

SydneyStrataReport

property strata inspections

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STRATA REPORT

| | |
|----------------------------------|---|
| Client | Infinity Property Group |
| Address of property | Unit 11/2a Harris Street, Mascot, NSW. |
| Lot | 1 |
| Strata Plan | SP 82467 |
| Name of Strata Management Co. | Civium Strata Management |
| Telephone Number of Strata Agent | 1300 724 256 |
| Report Date | 19 September 2021 |

General Information

| | |
|-------------------------|----------------|
| Owner's Name | Andrew Galante |
| Unit Entitlement. | 12 |
| Total Unit Entitlement. | 100 |

Levy Contributions

| | |
|-----------------------------------|--------------------------|
| Administration Fund contribution. | \$741.06 |
| Sinking Fund contribution. | \$1,200.00 |
| Are There any Special Levies? | No on records presented. |
| Admin. Fund Balance Approx. | \$8,451.74 |
| Sinking Fund Balance. | \$14,609.61 |

Insurances

| | |
|----------------------|---------------------------------------|
| Building Insurance | Yes |
| Sum Insured | \$3,500,000.00 |
| Insurance Company | Strata Community Insurance |
| Due Date | 31 March 2022 |
| Fire Safety Report ? | N/A |
| Certificate Date. | N/A |
| Pet Friendly? | Owners corporation permission needed. |

Meetings

| | |
|--|--|
| Annual General Meeting 28 November 2017 | Administration Fund set at \$11,867.45 p.a. Sinking Fund set at \$7,000.00 p.a. |
|--|--|

| | |
|---|---|
| | <p>Building insurance continued, Motion 19 : Minor renovations bylaw passed, the list of items considered minor and conditions for approval are as per the attachment below. All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Meeting closed.</p> |
| <p>Annual General Meeting 28 August 2018</p> | <p>Administration Fund set at \$15,551.00 p.a. Sinking Fund set at \$6,622.00 p.a. Building insurance continued, Bylaws to be replaced (as attached). All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Meeting closed.</p> |
| <p>Annual General Meeting 23 July 2019</p> | <p>Administration Fund set at \$15,315.00 p.a. Sinking Fund set at \$6,821.00 p.a. Building insurance continued, Resolved that no cladding or other inspections should be made, All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Meeting closed.</p> |
| <p>Annual General Meeting 31 August 2020</p> | <p>Administration Fund set at \$23,733.65 p.a. Sinking Fund set at \$7,026.00 p.a. Building insurance continued, Special levy of \$1,418.00 raised to pay additional expenses. All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled. Executive Committee Meeting: Maintenance recorded was general in nature as per the scan of this meeting below. Meeting closed.</p> |
| <p>Annual General Meeting 27 July 2021</p> | <p>Administration Fund set at \$24,702.00 p.a. Sinking Fund set at \$25,000.00 p.a. Building insurance continued,</p> |

| | |
|-----------------|---|
| | <p>All other matters were meeting formalities and general maintenance as per the scan below, no major works tabled.</p> <p>Meeting closed.</p> |
| Other comments. | <p>This report is to be taken in context and in conjunction with the scans below.</p> <p>No major works or special levies are planned on records presented.</p> |

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Units: 10 **Lots:** 10

State: NSW **Post Code:** 2020
ABN: 40687852518
Manager: Robert Tan

| | | | |
|-----------------------------------|----------------------------------|---------------------------------|---|
| Lot#: 11 | Unit#: 1 | Units of Entitlement: 12 | Paid To: 31/08/21 |
| Owner Name: Andrew Galante | | | Arrears: \$949.29 |
| | Contribution Schedule: 12 | | Interest: \$0.00 |
| | | | Total Due: \$949.29 as at 17/09/21 |

[illegible]

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

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S/Plan: 82647
Lot#: 11 **Unit#:** 1
Owner Name: Andrew Galante

Units of Entitlement: 12
Contribution Schedule: 12

Paid To: 31/08/21
Arrears: \$949.29
Interest: \$0.00
Total Due: \$949.29 as at 17/09/21

