

Body Corporate Services Pty Ltd
82010120144

Reply Paid 769 Tweed Heads 2485
bcs_coolangatta@bcssm.com.au
www.bcsm.com.au

Ph (07)55898100



7 August 2023

Annual General Meeting

**BODY CORPORATE FOR KIRRA GARDENS
COMMUNITY TITLES SCHEME 11527
22 MARINE PARADE**

Dear Owner

Please find enclosed the **minutes** of the recently held general meeting for KIRRA GARDENS CTS 11527.

We ask that you read the minutes carefully as the matters considered impact the running of your Body Corporate.

If you require any further information or assistance in relation to the meeting outcomes, you are welcome to contact our office.

Regards
Nathan Langham
Strata Manager

MINUTES – GENERAL MEETING

BODY CORPORATE FOR KIRRA GARDENS COMMUNITY TITLES SCHEME 11527 22 MARINE PARADE

These are the minutes of the **Annual General Meeting** for the Body Corporate for **KIRRA GARDENS Community Titles Scheme 11527** held **Body Corporate Services, Shop 5, 25-33 Wharf Street, Tweed Heads, NSW, 2485; Video Conference: <https://meet.bcsm.com.au/125422545>** commencing at **10:00 AM (QLD Time) on 25 Jul 2023.**

Lots Represented

Lot No

<u>1</u>	Shirley Meiers	Paper vote
<u>3</u>	Gayle Grey	Owner present
<u>6</u>	Robert Green	Owner present
<u>10</u>	M Draper	Electronic vote
<u>12</u>	Larry Maybee	Owner present
<u>15</u>	Elizabeth Humphries	Electronic vote
<u>17</u>	Nahimsa Pty Ltd Atf G W Mcdonald Super Fund	Owner present
<u>20</u>	Julie Argeros	Electronic vote
<u>21</u>	Nahimsa Pty Ltd	Owner present
<u>26</u>	Arna Yorston	Owner present

Apologies

Victoria Harris

In Attendance

Nathan Langham representing Body Corporate Services Pty Ltd.

Chairperson of Meeting

Gary Mcdonald chaired the meeting.

Enhancing Community Living

Corporate Lic No: 862864, Memberships:
Strata Community Australia (SCA)

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Proxies and Voting Papers

The Chairperson declared that the valid proxies and voting papers be accepted.

Quorum

The chairperson declared that a quorum was represented and the meeting was declared open at 09:50 AM.

Open Motions

1	Confirmation of Minutes	Ordinary Resolution		
	<i>Statutory Motion</i>			
	That the minutes of the annual general meeting held on 20/07/2022 be confirmed as a true and correct record of the proceedings at that meeting.			
	Motion CARRIED.	Yes 9	No 0	Abstain 1
				Invalid 0
2	Adoption of Statement of Accounts	Ordinary Resolution		
	<i>Statutory Motion</i>			
	That the Audited statement of accounts for the administrative and sinking funds for the year ending 30/04/2023 attached to the agenda be adopted.			
	Motion CARRIED.	Yes 10	No 0	Abstain 0
				Invalid 0
3	No Audit	Special Resolution		
	<i>Statutory Motion</i>			
	That the Body Corporate's statement of accounts for the financial year 01/05/2023 to 30/04/2024 NOT be audited.			
	*NOTE: If you want the accounts to be audited, vote 'no'; if you do not want the accounts to be audited, vote 'yes'.			
	Motion DEFEATED.	Yes 3	No 7	Abstain 0
				Invalid 0
4	Appointment of Auditor	Ordinary Resolution		
	<i>Statutory Motion</i>			
	That the Body Corporate AGREES that the statement of accounts for the financial year 01/05/2023 to 30/04/2024 be audited, the proposed auditor being Guardian Body Corporate Auditors.			
	Motion CARRIED.	Yes 8	No 1	Abstain 1
				Invalid 0

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5 Adoption of Administrative Fund Budget and Fixing of Contributions Ordinary Resolution

Statutory Motion

That the administrative fund budget for the financial year ending 30/04/2024, which totals \$129,912.43 including GST, be adopted with contributions levied by 4 instalments, as follows:

Period From	Period To	Due	Admin Fund	Per Lot Ent.
01/05/2023	31/07/2023	01/05/2023	\$32,478.11	\$318.41
01/08/2023	31/10/2023	01/08/2023	\$32,478.11	\$318.41
01/11/2023	31/01/2024	01/11/2023	\$32,478.10	\$318.41
01/02/2024	30/04/2024	01/02/2024	\$32,478.11	\$318.41
			\$129,912.43	\$1,273.65

Total lot entitlements 102 with each lot entitlement attracting a levy of \$1,273.65 including GST, during the current financial year.

And further that the committee may issue an interim levy for the first levy period(s) of the following financial year.

Interim Periods

Period From	Period To	Due	Admin Fund	Per Lot Ent.
01/05/2024	31/07/2024	01/05/2024	\$32,478.11	\$318.41
01/08/2024	31/10/2024	01/08/2024	\$32,478.11	\$318.41
			\$64,956.22	\$636.83

Subject to 10% settlement discount for payment on or before the due date.

