



PO Box 45936 Belconnen, ACT 2617
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ABN: 32 075 730 230 Lic. Real Estate Agent

BODY CORPORATE SOLUTIONS

MINUTES OF ADJOURNED ANNUAL GENERAL MEETING Units Plan No. 4632

DATE & TIME Thursday 01 December 2022 at 2:00 PM
LOCATION 1 Belconnen Way, Weetangera ACT, Australia
The Recreation Centre

ATTENDANCE

Present

Katharine Wisbey Lot 9
Tony Raffaele Lot 21

In Attendance

George Gianopolis Caretaker
Mrs Sam Muir Body Corp. Manager

Pre-Meeting Voting

Nil

Apologies

George Anagnostopoulos Lot 5

Proxies

Nil

Power of Attorney

Nil

Nominees

Fay Burrige from Bread and Butter Investments PTY LTD Representing Lot 1 Bread and Butter Investments PTY LTD
Jeffrey Jauncey from Jeffrey & Banks Strata Solutions Representing Lot 2 Jeffrey & Banks Strata Solutions

Chairperson

Mrs Sam Muir



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QUORUM

The Chairperson advised that a quorum was not present. Under the Unit Titles (Management) Act 2011, at an owners corporation with 3 or more members, a standard quorum is formed when the number of people entitled to vote is not less than a half of the total number of units.

ADJOURNMENT

Quorum was not met, therefore as per the Unit Titles (Management) Act 2011, Schedule 3 Section 3.8, the meeting will be adjourned to a time, date and place to be decided by the people present and entitled to vote on all motions at the meeting.

Next meeting to be reconvened on

Friday 02 December 2022 at 2:00 PM
1 Belconnen Way, Weetangera ACT, Australia
The Recreation Centre

Meeting adjourned on

Thursday 01 December 2022 at 2:40 PM

MINUTES OF RECONVENED ANNUAL GENERAL MEETING Units Plan No. 4632

DATE & TIME Friday 02 December 2022 at 2:00 PM
LOCATION 1 Belconnen Way, Weetangera ACT, Australia
The Recreation Centre

ATTENDANCE

Present

Nicholas Damien Cady Chapman	Lot 7
Katharine Wisbey	Lot 9
Emmalene Mathieson	Lot 11
William Atkinson	Lot 13
Katherine Spitzkowsky	Lot 14
Tony Raffaele	Lot 21

In Attendance

George Gianopolis	Caretaker
Mrs Sam Muir	Body Corp. Manager

Pre-Meeting Voting

Charles Crowther	Lot 15
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Apologies

George Anagnostopoulos	Lot 5
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Proxies

Louis Jackson	Representing Lot 16 Colin Jackson & Kerrie Jackson
Mark Miko	Representing Lot 23 Michael Hans Janos Miko & Margaret Mary Miko

Power of Attorney

Nil

Nominees

Fay Burridge	Representing Lot 1 Bread and Butter Investments PTY LTD
Jeffrey Jauncey	Representing Lot 2 Jeffrey & Banks Strata Solutions



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Chairperson

Mrs Sam Muir

QUORUM

The Chairperson advised that a quorum was represented. Under the Unit Titles (Management) Act 2011, at an owners corporation with 3 or more members, a standard quorum is formed when the number of people entitled to vote is not less than a half of the total number of units.

Meeting opened on Friday 02 December 2022 at 2:01 PM

1. CONFIRMATION OF MINUTES

RESOLVED that the minutes of the previous Annual General Meeting held on **26 November 2021** are confirmed as a true recording of the proceedings.

MOTION CARRIED

2. FINANCIAL REPORT

RESOLVED that the financial statements for the period **1 July 2021 to 30 June 2022** be accepted as presented.

MOTION CARRIED

3. ADMINISTRATIVE FUND BUDGET

RESOLVED that the proposed Administrative Fund expenditure budget of **\$83,439.00** excluding GST and levy contributions of **\$83,439.00** excluding GST be adopted with levies to be determined in accordance with the unit entitlements, and that they be payable in equal quarterly instalments being 1 July 2022, 1 October 2022, 1 January 2023 and 1 April 2023.

Levies to be due as follows:

Levy Period	Amount per Unit Entitlement	Levy Due Date
1 July 2022 - 30 September 2022	\$21.39	Issued
1 October 2022 - 31 December 2022	\$21.39	Issued
1 January 2023 - 31 March 2023	\$21.39	1 January 2023
1 April 2023 - 30 June 2023	\$21.39	1 April 2023
Total	\$85.57	

MOTION CARRIED

4. SINKING FUND BUDGET

That Sinking Fund levy contributions of \$49,130.50 excluding GST be adopted, with levies to be determined in accordance with the unit entitlements, and that it be payable in equal quarterly instalments being 1 July 2022, 1 October 2022, 1 January 2023 and 1 April 2023

Levies to be due as follows:

Levy Period	Amount per Unit Entitlement	Levy Due Date
1 July 2022 - 30 September 2022	\$12.59	Issued
1 October 2022 - 31 December 2022	\$12.59	Issued
1 January 2023 - 31 March 2023	\$12.59	1 January 2023
1 April 2023 - 30 June 2023	\$12.59	1 April 2023
Total	\$50.39	

MOTION TO ACCEPT AMENDMENT

RESOLVED that the persons present and entitled to vote agree to the amendment of the motion.