Levies(Continued)

| Due Date | Reference | Details | Total Due | Paid | Discount | Unpaid | Arrears | Interest Due | GST |
|----------|-----------|--|-----------|----------|----------|--------|---------|--------------|--------|
| 12/02/19 | 247 | Water Consumption 22 Aug - 21 Nov | \$67.39 | \$67.39 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$67.39 | \$67.39 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/03/19 | 200 | Standard Levy Contribution Schedule from | \$665.21 | \$665.21 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | 01/03/2019 to 31/05/2019 | | | | | | | |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$466.55 | \$466.55 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$198.66 | \$198.66 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 11/04/19 | 270 | Water consumption 21/11/18-20/02/19 | \$3.75 | \$3.75 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$3.75 | \$3.75 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/06/19 | 255 | Standard Levy Contribution Schedule from | \$665.21 | \$665.21 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | 01/06/2019 to 31/08/2019 | | | | | | | |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$466.55 | \$466.55 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$198.66 | \$198.66 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/09/19 | 287 | Standard Levy Contribution Schedule from | \$664.10 | \$664.10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | 01/09/2019 to 30/11/2019 | | | | | | | |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$459.47 | \$459.47 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$204.63 | \$204.63 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/12/19 | 288 | Standard Levy Contribution Schedule from | \$664.10 | \$664.10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | 01/12/2019 to 29/02/2020 | | | | | | | |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$459.47 | \$459.47 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$204.63 | \$204.63 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 31/12/19 | 332 | Water consumption 02/02/19-16/05/19 | \$47.00 | \$47.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$47.00 | \$47.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 31/12/19 | 338 | Water consumption 22/08/19-20/11/19 | \$110.50 | \$110.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$110.50 | \$110.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/03/20 | 289 | Standard Levy Contribution Schedule from | \$664.10 | \$664.10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | 01/03/2020 to 31/05/2020 | | | | | | | |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$459.47 | \$459.47 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$204.63 | \$204.63 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

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Paid To: 31/08/21
Arrears: \$949.29
Interest: \$0.00
Total Due: \$949.29 as at 17/09/21

[illegible]

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

Page 4

S/Plan: 82647
Lot#: 11 **Unit#:** 1
Owner Name: Andrew Galante

Units of Entitlement: 12
Contribution Schedule: 12

Paid To: 31/08/21
Arrears: \$949.29
Interest: \$0.00
Total Due: \$949.29 as at 17/09/21

Levies(Continued)

| Due Date | Reference | Details | Total Due | Paid | Discount | Unpaid | Arrears | Interest Due | GST |
|--|-----------|---|--------------------|--------------------|---------------|-----------------|-----------------|---------------|---------------|
| 31/03/21 | 452 | Water rates 31/07/2020 - 03/11/2020 | \$60.63 | \$60.63 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$60.63 | \$60.63 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 31/03/21 | 457 | Water Rates 04/11/2020 - 07/02/2021 | \$62.51 | \$62.51 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$62.51 | \$62.51 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/06/21 | 365 | Standard Levy Contribution Schedule from 01/06/2021 to 31/08/2021 | \$922.79 | \$922.79 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$712.01 | \$712.01 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$210.78 | \$210.78 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/06/21 | 436 | Special Levy - Administrative Fund Deficit | \$42.54 | \$42.54 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$42.54 | \$42.54 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 15/06/21 | 465 | Water Rates 08/02/2021 - 04/05/2021 | \$56.40 | \$56.40 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | FULLY PAID | | | | | | | |
| | | Admin | \$56.40 | \$56.40 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/09/21 | 467 | Standard Levy Contribution Schedule from 01/09/2021 to 30/11/2021 | \$1,941.06 | \$991.77 | \$0.00 | \$949.29 | \$949.29 | \$0.00 | \$0.00 |
| | | OVERDUE | | | | | | | |
| | | Admin | \$741.06 | \$741.06 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Capital Works | \$1,200.00 | \$250.71 | \$0.00 | \$949.29 | \$949.29 | \$0.00 | \$0.00 |
| Levy Totals for the Period 01/05/18 to 17/09/21 | | | \$12,859.85 | \$11,910.56 | \$0.00 | \$949.29 | \$949.29 | \$0.00 | \$0.00 |

