



BODY CORPORATE SOLUTIONS

PO Box 45936 Sydney, NSW 2000  
Tel: 02 98898325 Mobile: 0410 871 440  
Email: admin@SSMBodyCorporateSolutions.com.au  
ABN: 32 075 730 230 Lic. Real Estate Agent

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# NOTICE OF ANNUAL GENERAL MEETING

## Strata Plan No. 44070

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<b>MEETING DATE</b>	Wednesday 23 November 2022
<b>MEETING TIME</b>	2:30 PM
<b>MEETING LOCATION</b>	265 Elizabeth Street, Sydney NSW, Australia Function Area 1

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### Strata Plan No. 44070

**MEETING DATE & TIME** Wednesday 23 November 2022 at 2:30 PM

**LOCATION** 265 Elizabeth Street, Sydney NSW, Australia  
Function Area 1

**NOTICE ISSUED** Wednesday 23 November 2022

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### ONLINE VOTING

**OPEN DATE & TIME** Tuesday 22 November 2022 at 10:00 AM

**CLOSE DATE & TIME** Wednesday 23 November 2022 at 2:00 PM

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### IMPORTANT INFORMATION ABOUT PRE-MEETING ELECTRONIC VOTING

1. Where motions may be determined partly by pre-meeting electronic voting, the relevant motion may be amended by a further motion given at the subsequent meeting and consequently, the pre-meeting vote may have no effect.
2. The electronic ballot will be conducted via the VoteMax system and in accordance with the instructions contained on the VoteMax voting paper and the VoteMax system.
3. You may access VoteMax through your StrataMax online portal at the following web address <http://www.stratamax.com.au/votemax>.
4. To submit your electronic ballot paper please follow the instructions on the VoteMax system and ensure that you declare your votes on the final page.

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The agenda lists the items of business and motions to be considered at the meeting.

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#### 1. MINUTES

**Resolution**

That the minutes of the last general meeting of the Owners Corporation held on 19 November 2021 be adopted as a true and accurate record of the proceedings of that meeting.

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#### 2. FINANCIAL STATEMENTS

**Resolution**

That the key financial statements for the Administrative Fund and Capital Works Funds for the year ending 30 June 2022 as presented to the meeting, be adopted and confirmed by the Owners Corporation.

### 3. ADMINISTRATIVE FUND CONTRIBUTIONS

### Resolution

That the amount of money the Owners Corporation will need to credit to its Administrative Fund for actual and expected expenditure is estimated in accordance with section 79(1) of the Strata Schemes Management Act 2015. Contributions to the Administrative Fund are determined in accordance with section 81(1) of the Strata Schemes Management Act 2015 at **\$560,000** plus GST

That the contributions to the Administrative Fund be paid in four (4) installments being:

Levy Status	Due Date	Amount
Issued	01/06/2022	\$146,000
Issued	01/09/2022	\$138,000
To be issued	01/12/2022	\$138,000
To be issued	01/03/2023	\$138,000

And, that the Administrative Fund contributions be continued at quarterly intervals until further notice.

### 4. CAPITAL WORKS FUND CONTRIBUTIONS

### Resolution

That the amount of money the Owners Corporation will need to credit to its Capital Works Fund for actual and expected expenditure is estimated in accordance with section 79(2) of the Strata Schemes Management Act 2015. Contributions to the Capital Works Fund determined in accordance with section 81(1) of the Strata Schemes Management Act 2015 are at **\$75,000** plus GST.

That the contributions to the Capital Works Fund be paid in quarterly installments being:

Levy Status	Due Date	Amount
Issued	01/06/2022	\$20,000
Issued	01/09/2022	\$18,333
To be issued	01/12/2022	\$18,333
To be issued	01/03/2023	\$18,333

That the Capital Works Fund contributions be continued at quarterly intervals until further notice.

### 5. MEMBERS OF THE COMMITTEE

That the following nominees are elected to the committee:

#### NOMINEES

Vicky Mutton  
Olivia Muller  
Josh Thompson  
Barry McLachlan



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Barry Joesph Allan  
Jill Tappert  
Daisy Anne Meehan

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**6. OWNERS CORPORATION REPRESENTATIVE ON BUILDING MANAGEMENT COMMITTEE** **Resolution**

That the Owners Corporation appoint **Barry Joesph Allan** for the purpose of representing the Owners Corporation on the Building Management Committee. And that, the Owners Corporation appoint **Neill Witchard** as a substitute for the purpose of representing the Owners Corporation on the Building Management Committee.

---

**7. RELOCATION OF ENTRY DOOR FOR STORAGE FACILITY** **Resolution**  
Submitted By Owner  
Harley Smith, Lot 10

That the Owners of Lot 10 be authorised to relocate the entry of the door to the storage facility to the location specified in council approved plans - dated **16 February 2022**. The relocation of the door should be at no cost to the Owners. Quotations for the relocation are attached.

**a. STROUD RENOVATIONS PTY LTD**

At a cost of **\$3,387.45** including GST.

