



BODY CORPORATE SOLUTIONS

PO Box 45936 Melbourne, VIC 3000
Tel: 03 98898325 Mobile: 0410 871 440
Email: admin@SSMBodyCorporateSolutions.com.au
ABN: 32 075 730 230 Lic. Real Estate Agent

MINUTES OF ADJOURNED ANNUAL GENERAL MEETING Cluster Plan No. RP11248

DATE & TIME Friday 25 November 2022 at 11:30 AM
LOCATION 25 Coventry Street, Southbank VIC, Australia
The Sunset Room

ATTENDANCE

Present

Susan Booth Lot 1

In Attendance

Freda Grimley Caretaker
Ian Weir Body Corp. Manager

Pre-Meeting Voting

Brett Hayton Lot 5 & 6
Sunny Wu Lot 12 & 13

Apologies

Jasmine Thirst Lot 14

Proxies

Nil

Power of Attorney

Nil

Nominees

Nil

Chairperson

Ian Weir

QUORUM

The Chairperson advised that a quorum was not present. Under the Owners Corporations Act 2006, a quorum is formed if at least 50% of the total lot entitlements are available.



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ADJOURNMENT

Quorum was not met, therefore the meeting was rescheduled for another day and time.

Next meeting to be reconvened on

Monday 28 November 2022 at 10:00 AM
25 Coventry Street, Southbank VIC, Australia
The Sunset Room

Meeting adjourned on

Friday 25 November 2022 at 12:08 PM



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MINUTES OF RECONVENED ANNUAL GENERAL MEETING Cluster Plan No. RP11248

DATE & TIME Monday 28 November 2022 at 10:00 AM
LOCATION 25 Coventry Street, Southbank VIC, Australia
The Sunset Room

ATTENDANCE

Present

Susan Booth	Lot 1
Millicent Muir	Lot 9
Barlev Cagan	Lot 20
Dae Woong	Lot 21

In Attendance

Freda Grimley	Caretaker
Ian Weir	Body Corp. Manager

Pre-Meeting Voting

Brett Hayton	Lot 5 & 6
Sunny Wu	Lot 12 & 13

Apologies

Jasmine Thirst	Lot 14
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Proxies

Martha Chzech	Representing Lot 32 Neil Franklin Forrester & Elizabeth Jane Forrester
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Power of Attorney

Gabrielle Carrigg	Representing Lot 34 Patrick Ross Wooldridge
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Nominees

Dave Collins	Representing Lot 27 Jerrimiah Pty Ltd
Janice Morrison	Representing Lot 29 K & K Industries (AUST) Pty Ltd

Chairperson

Susan Booth

QUORUM

The Chairperson advised that a quorum was represented. Under the Owners Corporations Act 2006, a quorum is formed if at least 50% of the total lot entitlements are available.

Meeting opened on Monday 28 November 2022 at 10:01 AM

1. MINUTES

Ordinary Resolution

RESOLVED that the Minutes of the previous Annual General Meeting held on 13th of November 2021 be confirmed as a true and accurate account of the proceedings of that meeting.

MOTION CARRIED

Votes: Yes **11** No **0** Abstain **1**

2. FINANCIAL REPORTS

Ordinary Resolution

RESOLVED that the Statement of Financial Performance for the year ending 30th June 2022, and the Statement of Financial Position as at 30th June 2022, as prepared by SSM Body Corporate Solutions, be considered and adopted.

MOTION CARRIED

Votes: Yes **9** No **2** Abstain **1**

3. ANNUAL BUDGET AND CONTRIBUTIONS

Ordinary Resolution

That pursuant to Section 23 of the Owners Corporation Act 2006, an administrative fund for the current financial year be established. It is proposed that an amount of **\$7,800.50** including GST be raised to meet the anticipated expenses of the Owners Corporation for the year.

And further that, this fund will remain in force until the next Annual General Meeting. The fund amount which is comprised of the following, attributes to **\$222.85 per unit**:

Administration	\$6,800.50
Maintenance/Sinking	\$1,000.00
Total	\$7,800.50



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MOTION TO ACCEPT AMENDMENT

Ordinary Resolution

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

MOTION CARRIED

Votes: Yes **8** No **0** Abstain **0**

[AMENDED] ANNUAL BUDGET AND CONTRIBUTIONS

Ordinary Resolution

DEFEATED that pursuant to Section 23 of the Owners Corporation Act 2006, an administrative fund for the current financial year be established. It is proposed that an amount of **\$7,900.50** including GST be raised to meet the anticipated expenses of the Owners Corporation for the year.