Receipts

| Date | Reference | Details | Admin | Capital Works | Total | Discount | Interest Paid | GST |
|----------|-----------|--|----------|---------------|----------|----------|---------------|--------|
| 30/05/18 | 308 | Standard Levy Contribution Schedule for 01/03/2018 to 31/05/2018 | \$0.00 | \$44.00 | \$44.00 | \$0.00 | \$0.00 | \$0.00 |
| | | Receipt; bpay-payment - DEFT Bpay 0000016709 | | | | | | |
| 30/05/18 | 309 | Water consumption 17 Nov 17-23 Feb 18 | \$19.65 | \$0.00 | \$19.65 | \$0.00 | \$0.00 | \$0.00 |
| | | Receipt; bpay-payment - DEFT Bpay 0000016709 | | | | | | |
| 31/05/18 | 314 | Standard Levy Contribution Schedule for 01/06/2018 to 31/08/2018 | \$445.05 | \$174.50 | \$619.55 | \$0.00 | \$0.00 | \$0.00 |
| | | Receipt; internet-card - DEFT I/CCd VI 0000016709 | | | | | | |

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

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S/Plan: 82647
Lot#: 11 **Unit#:** 1
Owner Name: Andrew Galante

Units of Entitlement: 12
Contribution Schedule: 12

Paid To: 31/08/21
Arrears: \$949.29
Interest: \$0.00
Total Due: \$949.29 as at 17/09/21

Receipts(Continued)

| Date | Reference | Details | Admin | Capital Works | Total | Discount | Interest Paid | GST |
|----------|-----------|---|----------|---------------|----------|----------|---------------|--------|
| 31/05/18 | 315 | Water consumption 17 Nov 17-23 Feb 18 Receipt; internet-card - DEFT I/CCd VI 0000016709 | \$44.00 | \$0.00 | \$44.00 | \$0.00 | \$0.00 | \$0.00 |
| 31/05/18 | 316 | Charge for arrears notice dated 24/05/2018 Receipt; internet-card - DEFT I/CCd VI 0000016709 | \$44.00 | \$0.00 | \$44.00 | \$0.00 | \$0.00 | \$0.00 |
| 08/06/18 | 319 | TRF: Standard Levy Contribution Schedule for 01/06/2018 to 31/08/2018 Transfer; - Transfer to credit | \$0.00 | \$44.00 | \$44.00 | \$0.00 | \$0.00 | \$0.00 |
| 08/06/18 | 320 | TRF: Remove arrears Transfer; - Transfer to credit | \$-44.00 | \$0.00 | \$-44.00 | \$0.00 | \$0.00 | \$0.00 |
| 15/06/18 | 323 | Standard Levy Contribution Schedule for 01/06/2018 to 31/08/2018 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$0.00 | \$44.00 | \$44.00 | \$0.00 | \$0.00 | \$0.00 |
| 20/09/18 | 341 | Standard Levy Contribution Schedule for 01/09/2018 to 30/11/2018 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$120.00 | \$0.00 | \$120.00 | \$0.00 | \$0.00 | \$0.00 |
| 10/10/18 | 353 | Standard Levy Contribution Schedule for 01/09/2018 to 30/11/2018 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$100.00 | \$0.00 | \$100.00 | \$0.00 | \$0.00 | \$0.00 |
| 24/10/18 | 356 | Standard Levy Contribution Schedule for 01/09/2018 to 30/11/2018 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$211.00 | \$0.00 | \$211.00 | \$0.00 | \$0.00 | \$0.00 |
| 29/10/18 | 357 | Standard Levy Contribution Schedule for 01/09/2018 to 30/11/2018 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$100.00 | \$0.00 | \$100.00 | \$0.00 | \$0.00 | \$0.00 |
| 31/10/18 | 358 | Standard Levy Contribution Schedule for 01/09/2018 to 30/11/2018 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$52.17 | \$28.33 | \$80.50 | \$0.00 | \$0.00 | \$0.00 |
| 31/10/18 | 359 | Standard Levy Contribution Schedule for 01/09/2018 to 30/11/2018 Receipt; internet-card - DEFT I/CCd VI 0000016709 | \$0.00 | \$220.00 | \$220.00 | \$0.00 | \$0.00 | \$0.00 |
| 26/11/18 | 363 | Standard Levy Contribution Schedule for 01/12/2018 to 28/02/2019 Receipt; internet-card - DEFT I/CCd VI 0000016709 | \$200.00 | \$0.00 | \$200.00 | \$0.00 | \$0.00 | \$0.00 |
| 05/12/18 | 367 | Standard Levy Contribution Schedule for 01/12/2018 to 28/02/2019 Receipt; internet-card - DEFT I/CCd VI 0000016709 | \$200.00 | \$0.00 | \$200.00 | \$0.00 | \$0.00 | \$0.00 |
| 19/12/18 | 371 | Standard Levy Contribution Schedule for 01/12/2018 to 28/02/2019 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$183.17 | \$248.33 | \$431.50 | \$0.00 | \$0.00 | \$0.00 |

