

Minutes of the Annual General Meeting
The Owners – Strata Plan 11111
6 Morley Street, TWEED HEADS

Held Via 3CX Link on Wednesday 31st August 2022, commencing at 11.00 a.m.

PRESENT:	K McLaren (Lot 2) J Duce (Lot 4)
PROXY:	A Mott (Lot 6) to J Duce (Lot 4)
APOLOGIES:	Nil
IN ATTENDANCE:	Dominique Williams of TCM Strata Coastal
CHAIRPERSON:	Dominique Williams conducted the meeting under delegated authority.

MOTION

1. **RESOLVED** that the Minutes of the last General Meeting were confirmed.
2. **RESOLVED** that the Financial Statements for the period ended 31/07/2022 be received and adopted.
3. **RESOLVED** that an auditor not be appointed.
4. **RESOLVED** that the present insurance cover on the common property be confirmed and insurance under Section 165(2) not be altered at this stage.
 - TCM to arrange an insurance Valuation.
5. **RESOLVED** that the Owner's Corporation considered their Capital Works Analysis Report.
6. **RESOLVED** that for the purpose of collecting levy contributions, interest and recovery costs thereon and pursuant to the Act (including section 103 of the Act), authorisation is given to the strata managing agent and/or the strata committee to do any of the following:
 - (a) Levy Recovery Step 1: issue a reminder levy notice 45 days after the levy due date;
 - (b) Levy Recovery Step 2: issue 2nd levy recovery letter 75 days after the levy due date;
 - (c) Levy Recovery Step 3: 96 days after the original date the levy was due, and where the debt is in excess of \$2,000, appoint the services of a debt collection agency, obtain legal advice and/or retain legal representation of solicitors, barristers and/or experts on behalf of the Owners Corporation to issue a letter of demand and/or to commence, pursue, continue or defend any court, tribunal or any other proceedings against any lot owner, mortgagee in possession and/or former lot owner in relation to all

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matters arising out of the recovery of levy contributions and the recovery of other debts, including penalties, interest, legal and other costs;

(d) Enforce any judgment obtained in the collection of levy contributions including commencing and maintaining bankruptcy or winding up proceedings;

(e) Filing an appeal or defending an appeal against any judgment concerning the collection of levy contributions; and,

(f) Liaise, instruct and prepare all matters with the Owners Corporation's debt collection agents, lawyers and/or experts in relation to any levy recovery proceedings.

7. **RESOLVED** that the Owners Corporation resolve pursuant to Section 85(5) of the Strata Schemes Management Act 2015 to agree to enter into payment plans for the payment of overdue levy contributions on a basis that the strata Manager thinks is fair and reasonable taking into account the Owners Corporation financial position and that the owner who enters into the payment plan be responsible for all associated costs.

8. **RESOLVED** that no additional matters apart from the restrictions of the Strata Schemes Management Act, 2015 be placed on the strata committee.

9. **RESOLVED** that 2 nomination was received for the election of the strata committee members and the Owners Corporation determined the number of persons to be elected to the strata committee was two and that nominee elected was.

Committee Member: Kirsty McLaren J Duce

10. **RESOLVED** that the Owners Corporation obtain a pest control and termite inspection to all units and common property.

- TCM to arrange.

11. **RESOLVED** that in accordance with the Strata Schemes Management Act, 2015 the Administrative Fund Budget for the year ending 31/07/2023 totalling \$20000 (including GST) be approved and be due and payable quarterly and that the Capital Works Fund Budget for the year ending 31/07/2023 totalling \$1000 (excluding GST) be approved and that the Capital Works Fund levy be due and payable quarterly. TCM Strata Coastal proposed to set the Capital Works Fund Budget to keep in line with the Capital works Analysis Report.

Levy Due By Dates:

11/10/2022

01/01/2023

01/04/2023

01/07/2023

Management Notes:

- The approximate date for the next AGM is Tuesday 26th August 2023 at 11 a.m.

CLOSURE: The meeting closed at 12.18 pm