



PREMIER STRATA MANAGEMENT PTY LIMITED

A.B.N. 60 056 277 215

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**MINUTS OF THE ANNUAL GENERAL MEETING
 OF OWNERS OF COMMUNITY ASSOCIATION DP 270051
 HELD AT THE CAPTAIN'S CLUB, 247 BURWOOD RD CONCORD,
 ON MONDAY 24 NOVEMBER 2003, BEGINNING AT 7.00PM**

PRESENT:	Jim Walsh Mardi Teer Sharon Pedersen Joseph Abate Pauline Gumby Debra Larizza	Alexander Barrington Bligh Borrowdale Elizabeth Flinders	Roger Pirrone Brian Beaven Lesley Maguire John Musgrave Lindsay Roberts Richard Farmer Judy Layt	Golden Grove Lawson Lindsay Macquarie Scarborough Wentworth Premier Strata Management
PROXIES:	Kevin Ward Daryl Collins Alan Trafford Dorothea Hasley	Barrington Fitzroy Hunter Macquarie	Appoints Mardi Teer Appoints Jim Walsh Appoints Lindsay Roberts Appoints John Musgrave	
IN ATTENDANCE:	C Farmer, Wentworth			
CHAIRMAN:	Judy Layt			
QUORUM:	It was noted that a quorum was present.			
MINUTES:	It was RESOLVED that the Minutes of the SGM held on 26 March 2003 be confirmed & adopted.			
INSURANCE:	It was RESOLVED that a valuation be obtained immediately and that the building be insured for this amount. It was RESOLVED that fidelity guarantee and office bearers insurance be accepted and policies taken out on renewal for the following year.			
EXECUTIVE COMMITTEE:	The following owners were elected to the Executive Committee: Joseph Abate, Daryl Collins, Dorothea Hasley, Lindsay Roberts, Alan Trafford & Jim Walsh. A vote of appreciation was expressed to the outgoing committee. In particular, Joe Abate was congratulated for the effort he has put in to bringing the gardens to the current high standard. An email from Fitzroy along the same lines was tabled.			
ACCOUNTS:	It was RESOLVED that annual accounts for the year ended 30 September 2003 be received and adopted. It was RESOLVED that Premier provide the Executive Committee with details of the \$350.00 expenditure for keys.			
AUDITOR:	It was RESOLVED that an independent auditor not be appointed.			
BUDGET:	It was RESOLVED that the following budget be accepted on a unit			

	<p>entitlement basis from 1 January 2004 with levies due in four equal payments due on 1 January 2004, 1 April 2004, 1 July 2004, 1 October 2004.</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding-right: 20px;">Administrative Fund</td> <td style="text-align: right;">124,600.00</td> </tr> <tr> <td>Sinking Fund</td> <td style="text-align: right;"><u>25,000.00</u></td> </tr> <tr> <td>Total Funds</td> <td style="text-align: right;">\$129,600.00</td> </tr> </table>	Administrative Fund	124,600.00	Sinking Fund	<u>25,000.00</u>	Total Funds	\$129,600.00
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PEST REPORT:	<p>It was RESOLVED that a Pest, Safety & Maintenance report not be obtained. It was noted that because of the terrain & type of buildings the risk of pest infection is very low.</p>						
ADDRESS FOR SERVICE OF NOTICES:	<p>It was RESOLVED that the address for service of notices on the certificate of title be changed to: C/- Premier Strata Management, PO Box 3030 Parramatta 2124.</p>						
BY-LAWS 83-85:	<p>This motion was amended by the number of days in By-Law 84(b) being changed to five in lieu of ten.</p> <p>It was SPECIALLY RESOLVED that the Community Association replace By-Laws 83-85 of the Management Statement with the following :</p> <p>83. An owner or occupier of a lot must not park a motor vehicle in the visitor carspaces forming part of the community property or on any other part of the community property and must not permit any other person to park a motor vehicle in the visitor carspaces or any other part of the community property except as provided in By-Law 84.</p> <p>84. (a) An owner or occupier of a lot may permit a visitor to his lot to park a motor vehicle within a visitor carspace for a period not exceeding 48 hours from when the motor vehicle is first parked in the visitor carspace or any other visitor carspace unless a longer period not exceeding 14 days is approved in writing by the Community Association.</p> <p>(b) An owner or occupier of a lot may not permit a visitor to park a motor vehicle in a visitor carspace within 5 days of that motor vehicle having been previously parked in a visitor carspace in accordance with By-Law 84 except with the written consent of the Community Association.</p> <p>85. An owner or occupier of a lot must ensure that any motor vehicle parked in a visitor carspace by a visitor to his lot otherwise in accordance with By-Law 84 is removed from the community property immediately.</p> <p>There were 9 votes recorded for this motion. John Musgrave & Mardi Teer requested that it be noted that they abstained from voting. Pauline Gumby requested that it be noted that she voted against the motion.</p>						

BY-LAW BREACHES:	<p>It was RESOLVED that the process for handling By-Law breaches as accepted at the Executive Meeting held on 23 July 2003 be confirmed as follows:</p> <ol style="list-style-type: none"> 1. The strata representative & another member of the CA approach the offending residents asking them to respect the By-Law(s). If the request is ignored after 14 days - 2. The strata representative & another member of the CA deliver a letter from our managing agent stating that unless the By-Law(s) is complied with within 14 days legal action will be taken. If the request is ignored after 14 days – 3. At a duly convened exec committee meeting a resolution be carried instructing our managing agent to issue a Notice to Comply under Section 13A of the Act &, if the By-Law(s) is not complied with within 14 days, to institute Mediation proceedings. <p>It was acknowledged that other initial measures, such as the placing of notices on vehicles, may be necessary where illegal parking is concerned.</p>
AGREEMENT WITH COUNCIL:	<p>It was RESOLVED that Premier, on behalf of the PLCA, seek to enter into an Agreement with Canada Bay City Council to regulate the parking on community property in terms of section 650 of the Local Government Act.</p>
QUOTATIONS:	<p>It was RESOLVED that the following policy be adopted for all major works:</p> <ul style="list-style-type: none"> • Two quotes be obtained & recorded in the Minutes. • If not possible/practicable to obtain two quotes, the reason be recorded in the Minutes. • If the higher quote is accepted, an explanation is given in the Minutes.
PAINTING OF FITZROY:	<p>It was RESOLVED that the request from Fitzroy to repaint their building in the same yellow colour as the Captain’s Club not be agreed to. Further that the Fitzroy representative be invited to discuss the matter with the PLCA Executive Committee.</p>
GYM EQUIPMENT:	<p>It was RESOLVED that the Executive Committee take steps to remove from the GYM equipment not owned by the PLCA, as this is a legal liability issue.</p> <p>It was FURTHER RESOLVED that the Executive Committee investigate all aspects of the use of the GYM & the type of equipment to be made available.</p>
EXPENDITURE – PLANTS:	<p>It was RESOLVED that an amount up to \$1 500.00 be approved for the purchase of new plants.</p>
CREEK:	<p>It was RESOLVED that the algae problem with the creek between Macquarie & Elizabeth be referred to the Executive Committee.</p>
NEXT AGM:	<p>It was RESOLVED that the 2004 AGM be held on Monday 22 November, in the Captain’s Club, beginning at 7.00pm.</p>
CLOSURE:	<p>The meeting closed at 10.00pm.</p>