

Body Corporate Services Pty Ltd  
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21 Dec 2021

## Annual General Meeting

**BODY CORPORATE FOR OXYGEN  
COMMUNITY TITLES SCHEME 34551  
150-170 LEICHHARDT STREET**

Dear Owner

Please find enclosed the **minutes** of the recently held general meeting for OXYGEN CTS 34551.

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  
Dan Moy

# MINUTES – GENERAL MEETING

## BODY CORPORATE FOR OXYGEN COMMUNITY TITLES SCHEME 34551 150-170 LEICHHARDT STREET

These are the minutes of the reconvened **Annual General Meeting** for the Body Corporate for **OXYGEN Community Titles Scheme 34551** held **150-170 LEICHHARDT STREET, SPRING HILL, QLD, 4000** commencing at **11:00 AM (Qld Time) on 21 Dec 2021**.

### Lots Represented

#### Lot No

<u>1</u>	RAMYA BEHRA, SRIKANTH BEHRA	Electronic vote
<u>5</u>	ANTHONY NICHOLAS MATHAS, KARIN JANE KENNEDY	Electronic vote
<u>12</u>	PETER JAMES	By electronic vote and by way of video conference.
<u>16</u>	DENNIS CHARLES ROLFE &, KERRY ANNE ROLFE	Paper vote
<u>28</u>	KEVIN PAUL MCGEE	Electronic vote
<u>29</u>	BERYL HALLETT	By electronic vote and by way of video conference.
<u>30</u>	DAVID WILLIAM MENEY & ANN MARIE MENEY	Electronic vote
<u>33</u>	BOYANA RUMENOVA SHOPOVA	Electronic vote
<u>35</u>	RENAN SANTANA	By electronic vote and by way of video conference.
<u>46</u>	PETER HEFFERNAN	By way of video conference.
<u>48</u>	TREAD-C HOLDINGS PTY LTD	Paper vote
<u>54</u>	CAMERON KEITH BUNKUM, CHARMAINE MARY REID	Electronic vote
<u>56</u>	CHANG XU	Electronic vote
<u>75</u>	IAN BRADLEY PHILLIPS	Electronic vote
<u>98</u>	MARIANO OSPINA GUEVARA	Electronic vote
<u>108</u>	JENNIFER GAI LINDSAY	Electronic vote
<u>121</u>	LILIIA SAMYSHEVA AND EVGENIIA SAMYSHEVA	Electronic vote
<u>122</u>	DEBORAH JAN DIEZMANN	Electronic vote

### *Enhancing Community Living*

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<u>128</u>	JOHN ROWELL	By voting paper and by way of video conference.
<u>129</u>	PETER JAMES	Owner present
<u>140</u>	MATTHEW STOKES	By electronic vote and by way of video conference.
<u>152</u>	ANNAMARIA SARTORETTO	Paper vote
<u>163</u>	ROBERT LEONARD HONEYCOMBE	Paper vote
<u>167</u>	ALEXANDER TURKEVYCH, ELENA TURKEVYCH	Paper vote
<u>170</u>	GUY ROBERT MEYER ATF THE G & L MEYER FAMILY TRUST	Paper vote

*Note: The voting papers listed above are the voting papers received for the open motions*

### In Attendance

Dan Moy representing Body Corporate Services Pty Ltd.

### Chairperson of Meeting

PETER JAMES chaired the meeting.

### Voting Papers

The Chairperson declared that the valid voting papers be accepted.

### Quorum

The chairperson declared that a quorum was represented and the meeting was declared open at 10:36 AM.