**b. THOMAS ENGINEERING**

At a cost of **\$2,450.46** including GST.

---

**8. BRUSH FENCE - REMOVE TEMPORARY FENCING** **Resolution**

That the temporary fence that was erected along the brush fence is removed as per the decision of the Strata Committee on **3 March 2022**. The foliage of the bursh fence has reached a height of 2.7m and the desired coverage is now sufficient enough for the temporary fence to be removed. Quotations are attached.



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**a. GENERAL MAINTENANCE CONTRACTOR - JEFF BANKS**

At a cost of **\$295.00** including GST.

**b. GK FENCING**

At a cost of **\$350.00** including GST.

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**9. BARBECUE MAINTENANCE**

**Resolution**  
Submitted By Owner  
Vicky Mutton, Lot 4

That the Owners Corporation will undertake extensive remodelling of the barbecue and the associated common area.

---

**10. CLOTHES LINE PROPOSALS**

**Resolution**

That the Owners Corporation review, approve and appoint on the of the following trades to undertake the supply and installation of replacement common clotheslines for use by all occupants.

**a. ALTECARE BUILDING**

At a cost of **\$1,595.00** including GST

**b. PRESTIGIOUS BUILDING**

At a cost of **\$2,640.00** including GST

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**IMPORTANT INFORMATION ABOUT VOTING AT THE ANNUAL GENERAL MEETING**

In these notes -

- (a) A **priority vote** means a vote by:
- an enrolled mortgagee having priority over any other mortgagee or enrolled covenant chargee; or
  - an enrolled covenant chargee having priority over any enrolled mortgagee; or
  - an enrolled covenant chargee where there is no enrolled mortgagee.

- (b) A **proxy** means a person appointed as a proxy by an instrument in the prescribed form.
- (c) A **person entitled to vote** means (unless otherwise specified) a person entitled to vote on a motion other than a motion requiring a unanimous resolution.
  - 1. A vote at the meeting by the owner of a lot does not count if a priority vote in respect of the lot is cast in relation to the same matter.
  - 2. An owner of a lot, or a person with a priority vote in respect of a lot, may not vote at the meeting on a motion (other than a motion requiring a unanimous resolution) unless payment has been made before the meeting of all contributions levied on the owner, and any other amounts recoverable from the owner, in relation to the lot that are owing at the date of this notice.
  - 3. If you, as the addressee of this notice:
    - (a) are not a corporation, then voting and other rights conferred by Schedule 1 of the Strata Schemes Management Act 2015 or by Schedule 1 of the Community Land Management Act 2021, whichever is relevant, may be exercised by you in person or by proxy; or
    - (b) are a corporation, then voting and other rights conferred by that Schedule may be exercised only by your company nominee in person, or by proxy appointed by the corporation.
  - 4. Your right to vote as an owner, company nominee or person with a priority vote also depends upon your name being recorded on the strata roll.

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## IMPORTANT INFORMATION ABOUT A QUORUM FOR THE ANNUAL GENERAL MEETING

- 1. A motion submitted at the Annual General Meeting must not be considered, and an election must not be held, unless there is a quorum present to consider and vote on the motion or on the election.
- 2. There is a quorum for considering and voting on such a motion or at such an election only if:
  - a. at least one-quarter of the number of persons entitled to vote on the motion or at the election are present, either personally or by duly appointed proxy; or
  - b. at least one-quarter of the aggregate unit entitlement of the strata scheme is represented by the persons who are present and entitled to vote on the motion or at the election, either personally or by duly appointed proxy.
- 3. However, if there is more than one owner in the strata scheme and the quorum calculated in accordance with clause 2 above is less than 2 persons, then the quorum is 2 persons entitled to vote on the motion or on the election.
- 4. A person who has voted, or intends to vote, on a motion or at an election at a meeting by a permitted means other than a vote in person is taken to be present for the purposes of determining whether there is a quorum.
- 5. If a quorum is not present within the next half-hour after the relevant motion or business arises for consideration at the meeting, the Chairperson must either.



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- (a) adjourn the meeting for at least 7 days, or
  - (b) declare that the persons present either personally or by duly appointed proxy and who are entitled to vote constitute a quorum.
6. If there is no quorum within 30 minutes of the start time for the rescheduled meeting, the people entitled to vote, including proxies, can make up a quorum.
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## VOTING PAPER

### Strata Plan No. 44070

**MEETING DATE & TIME** Wednesday 23 November 2022 at 2:30 PM

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To vote on these motions using this voting paper:

1. Tick Yes, No or Abstain then sign the bottom of each page.
2. Please forward to:  
The Secretary, Barry Joseph Allan  
UNIT 6 120 MARINE PARADE  
SOUTHPORT 4207  
Email: [lweir@test.com](mailto:lweir@test.com)

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Yes  No  Abstain

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Yes  No  Abstain

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Name of Voters: \_\_\_\_\_

Signature/s of Voter/s: \_\_\_\_\_ Lot No/s: \_\_\_\_\_ Date: \_\_\_\_\_

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Yes  No  Abstain

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