, Scarborough, W.A. 6019, to arrive no later than noon on the 7th November 1983.

If you have no-one who is readily available to act as your proxy, may we suggest one of the following:- 1) The Chairman; 2) A fellow unit owner; 3) Home Unit Management (RJP); all being people who we feel will definitely act with the interest of the complex.

THIS IS MOST IMPORTANT, bearing in mind that without a quorum (half representation of all owners) the meeting must be re-convened seven days from the 7th November 1983. Please note that there is an additional charge of \$35.00 for attendance at Annual General Meetings that have to be re-convened due to lack of a quorum.

CUT

-----  
HERE

PROXY FORM

The Chairman,  
The Proprietors of 147-159 Charles Street,  
C/O Home Unit Management (RJP)  
P.O. Box 125,  
SCARBOROUGH, W.A. 6019

FIFTH ANNUAL GENERAL MEETING

As the owner/s of one or more units at 147-159 Charles Street, West Perth (known as "The Mews") I/we hereby nominate \_\_\_\_\_  
to act and vote on my/our behalf at the Fifth Annual General Meeting to be held on the 7th November 1983

\_\_\_\_\_  
(Signed)

\_\_\_\_\_  
(Dated)

Unit Number/s \_\_\_\_\_

STRATA TITLES ACT 1966 - 1970

147-159 CHARLES STREET, WEST PERTH  
(Known as "The Mews")

ANNUAL GENERAL MEETING

A G E N D A

1. Election of Chairman.
  2. Apologies.
  3. Proxies.
  4. Minutes of the previous Annual General Meeting to be read.
  5. Any matters arising. (Minutes to be adopted).
  6. Audited Financial Statement to be read.
  7. Any matters arising. (Statement to be adopted).
  8. Consideration of Budget 1983-84.
  9. Body Corporate Management.
  10. Election of Committee Members for 1983-84.
  11. General Business.
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GENERAL ADVICE AS PER STRATA TITLES ACT

SCHEDULE - PART 1

6. ~~(3)~~ - One half of the persons entitled to vote present in person or by proxy constitutes a quorum.
  - (12) - In the case of equality in the votes whether on a show of hands or on a poll, the question is determined in the negative.
7. (1) - On a show of hands each proprietor has one vote.
  - (4) - An instrument appointing a proxy shall be in writing under the hand of the appointer or his attorney, and may be either general or for a particular meeting.
  - (5) - A proxy need not be a proprietor.
  - (6) - Except in cases where by or under the Act a unanimous resolution is required, no proprietor is entitled to vote at any general meeting unless all contributions payable in respect of his lot have been duly paid.
  - (7) - Co-proprietors may vote by proxy jointly appointed by them and in the absence of such a proxy are not entitled to vote on a show of hands, except when the unanimous resolution of proprietors is required by the Act.

"THE MEWS" - 147/159 CHARLES STREET. WEST PERTH.

STATEMENT OF RECEIPTS AND PAYMENTS

For the period 1/10/82 to the 30/9/83.

RECEIPTS:

Gross Levies	20866.04
Sale of broken glass	24.20
Refund of stamp duty	.20
	<u>20890.44</u>

PAYMENTS:

Bank charges	93.00	
Annual Audit	140.00	
Insurance premiums	2310.55	
Management fee plus AGM fee	2005.60	
Postage printing and stationery	239.88	
SEC - common lights and power	1424.88	
Mark Wake - Debt Collector fees	412.67	
Pool Chemicals	196.16	
Repair pool pump	220.00	
Service pool pump	67.00	
Pool test kit	5.76	
Pool pump parts	62.37	355.13
<u>Caretaker:</u> Rent	2686.72	
Wages	7576.60	
SEC - unit 47	433.24	
'Phone - 47	300.05	10996.61
Fire Extinguisher		161.86
Repair fence		50.00
Electrical Repairs		54.95
Plumbing repairs		118.35
Trash bags		44.00
Service lawn mower		46.30
<u>General:</u>		
Fertiliser, brooms petrol, paint, weed-killer, retic parts, dustbin powder, blades, bolts, rake garbage bags, cord for bush cutter, glue sumapine, garden requisites etc	682.84	
		<u>19332.78</u>
SURPLUS of receipts over payments		1557.66
Balance as at the 30/9/82		769.14
Balance at the 30/9/83		<u>\$2326.80</u>

HOME BUILDING SOCIETY ACCOUNT

Balance as at the 30/9/82	2434.37
Interest	186.97
Balance as at the 30/9/83	<u>\$2621.34</u>

OUTSTANDING LEVIES as at the 30/9/83 \$326.21c

AUDITOR'S CERTIFICATE:

I have audited the above statement of Receipts and Payments as prepared by Home Unit Management (RJP), which, in my opinion, discloses a true and correct record.