MOTION CARRIED

[AMENDED] SINKING FUND BUDGET

RESOLVED that Sinking Fund levy contributions of **\$59,130.50** excluding GST be adopted, with levies to be determined in accordance with the unit entitlements, and that it be payable in equal quarterly instalments being 1 July 2022, 1 October 2022, 1 January 2023 and 1 April 2023.

Levies to be due as follows:

Levy Period	Amount per Unit Entitlement	Levy Due Date
1 July 2022 - 30 September 2022	\$15.16	Issued
1 October 2022 - 31 December 2022	\$15.16	Issued
1 January 2023 - 31 March 2023	\$15.16	1 January 2023
1 April 2023 - 30 June 2023	\$15.16	1 April 2023
Total	\$60.64	

MOTION CARRIED

5. EXECUTIVE COMMITTEE

It was resolved that the following nominees were elected to the committee:

Member Name	Lot Number
Angela Hopkins	Lot 10
Anita Renee Kerr	Lot 4
Emmalene Mathieson	Lot 11
Tony Raffaele	Lot 21
Bradley Smith	Lot 17
Luke Smith	Lot 20
Scott Wallace	Lot 6

6. BIKE STANDS

RESOLVED that the Owners Corporation of Units Plan 4632 review and decide on the quotes attached regarding the installation of two (2) additional bike stands on the wall near Unit 14's car space.

OPTION SELECTED - b. BIKE STORAGE SOLUTIONS

a. KONA

At a cost of **\$325.50** including GST.

b. BIKE STORAGE SOLUTIONS

At a cost of **\$299.20** including GST.

c. BICYCLE GROUP

At a cost of **\$375.25** including GST.

7. TREES AND POSSUMS

DEFEATED that the branches on the trees at the rear of the complex are pruned to prevent possums from using them to gain access to balconies and cause a nuisance. And further that the Owners Corporation of Units Plan 4679 review and decide which of the attached quotes to proceed with.

MOTION DEFEATED

a. SKYLINE ARBORISTS

It has been recommended that six (6) trees at the rear and side of the complex are lopped at a cost of **\$1,250.20** including GST.

b. BELCONNEN TREE LOPPING

It has been recommended that four (4) trees at the rear of the complex are lopped at a cost of **\$865.20** including GST.

c. GREIGS TREE SERVICES

It has been recommended that five (5) trees at the rear of the complex are lopped at a cost of **\$1,300.25** including GST.

8. AIR CONDITIONING

DEFEATED that the Owners Corporation of Units Plan 4632 confirms that individual units remain responsible for repair, maintenance and replacement costs for all of the air conditioning system components that service the individual Unit. Including but not limited to:

- thermostat temperature control unit;
- ducting;
- wiring and piping; and

- the head unit and all parts contained within including the air-filter.

MOTION DEFEATED

9. FENCING - UNIT 24

RESOLVED that the fencing application as submitted by Unit 24 be approved and all conditions accepted.

The owner of Unit 24 has made a request to extend their fence to enclose the full boundary of their backyard, as the original fence was truncated and corners have been cut.

CTP Fencing has provided a quote for **\$2,500.35** which the owner has requested is funded via the Sinking Fund Budget.

MOTION CARRIED

10. COLOUR SCHEME - UNIT 1 - BREAD AND BUTTER INVESTMENTS

DEFEATED that the Owners Corporation of Units Plan 4632 approve the application from Unit 1, Bread and Butter Investments, to adapt a new colour scheme as provided in the attached documents.

MOTION DEFEATED

11. DRAINAGE ISSUES

That the quotation provided from **Drip Stoppers** to relocate the sewer further away from the gumtree near Units 7 and 8 be approved.

MOTION OUT OF ORDER - Substance of the motion was not included in the agenda of the meeting

12. PARKING AND THE CAR PARK

That a boom gate be installed at the entrance of the car park, restricting access to owners of the complex.

And further that the multiple potholes in the car park be repaired

MOTION WITHDRAWN - Owner has requested that the motion be withdrawn until quotes are obtained.



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There being no further business the chairperson declared the meeting closed.

Meeting closed on Thursday 19 May 2022 at 4:16 PM

On behalf of the Secretary

All correspondence to:
The Secretary, Marco Lo Conte
2 Test street
Email m.loconte@test.com