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

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S/Plan: 82647
Lot#: 11 **Unit#:** 1
Owner Name: Andrew Galante

Units of Entitlement: 12
Contribution Schedule: 12

Paid To: 31/08/21
Arrears: \$949.29
Interest: \$0.00
Total Due: \$949.29 as at 17/09/21

Receipts(Continued)

| Date | Reference | Details | Admin | Capital Works | Total | Discount | Interest Paid | GST |
|----------|-----------|---|-----------|---------------|-----------|----------|---------------|--------|
| 14/02/19 | 374 | Water Consumption 23 Feb -29 May Receipt; bpay-payment - DEFT Bpay 0000016709 | \$68.95 | \$0.00 | \$68.95 | \$0.00 | \$0.00 | \$0.00 |
| 14/02/19 | 375 | Water Consumption 29 May - 22 Aug Receipt; bpay-payment - DEFT Bpay 0000016709 | \$66.49 | \$0.00 | \$66.49 | \$0.00 | \$0.00 | \$0.00 |
| 14/02/19 | 376 | Water Consumption 22 Aug - 21 Nov Receipt; bpay-payment - DEFT Bpay 0000016709 | \$64.56 | \$0.00 | \$64.56 | \$0.00 | \$0.00 | \$0.00 |
| 28/02/19 | 377 | Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$64.56 | \$0.00 | \$64.56 | \$0.00 | \$0.00 | \$0.00 |
| 28/02/19 | 378 | Water Consumption 22 Aug - 21 Nov Receipt; bpay-payment - DEFT Bpay 0000016709 | \$2.83 | \$0.00 | \$2.83 | \$0.00 | \$0.00 | \$0.00 |
| 13/03/19 | 393 | Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$68.95 | \$0.00 | \$68.95 | \$0.00 | \$0.00 | \$0.00 |
| 13/03/19 | 394 | Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$200.00 | \$0.00 | \$200.00 | \$0.00 | \$0.00 | \$0.00 |
| 20/03/19 | 395 | Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Receipt; internet-card - DEFT I/CCd VI 0000016709 | \$249.66 | \$181.84 | \$431.50 | \$0.00 | \$0.00 | \$0.00 |
| 08/04/19 | 400 | TRF: Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Transfer; - Transfer to credit | \$-64.56 | \$0.00 | \$-64.56 | \$0.00 | \$0.00 | \$0.00 |
| 08/04/19 | 401 | TRF: Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Transfer; - Transfer to credit | \$-68.95 | \$0.00 | \$-68.95 | \$0.00 | \$0.00 | \$0.00 |
| 08/04/19 | 402 | TRF: Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Transfer; - Transfer to credit | \$-200.00 | \$0.00 | \$-200.00 | \$0.00 | \$0.00 | \$0.00 |
| 08/04/19 | 403 | TRF: Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Transfer; - Transfer to credit | \$-249.66 | \$-181.84 | \$-431.50 | \$0.00 | \$0.00 | \$0.00 |
| 08/04/19 | 404 | Transfer to credit Transfer; - Transfer to credit | \$765.01 | \$0.00 | \$765.01 | \$0.00 | \$0.00 | \$0.00 |

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

Page 7

S/Plan: 82647
Lot#: 11 **Unit#:** 1
Owner Name: Andrew Galante

Units of Entitlement: 12
Contribution Schedule: 12

Paid To: 31/08/21
Arrears: \$949.29
Interest: \$0.00
Total Due: \$949.29 as at 17/09/21