K. Wilkinson. A.A.S.A.

Auditor :

1 High View Road,  
GREENMOUNT. W.A. 6056

STRATA TITLES ACT 1966 - 1970

MINUTES OF THE FIFTH ANNUAL GENERAL MEETING OF THE OWNERS OF 147/159 CHARLES STREET (KNOWN AS "THE MEWS") WEST PERTH HELD AT 141 CHARLES STREET, WEST PERTH ON THE 7TH NOVEMBER, 1983 AT 7.30 O'CLOCK IN THE EVENING.

PRESENT: Miss I. Thomas.  
Miss L.J. Coffee  
Miss R. Harvey.  
Mr. T. Pallotta.  
Mr. F.N. Milton.  
Miss M.M.A. Gohl.  
Mr. S.J. Mortimer  
Mr. P.J. Smith.  
Mr. R.W. Liddelov.  
Mr. K.J. Bellairs.  
Miss R.J. Pearman - Home Unit Management (RJP)

PROXIES: A.&.L. Ngeow nominated Home Unit Management (RJP)  
F. & D. Zencich nominated The Chairman.  
Mr. D.E. Godbold nominated Home Unit Management (RJP)  
D.J. Mc Taminey nominated the Chairman.  
Mr. D. Schneider nominated Mr. H. Harvey.  
Mr. C.L. Mc Dougall nominated Miss R. Pearman.  
Mrs. F. Rizzo nominated Miss R. Pearman.  
Mr and Mrs. M. Lahtov nominated The Chairman.  
Misses E.S. & D.E. Alcock nominated the Chairman.  
Dr. H.A. Jones nominated Home Unit Management (RJP)  
Mr. A.J. & Mrs. D.M. Gray nominated the Chairman.  
Mr. M. Skully nominated Home Unit Management (RJP)  
Mr and Mrs. M.B. Turner nominated Mr. R. Hopper.  
Ms. J.M. Campbell nominated Home Unit Management (RJP)  
Mrs. J.L. Maloney nominated Miss R. J. Pearman.  
Miss J.M. Martin nominated the Chairman.  
Jayel Nominees Pty. Ltd nominated the Chairman.  
Mrs. D. Gillard nominated Home Unit Management (RJP)  
J. Rowe & R. Hibberd nominated Home Unit Management (RJP)  
D.J. & J.M. Ponnambalam nominated the Chairman.

NOTICE OF MEETING: Was read and accepted by a motion put forward by Mr. Smith  
Seconded Miss Thomas. Carried unanimously.

CHAIRMAN: It was moved by Mr. Smith that Miss Pearman take the Chair.  
Seconded Miss Gohl. Carried unanimously.

APOLOGIES: Nil.

PROXIES: Were read to the meeting and made available for inspection.

MINUTES OF THE  
FOURTH ANNUAL  
GENERAL MEETING: Were read and confirmed as a true and correct record by a  
motion put forward by Mr. Smith. Seconded Mr. Liddelov.  
Carried unanimously.

Matters arising: Debt Collectors cost to the Body Corporate - The Chairman  
advised the meeting that should the situation reach the stage  
of a summons being served then the costs can be charged to the  
'non payer'. Unfortunately the majority of cases this does  
not take place as the 'non payers' normally pay just before  
this stage is reached.

AUDITED FINANCIAL  
STATEMENT: Was read and received by a motion put forward by Miss Gohl.  
Seconded Mr. Pallotta. Carried unanimously.

Matters arising: The meeting was advised that the Caretaker Mr Harvey has over  
the year been instrumental in conserving Body Corporate funds  
by attending to a large number of maintenance items; thus saving  
the necessity of bringing on site people such as Reticulation  
Repair firms etc.

BUDGET 1983/84: It was moved by Miss Thomas that the budget for 1983/84 be  
the same as for the year 1982/83 i.e. that 5% discount be offered

to all Owners who pay within the first 14 days of the date of the levy account. Motion seconded by Miss Coffee. Carried unanimously.

BODY CORPORATE  
MANAGEMENT:

It was moved by Mr. Smith seconded Miss Gohl that the services of Home Unit Management (RJP) be retained for the coming year. Carried unanimously.

COMMITTEE OF  
MANAGEMENT:

The following Owners volunteered to serve on the Committee of Management for the coming year:

Mr. R.W. Liddelow.  
Miss L.J. Coffee.  
Miss R. Harvey.  
Mr. P.J. Smith.  
Mr. T. Pallotta.

GENERAL BUSINESS:

LITTER BUGGY:

It was unanimously agreed to re-imburse the Caretaker, Mr. H. Harvey for the cost of this Machine. Cost being \$230.00 The machine new would have been over \$700.00. Mr. Harvey had managed to obtain this machine, which is in good second-hand condition.

Steps near Unit 17:

It was agreed that the steps leading from the carports into the front building have 'anti-skid' strips affixed. The meeting was advised that a number of people have slipped on these steps.

There being no further business the meeting closed at 8.12 p.m.

CERTIFIED A TRUE AND CORRECT RECORD.

CHAIRMAN

DATED

FIRST COMMITTEE MEETING WILL BE HELD ON THE 1/2/84 in Unit 4 at 7.30 p.m.