Motion CARRIED. Yes 10 No 0 Abstain 0 Invalid 0

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6 Adoption of Sinking Fund Budget and Fixing of Contributions Ordinary Resolution

Statutory Motion

That the sinking fund budget for the financial year ending 30/04/2024, which totals \$107,800.00 including GST, be adopted with contributions levied by 4 instalments, as follows:

Period From	Period To	Due	Sinking Fund	Per Lot Ent.
01/05/2023	31/07/2023	01/05/2023	\$26,950.00	\$264.22
01/08/2023	31/10/2023	01/08/2023	\$26,950.00	\$264.22
01/11/2023	31/01/2024	01/11/2023	\$26,950.00	\$264.22
01/02/2024	30/04/2024	01/02/2024	\$26,950.00	\$264.22
			\$107,800.00	\$1,056.86

Total lot entitlements 102 with each lot entitlement attracting a levy of \$1,056.86 including GST, during the current financial year.

And further that the committee may issue an interim levy for the first levy period(s) of the following financial year.

Interim Periods

Period From	Period To	Due	Sinking Fund	Per Lot Ent.
01/05/2024	31/07/2024	01/05/2024	\$26,950.00	\$264.22
01/08/2024	31/10/2024	01/08/2024	\$26,950.00	\$264.22
			\$53,900.00	\$528.43

Subject to 10% settlement discount for payment on or before the due date.

Motion CARRIED. Yes 10 No 0 Abstain 0 Invalid 0

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7 Confirmation of Insurance

Ordinary Resolution

Statutory Motion

That for the purposes of the body corporate insurance renewal, and on the basis of the policy set out below, the insurances be confirmed and that Body Corporate Services Pty Ltd be authorised to obtain quotations and renew the insurances for the next twelve month period unless instructed to the contrary by the committee.

Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
851495	CHU/QBE COMMUNITYSUR E	30 Jun 2023	Fusion Cover	Not Insured
			Government Audit Costs	\$25,000.00
			Legal Defence Expenses	\$100,000.00
			Loss of Rent	\$1,927,096.00
			Lot Owner's Fixtures and Improvements	\$250,000.00
			Machinery Breakdown Insurance	\$10,000.00
			Office Bearers Liability Insurance	\$5,000,000.00
			Paint	Included
			Flood	Included
			Property, Death and Injury (Public Liability)	\$30,000,000.00
			Voluntary Workers Insurance	\$300,000.00 / \$3,000.00
			Workers Compensation Insurance	Not Insured
			Appeal Expenses	\$100,000.00
			Building Catastrophe	\$3,854,192.00
			Common Area Contents	\$128,473.00
			Community Income	Not Insured
			Damage (i.e. Building) Policy	\$12,847,308.00
Fidelity Guarantee Insurance	\$250,000.00			
Floating Floors	Included			

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10 Appointment of Body Corporate Manager

**Ordinary Resolution
Without use of Proxies**

Submitted by Committee

That the Body Corporate engage Body Corporate Services Pty Ltd for a term of 3 year(s) commencing on 01/08/2023 for a fee of \$4,785.00 per annum inclusive of GST for the purpose of providing administrative services to the Body Corporate, and be authorised to exercise some or all of the powers of the executive committee, the details contained in the administrative agreement included with this notice AND FURTHER that the strata manager be authorised and instructed to affix the seal to the agreement witnessed by two (2) committee members, one of whom must be the chairperson, or an authorised representative of Body Corporate Services Pty Ltd.

Motion CARRIED.

Yes 9

No 1

Abstain 0

Invalid 0

Election of the Committee

Chairperson

The following nomination was received prior to the financial year end for the position of Chairperson.

Gary McDonald has been elected unopposed as Chairperson.

Secretary

The following nomination was received prior to the financial year end for the position of Secretary.

Wendy McDonald has been elected unopposed as Secretary.

Treasurer

The following nomination was received prior to the financial year end for the position of Treasurer.

Arna Yorston has been elected unopposed as Treasurer.

Ordinary Member

The following nominations were received prior to the financial year end for the position of Ordinary Member.

Robert Green, Victoria Harris, Larry Maybee, Luke Smith have been elected to the committee.

Committee Members

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CHAIRPERSON	Gary McDonald	Lot no 21
SECRETARY	Wendy McDonald c/- Reply Paid 769, Tweed Heads NSW 2485	Lot no 17
TREASURER	Arna Yorston	Lot no 26
ORDINARY MEMBERS	Robert Green	Lot no 6
	Victoria Harris	Lot no 24
	Larry Maybe	Lot no 12
	Luke Smith	Lot no 28
NON-VOTING MEMBERS	Nathan Langham	Strata Manager
RECONCILIATION REPORT RECIPIENT	Arna Yorston	Lot no 26

Closure

There being no further business the Chairperson declared the meeting closed at 10:09 AM.

General Discussion

It was discussed that Lot owners should have their hot water systems checked regularly to ensure they are in good condition. This is to assist in preventing the hot water systems from bursting or leaking and causing water damage to other units or common property.

Secretary

Please forward correspondence to:

Arna Yorston
C/- Body Corporate Services Pty Ltd
Reply Paid Reply Paid 769 Tweed Heads NSW 2485
Email bcs_coolangatta@bcsm.com.au
Phone (07)55898100

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