Receipts(Continued)

| Date | Reference | Details | Admin | Capital Works | Total | Discount | Interest Paid | GST |
|----------|-----------|---|-----------|---------------|-----------|----------|---------------|--------|
| 08/04/19 | 417 | TRF: Standard Levy Contribution Schedule for 01/03/2019 to 31/05/2019 Transfer; - Transfer from credit | \$466.55 | \$198.66 | \$665.21 | \$0.00 | \$0.00 | \$0.00 |
| 08/04/19 | 418 | TRF: Standard Levy Contribution Schedule for 01/06/2019 to 31/08/2019 Transfer; - Transfer from credit | \$99.80 | \$0.00 | \$99.80 | \$0.00 | \$0.00 | \$0.00 |
| 08/04/19 | 423 | Transfer from credit Transfer; - Transfer from credit | \$-765.01 | \$0.00 | \$-765.01 | \$0.00 | \$0.00 | \$0.00 |
| 16/04/19 | 467 | Water consumption 21/11/18-20/02/19 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$3.75 | \$0.00 | \$3.75 | \$0.00 | \$0.00 | \$0.00 |
| 24/04/19 | 471 | Standard Levy Contribution Schedule for 01/06/2019 to 31/08/2019 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$66.49 | \$0.00 | \$66.49 | \$0.00 | \$0.00 | \$0.00 |
| 19/06/19 | 506 | Standard Levy Contribution Schedule for 01/06/2019 to 31/08/2019 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$300.26 | \$198.66 | \$498.92 | \$0.00 | \$0.00 | \$0.00 |
| 28/08/19 | 530 | Standard Levy Contribution Schedule for 01/09/2019 to 30/11/2019 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$400.00 | \$0.00 | \$400.00 | \$0.00 | \$0.00 | \$0.00 |
| 12/09/19 | 531 | Standard Levy Contribution Schedule for 01/09/2019 to 30/11/2019 Receipt; internet-card - DEFT I/CCd VI 0000016709 | \$59.47 | \$204.63 | \$264.10 | \$0.00 | \$0.00 | \$0.00 |
| 21/11/19 | 543 | Standard Levy Contribution Schedule for 01/12/2019 to 29/02/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$350.00 | \$0.00 | \$350.00 | \$0.00 | \$0.00 | \$0.00 |
| 29/11/19 | 544 | Standard Levy Contribution Schedule for 01/12/2019 to 29/02/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$109.47 | \$90.53 | \$200.00 | \$0.00 | \$0.00 | \$0.00 |
| 04/12/19 | 547 | Standard Levy Contribution Schedule for 01/12/2019 to 29/02/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$0.00 | \$114.10 | \$114.10 | \$0.00 | \$0.00 | \$0.00 |
| 15/01/20 | 561 | Water consumption 02/02/19-16/05/19 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$47.00 | \$0.00 | \$47.00 | \$0.00 | \$0.00 | \$0.00 |
| 15/01/20 | 562 | Water consumption 22/08/19-20/11/19 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$110.50 | \$0.00 | \$110.50 | \$0.00 | \$0.00 | \$0.00 |
| 11/03/20 | 577 | Standard Levy Contribution Schedule for 01/03/2020 to 31/05/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$131.25 | \$0.00 | \$131.25 | \$0.00 | \$0.00 | \$0.00 |

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

Page 8

S/Plan: 82647
Lot#: 11 **Unit#:** 1
Owner Name: Andrew Galante

Units of Entitlement: 12
Contribution Schedule: 12

Paid To: 31/08/21
Arrears: \$949.29
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Total Due: \$949.29 as at 17/09/21

Receipts(Continued)