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## Open Motions

<b>1</b>	<b>Confirmation of Minutes</b>	<b>Ordinary Resolution</b>
	<i>Statutory Motion</i> That the minutes of the annual general meeting held on 16/12/2020 be confirmed as a true and correct record of the proceedings at that meeting.	
	<b>Motion CARRIED.</b>	Yes 15      No 0      Abstain 10      Invalid 0
<b>2</b>	<b>Adoption of Statement of Accounts</b>	<b>Ordinary Resolution</b>
	<i>Statutory Motion</i> That the Audited statement of accounts for the administrative and sinking funds for the year ending 30/09/2021 attached to the agenda be adopted.	
	<b>Motion CARRIED.</b>	Yes 21      No 0      Abstain 4      Invalid 0
<b>3</b>	<b>No Audit</b>	<b>Special Resolution</b>
	<i>Statutory Motion</i> That the Body Corporate's statement of accounts for the financial year 01/10/2021 to 30/09/2022 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'.	
	<b>Motion DEFEATED.</b>	Yes 7      No 16      Abstain 2      Invalid 0
<b>4</b>	<b>Appointment of Auditor</b>	<b>Ordinary Resolution</b>
	<i>Statutory Motion</i> That the Body Corporate AGREES that the statement of accounts for the financial year 01/10/2021 to 30/09/2022 be audited, the proposed auditor being Kelly & Partners.	
	<b>Motion CARRIED.</b>	Yes 22      No 2      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 30/09/2022, which totals \$880,000.00 including GST, be adopted with contributions levied by 4 instalments, as follows:

Period From	Period To	Due	Admin Fund	Per Lot Ent.
01/10/2021	31/12/2021	01/10/2021	\$192,500.00	\$5.39
01/01/2022	31/03/2022	01/01/2022	\$192,500.00	\$5.39
01/04/2022	30/06/2022	01/04/2022	\$247,500.00	\$6.92
01/07/2022	30/09/2022	01/07/2022	\$247,500.00	\$6.92
			<b>\$880,000.00</b>	<b>\$24.62</b>

**Total lot entitlements 35,742** with each lot entitlement attracting a levy of \$24.62 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.
01/10/2022	31/12/2022	01/10/2022	\$220,000.00	\$6.16
01/01/2023	31/03/2023	01/01/2023	\$220,000.00	\$6.16
			<b>\$440,000.00</b>	<b>\$12.31</b>

**Motion CARRIED.**

Yes 22

No 0

Abstain 3

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 30/09/2022, which totals \$302,500.00 including GST, be adopted with contributions levied by 4 instalments, as follows:

Period From	Period To	Due	Sinking Fund	Per Lot Ent.
01/10/2021	31/12/2021	01/10/2021	\$93,500.00	\$2.62
01/01/2022	31/03/2022	01/01/2022	\$93,500.00	\$2.62
01/04/2022	30/06/2022	01/04/2022	\$57,750.00	\$1.62
01/07/2022	30/09/2022	01/07/2022	\$57,750.00	\$1.62
			<b>\$302,500.00</b>	<b>\$8.46</b>

**Total lot entitlements 35,742** with each lot entitlement attracting a levy of \$8.46 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.
01/10/2022	31/12/2022	01/10/2022	\$75,625.00	\$2.12
01/01/2023	31/03/2023	01/01/2023	\$75,625.00	\$2.12
			<b>\$151,250.00</b>	<b>\$4.23</b>

**Motion CARRIED.**

Yes 22

No 0

Abstain 3

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
HU0049235	CHU/QBE Insurance	01 Oct 2022	Office Bearers Liability Insurance	\$1,000,000.00
			Voluntary Workers Insurance	\$200,000.00
			Property, Death and Injury (Public Liability)	\$20,000,000.00
			Fidelity Guarantee Insurance	\$100,000.00
TOTAL PREMIUM: \$5,714.16				
Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
HU0049236	CHU/QBE Insurance	01 Oct 2022	Machinery Breakdown Insurance	\$500,000.00
			Flood	included
			Common Area Contents	\$1,246,574.00
			Damage (i.e. Building) Policy	\$124,657,360.00
			Building Catastrophe	\$18,698,604.00
			Loss of Rent	\$21,815,256.00
TOTAL PREMIUM: \$0.00				

**Motion CARRIED.**

Yes 24

No 0

Abstain 1

Invalid 0

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## 8 Appointment of Body Corporate Manager

A motion to enable the selection of a Body Corporate Manager.

