

**MINUTES OF AN ANNUAL GENERAL MEETING
THE OWNERS – DEPOSITED PLAN NO. 270427**

**ADDRESS OF THE COMMUNITY ASSOCIATION: PRINCE HENRY AT LITTLE BAY
ANZAC PARADE, LITTLE BAY, NSW 2036**

**DATE, PLACE &
TIME OF MEETING:**

An Annual General Meeting of The Association – Deposited Plan No. 270427, Prince Henry Community Association was held on Tuesday, 9 April, 2019 in the Frangipani Room, Coast Centre for Seniors at Curie Avenue, Little Bay. The meeting commenced at 6:00pm.

PRESENT:

Ms L A Pickett, Company Nominee for Lend Lease RL (Little Bay) Pty Limited (Lot 31), Mr R Mbae, Company Nominee for Norwent Pty Limited (Lot 48), Ms D M Richter & Ms V Caleo (Lot 108)

PRESENT BY PROXY:

Ms S Graham (Lot 5, DP 285909)
Mr K Barker (Lot 6, SP 80510)
Ms L Silberman (Lot 7, SP 79613)
Ms T Commyns (Lot 13, SP 84782)
Mr N Thliveris (Lot 16, DP 285908)
Mr K Ryan (Lot 30, SP 86078)
Ms C Davison (Lot 36, DP 285944)
Mr J Pearson (Lot 57, SP 86466)
Ms H Nilsen (Lot 82, SP 81878)
Ms C Hamilton (Lot 101, SP 88772)

**PROXY TO THE
CHAIRPERSON:**

Lot 127, SP 85837

IN ATTENDANCE:

Mr T El-Rakshy, Mr O Slobodetsky, Ms M Strugarevic, Ms M Ugarte, Mr M & Mrs D A Everest, Mr C Cummins, Mr M McIntosh, Ms K Wood, Mr M Chien, Ms X Zhao, Mr B Fox, Mr S Liu, Ms K Milne & Mr M Domazetovski (Change Strata Management Pty Limited)

CHAIRPERSON:

Ms H Nilsen

SECRETARY (ACTING):

Mr M Domazetovski

TREASURER:

Mr K Barker

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1. MINUTES:

- 1.1 RESOLVED that the minutes of the last general meeting held on 14 August, 2018 be confirmed as a true record of the proceedings at that meeting.

2. INSURANCES:

- 2.1 RESOLVED that the Owners confirm its current insurance policy in effect.

Insurance Company:	QBE Insurance (Aust) Ltd
Policy Number:	NT204526
Period of Insurance From:	31 March, 2018
Period of Insurance To:	31 March, 2019
Community Property:	\$202,400
Community Property (Community Income):	\$30,360
Community Property (Common Area Contents):	\$2,024
Sports Playing Field:	Not Selected
Extra Expenses:	Not Selected
Public Liability:	\$30,000,000
Voluntary Workers:	\$200,000 / \$2,000
Workers Compensation:	Not Selected
Fidelity Guarantee:	\$100,000
Office Bearers Legal Liability:	\$20,000,000
Machinery Breakdown:	Not Selected
Catastrophe (Community Association):	\$30,360
Extended Cover – Community Income: / Temp Accommodation / Storage:	\$4,554 Not Selected
Government Audit Costs:	\$25,000
Appeal Expenses:	\$100,000
Legal Defense Expenses:	\$50,000
Flood	\$Selected
Premium:	\$2,114.62
UW Levy:	\$90.00
Fire ESL:	\$66.30
GST:	\$282.07
Stamp Duty:	\$215.93
Broker Fee:	\$549.80
TOTAL PAID:	\$3,318.72
Distributor Income Received By Change Strata Management:	\$348.91

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Please Note – the Community Managing Agent tabled a copy of the new certificate of currency for the recently adopted insurance policy by the Community Association and confirmed the premium being \$3,065.75.

- 2.2 NOT RESOLVED that the insurances of the Community Association be extended to include additional optional insurances not selected above.
- 2.3 RESOLVED that Change Strata Management Pty Limited be authorised after discussion with the Executive to seek quotations for the Community Association insurance renewal from appropriate policy providers and forward them to the Executive for approval.

3. APPOINTMENT OF AN AUDITOR:

- 3.1 RESOLVED that Thomas Davis & Co. be appointed as auditors.