And further that, this fund will remain in force until the next Annual General Meeting. The fund amount which is comprised of the following, attributes to **\$225.70 per unit**:

Administration	\$6,900.50
Maintenance/Sinking	\$1,000.00
Total	\$7,900.50

MOTION DEFEATED

Votes: Yes **5** No **7** Abstain **0**

4. INSURANCE RENEWAL

Ordinary Resolution

RESOLVED that as per the minutes of the previous Annual General Meeting dated 20th November 2021, Members agreed to seek renewal quotations for 19 Munro Street. The renewal quotations are to be based on a higher building sum and should reflect the most recent and relevant CPI, or reflect the indexation used by the insurers.

The current Building Cover is \$7,500,000 with standard excess of \$500.00. For full details please refer to the policy document which is attached.

OPTION SELECTED - a. CLOVER STREET INSURANCE



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Votes: 5

a. CLOVER STREET INSURANCE

Insurance Broker : Clover Street Insurance
Insurance Type : Strata
Premium : **\$5,770.00**

Cover	Sum Insured	Excess
Building	\$8,200,000.00	\$500.00
Public Liability	\$20,000,000.00	\$500.00
Office Bearers Liability	\$0.00	\$0.00
Voluntary Workers	\$0.00	\$0.00

Votes: 4

b. BGT INSURANCE BROKERS

Insurance Broker : BGT Insurance Brokers
Insurance Type : Strata
Premium : **\$6,230.00**

Cover	Sum Insured	Excess
Building	\$9,500,000.00	\$500.00
Public Liability	\$20,000,000.00	\$500.00
Office Bearers Liability	\$1,000,000.00	\$500.00
Machinery Breakdown	\$100,000.00	\$500.00

Votes: 2

c. CHW INSURANCE UNDERWRITERS

Insurance Broker : CHW Insurance Underwriters
Insurance Type : Strata
Premium : **\$7,190.00**

Cover	Sum Insured	Excess
Building	\$7,950,000.00	\$500.00
Public Liability	\$20,000,000.00	\$500.00
Office Bearers Liability	\$0.00	\$0.00
Voluntary Workers	\$200,000.00	\$2,000.00
Common Contents	\$26,000.00	\$500.00

5. COMMITTEE AND OFFICEHOLDERS

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

Member Name	Lot Number
Wanda Jane Appleby	Lot 8
Susan Booth	Lot 1
Brett Hayton	Lot 5,6
Caitlin Mary Jones	Lot 23
Jennifer Mary Kordiak	Lot 23



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Patrick Wooldridge Lot 34
Sunny Wu Lot 13

6. RESIGNATION OF ONSITE BUILDING MANAGER

Ordinary Resolution

RESOLVED that the Owners acknowledge and thank Mr Rudy Young for the 10 years of excellent service and dedication to 19 Munro Street and its residents. Mr Young's friendship, kindness and 24/7 attendance to building and residents issues was of immeasurable value to the present and past residents.

And further that, until a replacement for Mr Young is arranged, the cleaners from SSM Body Corporate Solutions will take on the physical cleaning duties previously carried out by Mr Young.

As an onsite manager to handle residential matters, particularly those that occur out of hours, is still being sought, residents should use the emergency contact details that have been attached.

MOTION CARRIED

Votes: Yes **12** No **0** Abstain **0**

7. PROPERTY ON WALKWAYS

Ordinary Resolution

That, Residents should not leave bikes, clothes horses and other items on common property walkways. Failure to adhere to this guideline is considered a contravention of the Rules and a contravention of Fire regulations. It is recommended that a memo is circulated to all Residents.

MOTION WITHDRAWN - Owner requested that the motion was withdrawn.

Votes: Yes **0** No **0** Abstain **0**

8. SPEED CAMERA

Ordinary Resolution

That a speed camera car that regularly parks outside 19 Munro Street, contributes to traffic noise with cars sounding their horns.

MOTION OUT OF ORDER - Motion is unlawful or unenforceable

Votes: Yes **0** No **0** Abstain **0**



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9. REPLACEMENT OF BOUNDARY FENCE

Ordinary Resolution

DEFEATED that a small section of the boundary fence between Unit 2 & 3, be replaced and that a 50% share of the cost is required to be funded from the Owners Corporation Sinking Fund.

MOTION DEFEATED

Votes: Yes **2** No **10** Abstain **0**

a. LNE FENCING SOLUTIONS

Votes: 2

At the cost of **\$598.60** including GST.

b. PK FENCES

Votes: 0

At a cost of **\$750.25** including GST.

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

Meeting closed on Monday 28 November 2022 at 10:40 AM

On behalf of the Secretary

All correspondence to:
The Secretary, Miss Eliza Rennick
UNIT 6 120 MARINE PARADE
SOUTHPORT 4207
Email lweir@test.com