8.1	Appointment of Body Corporate Manager	Ordinary Resolution Without use of Proxies
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That the Body Corporate engage Body Corporate Services Pty Ltd for a term of 1 year(s) commencing on 01/01/2022 for a fee of \$23,111.00 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.

<b>Motion QUALIFIED.</b>	Yes 22	No 2	Abstain 1	Invalid 0
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<b>8.2</b>	<b>Appointment of Body Corporate Manager - Cassels Strata Management</b>	<b>Ordinary Resolution Without use of Proxies</b>
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That the body corporate for Oxygen CTS 34551 enter into an administration agreement with Cassels Strata Management Pty Ltd for the supply of administrative services to the body corporate for a period of 2 years commencing on ..... 2021 and ending on ..... 2023.

The fee being \$110.00 per lot per annum plus GST, plus disbursements at \$55.00 per lot per annum plus GST, outlined in the terms noted within the administration agreement which has been circulated to all members of the body corporate with the notice of this meeting.

It is further resolved that Cassels Strata Management Pty Ltd be given authority to affix the common seal of the body corporate to the administration agreement and that same be signed by two members of the elected committee.

AND that Peter Cassels of Cassels Strata Management Pty Ltd be appointed as the public officer for taxation purposes AND that Cassels Strata Management Pty Ltd attend through its duly appointed tax agent to the lodgment of taxation returns on behalf of the body corporate as required by the Commissioner of Taxation.

AND that pursuant to the provisions of the Body Corporate and Community Management Act and Regulations, the common seal of the body corporate shall be kept as part of the body corporate records at the offices of Cassels Strata Management Pty Ltd, 115/117 Aerodrome Road, Maroochydore Qld, and further that the affixation of the common seal be determined as follows:

- 1 By committee resolution in either of the following ways:
  1. In the presence of any two members of the committee of the body corporate; or
  2. By Cassels Strata Management Pty Ltd pursuant to the provisions of their administration agreement; and
- 2 By Cassels Strata Management Pty Ltd for the purpose of providing a statement under section 205.

AND that the address for service of notices for this body corporate be changed to C/- Cassels Strata Management Pty Ltd, PO Box 1152, Milton QLD 4064 and that the common seal of the body corporate be affixed to the Form 14 required to register this change.

AND that a bank account be opened in the name of the body corporate with the Bank of Queensland Cash Management and that Cassels Strata Management Pty Ltd be authorised to operate such account to endorse and negotiate instruments on behalf of the body corporate and to generally conduct the administrative and sinking fund banking and investment affairs of the body corporate.

**Motion NOT QUALIFIED.**    Yes 8                      No 15                      Abstain 2                      Invalid 0

**Motion 8.1 was chosen as the outcome for this same issue motion as it was the only qualifying motion**

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<b>9</b>	<b>Supply and Installation of New Hot Water Meters - Supply and billing of Hot Water to all lots and Supply and billing of cooktop gas to all lots</b>	<b>Ordinary Resolution Without use of Proxies</b>
	<i>Submitted by Committee</i>	

It is hereby resolved and agreed that the Body Corporate:

1. Enter into a 10 year Installation of Works Agreement with Locality Planning Energy Pty Ltd ACN 148 958 061 (LPE) for the Supply, Installation and Maintenance of 191 new Hot Water Meters and any associated meter reading systems for the term of the IWA.
2. Enter into a 10 year agreement with Locality Planning Energy Pty Ltd ACN 148 958 061 (LPE) to take over the existing billing and administration services for the supply of hot water and cooker gas to all lots.

<b>Motion CARRIED.</b>	Yes 24	No 0	Abstain 1	Invalid 0
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<b>10</b>	<b>Change of by-law 13 - Keeping of animals</b>	<b>Ordinary Resolution</b>
	<i>Submitted by Owner of Lot 140</i>	

Per the recent changes to residential tenancy laws, lot owners or tenants should be allowed to keep (1) one dog or cat within their lot. Pet's will be permitted under the supervision of their owners to exercise on the grass area beside the pool ONLY. Pet's must comply with By-Law 15 (regarding noise).