| Date | Reference | Details | Admin | Capital Works | Total | Discount | Interest Paid | GST |
|----------|-----------|--|-----------|---------------|-----------|----------|---------------|--------|
| 11/03/20 | 578 | Standard Levy Contribution Schedule for 01/03/2020 to 31/05/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$328.22 | \$204.63 | \$532.85 | \$0.00 | \$0.00 | \$0.00 |
| 11/03/20 | 579 | Standard Levy Contribution Schedule for 01/06/2020 to 31/08/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$131.25 | \$0.00 | \$131.25 | \$0.00 | \$0.00 | \$0.00 |
| 16/06/20 | 588 | Standard Levy Contribution Schedule for 01/06/2020 to 31/08/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$328.22 | \$204.63 | \$532.85 | \$0.00 | \$0.00 | \$0.00 |
| 12/08/20 | 592 | Water Rates 27/02/2020-02/05/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$45.22 | \$0.00 | \$45.22 | \$0.00 | \$0.00 | \$0.00 |
| 12/08/20 | 593 | Water Rates 21/11/2019-26/02/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$56.45 | \$0.00 | \$56.45 | \$0.00 | \$0.00 | \$0.00 |
| 26/08/20 | 600 | Water charge 03/05/2020-30/07/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$54.81 | \$0.00 | \$54.81 | \$0.00 | \$0.00 | \$0.00 |
| 10/09/20 | 611 | Credit Receipt Transfer; bpay-payment - DEFT Bpay 0000016709 | \$300.00 | \$0.00 | \$300.00 | \$0.00 | \$0.00 | \$0.00 |
| 16/09/20 | 613 | TRF: Standard Levy Contribution Schedule for 01/09/2020 to 30/11/2020 Transfer; - Transfer from credit | \$300.00 | \$0.00 | \$300.00 | \$0.00 | \$0.00 | \$0.00 |
| 16/09/20 | 614 | Transfer from credit Transfer; - Transfer from credit | \$-300.00 | \$0.00 | \$-300.00 | \$0.00 | \$0.00 | \$0.00 |
| 23/09/20 | 615 | Standard Levy Contribution Schedule for 01/09/2020 to 30/11/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$200.00 | \$0.00 | \$200.00 | \$0.00 | \$0.00 | \$0.00 |
| 01/10/20 | 616 | Standard Levy Contribution Schedule for 01/09/2020 to 30/11/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$42.46 | \$0.00 | \$42.46 | \$0.00 | \$0.00 | \$0.00 |
| 01/10/20 | 617 | Special Levy - Administrative Fund Deficit Receipt; bpay-payment - DEFT Bpay 0000016709 | \$42.54 | \$0.00 | \$42.54 | \$0.00 | \$0.00 | \$0.00 |
| 07/10/20 | 618 | Standard Levy Contribution Schedule for 01/09/2020 to 30/11/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$169.55 | \$77.94 | \$247.49 | \$0.00 | \$0.00 | \$0.00 |
| 20/11/20 | 646 | Standard Levy Contribution Schedule for 01/09/2020 to 30/11/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$0.00 | \$132.84 | \$132.84 | \$0.00 | \$0.00 | \$0.00 |

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

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| | | |
|-----------------------------------|----------------------------------|---|
| S/Plan: 82647 | Units of Entitlement: 12 | Paid To: 31/08/21 |
| Lot#: 11 Unit#: 1 | | Arrears: \$949.29 |
| Owner Name: Andrew Galante | Contribution Schedule: 12 | Interest: \$0.00 |
| | | Total Due: \$949.29 as at 17/09/21 |

Receipts(Continued)

| Date | Reference | Details | Admin | Capital Works | Total | Discount | Interest Paid | GST |
|----------|-----------|--|----------|---------------|----------|----------|---------------|--------|
| 18/12/20 | 655 | Standard Levy Contribution Schedule for 01/12/2020 to 28/02/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$457.46 | \$0.00 | \$457.46 | \$0.00 | \$0.00 | \$0.00 |
| 18/12/20 | 656 | Special Levy - Administrative Fund Deficit Receipt; bpay-payment - DEFT Bpay 0000016709 | \$42.54 | \$0.00 | \$42.54 | \$0.00 | \$0.00 | \$0.00 |
| 13/01/21 | 663 | Standard Levy Contribution Schedule for 01/12/2020 to 28/02/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$254.55 | \$210.78 | \$465.33 | \$0.00 | \$0.00 | \$0.00 |
| 10/03/21 | 678 | Standard Levy Contribution Schedule for 01/03/2021 to 31/05/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$457.46 | \$0.00 | \$457.46 | \$0.00 | \$0.00 | \$0.00 |
| 10/03/21 | 679 | Special Levy - Administrative Fund Deficit Receipt; bpay-payment - DEFT Bpay 0000016709 | \$42.54 | \$0.00 | \$42.54 | \$0.00 | \$0.00 | \$0.00 |
| 24/03/21 | 680 | Standard Levy Contribution Schedule for 01/03/2021 to 31/05/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$254.55 | \$210.78 | \$465.33 | \$0.00 | \$0.00 | \$0.00 |
| 24/03/21 | 681 | Water rates 31/07/2020 - 03/11/2020 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$60.63 | \$0.00 | \$60.63 | \$0.00 | \$0.00 | \$0.00 |
| 24/03/21 | 682 | Water Rates 04/11/2020 - 07/02/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$62.51 | \$0.00 | \$62.51 | \$0.00 | \$0.00 | \$0.00 |
| 02/06/21 | 725 | Standard Levy Contribution Schedule for 01/06/2021 to 31/08/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$600.00 | \$0.00 | \$600.00 | \$0.00 | \$0.00 | \$0.00 |
| 15/06/21 | 732 | Standard Levy Contribution Schedule for 01/06/2021 to 31/08/2021 Receipt; apo-cash - DEFT Csh 0000016709 | \$112.01 | \$208.05 | \$320.06 | \$0.00 | \$0.00 | \$0.00 |
| 15/06/21 | 733 | Special Levy - Administrative Fund Deficit Receipt; apo-cash - DEFT Csh 0000016709 | \$42.54 | \$0.00 | \$42.54 | \$0.00 | \$0.00 | \$0.00 |
| 14/07/21 | 735 | Standard Levy Contribution Schedule for 01/06/2021 to 31/08/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$0.00 | \$2.73 | \$2.73 | \$0.00 | \$0.00 | \$0.00 |
| 14/07/21 | 736 | Water Rates 08/02/2021 - 04/05/2021 Receipt; bpay-payment - DEFT Bpay 0000016709 | \$53.67 | \$0.00 | \$53.67 | \$0.00 | \$0.00 | \$0.00 |
| 11/08/21 | 748 | Water Rates 08/02/2021 - 04/05/2021 Receipt; apo-cash - DEFT Csh 0000016709 | \$2.73 | \$0.00 | \$2.73 | \$0.00 | \$0.00 | \$0.00 |
| 11/08/21 | 749 | Standard Levy Contribution Schedule for 01/09/2021 to 30/11/2021 Receipt; apo-cash - DEFT Csh 0000016709 | \$494.52 | \$0.00 | \$494.52 | \$0.00 | \$0.00 | \$0.00 |