4. FINANCIAL STATEMENTS FOR 2018 AND BUDGET FOR 2019:

- 4.1 RESOLVED that the financial statements for the period ending 31 December, 2018 be adopted.

Please Note: - the meeting held extensive discussion regarding the financials for the year ending 31 December, 2018, specifically around the expenditure relating to gardening, legal fees and some overspend within those line items.

It is noted that a full explanation was provided to the meeting for the above by the Treasurer, the Executive Committee and Community Managing Agent.

Finally, detail of the expenditure was provided in the Treasurer's report circulated with the agenda.

- 4.2 RESOLVED that the estimated budget for the administration and sinking funds be adopted.

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Please Note: - the meeting held extensive discussion regarding the proposed budget for the forthcoming year.

It was noted that a 58% annualized increase was nominated.

It was further noted that the reason for the increase was the Community Association not having the benefit it did in the previous year of \$40,000 surplus funds to reduce the levies to the Administration Fund.

Furthermore, allowances have been made for legal services to assist the Community Association in their negotiations with Pivit, Landcom and any other associated party to the Network Telecommunication Management Agreement.

5. LEVY CONTRIBUTIONS:

- 5.1 RESOLVED that contributions to the administrative fund are estimated in accordance with Section 20 of the Act and determined in accordance with Clause 13 (1), Schedule 1 of the Act at \$100,000 + GST.
- 5.2 RESOLVED that the administrative fund contributions be paid in instalments being:
- i) Instalment 1 of \$15,000 + GST due and payable on 1 January, 2019 (already raised);
 - ii) Instalment 2 of \$28,333 + GST due and payable on 1 April, 2019; and
 - iii) Instalment 3 of \$28,333 + GST due and payable on 1 July, 2019 and
 - iv) Instalment 4 of \$28,333 + GST due and payable on 1 October, 2019; and
 - v) Instalment 5 of \$25,000 + GST due and payable on 1 January, 2020.
- 5.3 RESOLVED that contributions to the sinking fund are estimated in accordance with Section 20 of the Act and determined in accordance with Clause 13 (2), Schedule 1 of the Act at \$10,000 + GST.

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- 5.4 RESOLVED that the sinking fund contributions be paid in instalments being:
- i) Instalment 1 of \$2,500 + GST due and payable on 1 January, 2019 (already raised);
 - ii) Instalment 2 of \$2,500 + GST due and payable on 1 April, 2019; and
 - iii) Instalment 3 of \$2,500 + GST due and payable on 1 July, 2019; and
 - iv) Instalment 4 of \$2,500 + GST due and payable on 1 October, 2019; and
 - v) Instalment 5 of \$2,500 + GST due and payable on 1 January, 2020.
- 5.5 RESOLVED that following resolutions 5.2 and 5.4, the administration fund and sinking fund contributions be continued at quarterly intervals until further determined.

6. EXECUTIVE COMMITTEE:

- 6.1 RESOLVED that written and oral nominations were received at this meeting for election to the Executive Committee from:

Ms S Graham	(Lot 5, DP 285909)
Mr K Barker	(Lot 6, SP 80510)
Ms L Silberman	(Lot 7, SP 79613)
Ms L A Pickett	(Lot 31, Lend Lease RL (Little Bay) Pty Ltd)
Ms C Davison	(Lot 36, DP 285944)
Mr J Pearson	(Lot 57, SP 86466)
Ms H Nilsen	(Lot 82, SP 81878)
Mr P Wood	(Lot 101, SP 88772)

- 6.2 RESOLVED that the number of members of the Executive Committee be Eight (8).

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6.3 RESOLVED that the members of the Executive Committee be:

Ms S Graham
Mr K Barker
Ms L Silberman
Ms L A Pickett
Ms C Davison
Mr J Pearson
Ms H Nilsen
Mr P Wood

Please Note: - the owners in attendance gave a VOTE OF THANKS to the outgoing Executive Committee for their hard work and efforts over the past 12 months.

7. NEXT ANNUAL GENERAL MEETING DATE:

7.1 RESOLVED that the Annual General Meeting date for the coming year be set for Tuesday, 14 April, 2020.

CLOSURE: There being no further business, the Chairperson declared the meeting closed at 7:05pm.

Chairperson

Date