<b>Motion DEFEATED.</b>	Yes 6	No 16	Abstain 3	Invalid 0
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<b>11</b>	<b>Body corporate in conjunction with the Building Manager to restore / clean the walls / and garden beds outside 170 beside the 7 / 11</b>	<b>Ordinary Resolution</b>
	<i>Submitted by Owner of Lot 140</i>	

The walls in front of the facade of the building / signage is broken / chipped all along the front facade between the 7/11 and BWS.

<b>Motion CARRIED.</b>	Yes 13	No 11	Abstain 1	Invalid 0
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<b>12</b>	<b>Body Corporate and building manager to implement measures which hinder all day parking</b>	<b>Ordinary Resolution</b>
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*Submitted by Owner of Lot 140*

Body Corporate and building manager to implement measures which hinder the all day parking / congregation of uber drivers parking beside the 7/11 and in the 30 minute visitor parking.

<b>Motion LOST.</b>	Yes 11	No 11	Abstain 3	Invalid 0
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<b>13</b>	<b>Body Corporate / Building Manager to buy modern furniture</b>	<b>Ordinary Resolution</b>
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*Submitted by Owner of Lot 140*

Body Corporate / Building Manager to buy modern furniture for the large pool area and replace the outdated furniture.

<b>Motion DEFEATED.</b>	Yes 9	No 13	Abstain 3	Invalid 0
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## Election of the Committee

### **Chairperson**

PETER JAMES has been elected as Chairperson

PETER JAMES	13 votes
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MATTHEW STOKES	4 votes
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### **Secretary**

PETER HEFFERNAN has been elected unopposed as Secretary.

### **Treasurer**

PETER HEFFERNAN has been elected unopposed as Treasurer.

### **Ordinary Member**

SRIKANTH BEHRA, BERYL HALLETT, GEOFF LEITCH, JOHN ROWELL, RENAN SANTANA have been elected to the committee.

SRIKANTH BEHRA	14 votes
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BERYL HALLETT	15 votes
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GEOFF LEITCH	16 votes
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JOHN ROWELL	15 votes
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RENAN SANTANA	13 votes
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MATTHEW STOKES	6 votes
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### **Withdrawn Nominees**

PETER JAMES	Already on committee
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## Committee Members

<b>CHAIRPERSON</b>	<b>PETER JAMES</b>	<b>Lot no 12</b>
<b>SECRETARY</b>	<b>PETER HEFFERNAN</b>	<b>Lot no 46</b>
<b>TREASURER</b>	<b>PETER HEFFERNAN</b>	<b>Lot no 46</b>
<b>ORDINARY MEMBERS</b>	<b>SRIKANTH BEHRA</b>	<b>Lot no 1</b>
	<b>BERYL HALLETT</b>	<b>Lot no 29</b>
	<b>RENAN SANTANA</b>	<b>Lot no 35</b>
	<b>JOHN ROWELL</b>	<b>Lot no 128</b>
	<b>GEOFF LEITCH</b>	<b>Lot no 133</b>
<b>NON-VOTING MEMBERS</b>	<b>DAN MOY</b>	<b>Strata Manager</b>
	<b>SHANE &amp; MANDY CORBETT</b>	<b>Caretaker</b>
<b>RECONCILIATION REPORT RECIPIENT</b>	<b>PETER JAMES</b>	<b>Lot no 12</b>
	<b>PETER HEFFERNAN</b>	<b>Lot no 46</b>

## Closure

There being no further business the Chairperson declared the meeting closed at 11:10 AM.

## Secretary

Please forward correspondence to:

Secretary	Peter Heffernan CTS 34551 C/- Body Corporate Services Pty Ltd
Reply Paid	Reply Paid 466 Toowong QLD 4066
Email	bcs_brisbane@bcssm.com.au
Phone	(07)37217000

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