CIVIUM (NSW) PTY LTD
OWNER TRANSACTION SUMMARY from 01/05/18 to 17/09/21
Contribution Schedule

Page 10

| | | |
|-----------------------------------|----------------------------------|---|
| S/Plan: 82647 | Units of Entitlement: 12 | Paid To: 31/08/21 |
| Lot#: 11 Unit#: 1 | | Arrears: \$949.29 |
| Owner Name: Andrew Galante | Contribution Schedule: 12 | Interest: \$0.00 |
| | | Total Due: \$949.29 as at 17/09/21 |

Receipts(Continued)

| Date | Reference | Details | Admin | Capital Works | Total | Discount | Interest Paid | GST |
|---|-----------|---|-------------------|-------------------|--------------------|---------------|---------------|---------------|
| 08/09/21 | 758 | Standard Levy Contribution Schedule for 01/09/2021 to 30/11/2021 Receipt; apo-cash - DEFT Csh 0000016709 | \$246.54 | \$250.71 | \$497.25 | \$0.00 | \$0.00 | \$0.00 |
| Receipt Totals for the Period 01/05/18 to 17/09/21 | | | \$8,905.38 | \$3,112.83 | \$12,018.21 | \$0.00 | \$0.00 | \$0.00 |

Civium (NSW) Pty Ltd

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Ph: 1300 724 256 Email: leviesnsw@civium.com.au

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Balance Sheet - S/Plan 82647 397-399 GARDENERS ROAD, MASCOT, NSW 2020 For the Financial Period 01/07/2021 to 17/09/2021

| | Administrative | Capital Works | TOTAL THIS YEAR |
|--|-------------------|--------------------|-----------------------|
| Assets | | | |
| Cash At Bank | | | |
| TRUST ACCOUNT FOR SP 82647 | \$7,401.02 | \$10,296.12 | \$17,697.14 |
| <i>Macquarie Bank BSB: 182-266 Acc No: 304017510</i> | | | |
| Levies Receivable | \$1,420.37 | \$4,313.49 | \$5,733.86 |
| Total Assets | \$8,821.39 | \$14,609.61 | \$23,431.00 |
| Liabilities | | | |
| Accounts Payable (GST Free) | \$(187.45) | \$0.00 | \$(187.45) |
| Paid in Advance | \$557.10 | \$0.00 | \$557.10 |
| Total Liabilities | \$369.65 | \$0.00 | \$369.65 |
| Net Assets | \$8,451.74 | \$14,609.61 | \$23,061.35 |
| Owners Funds | | | |
| Opening Balance | \$3,266.13 | \$4,609.61 | \$7,875.74 |
| Net Income For The Period | \$5,185.61 | \$10,000.00 | \$15,185.61 |
| Total Owners Funds | \$8,451.74 | \$14,609.61 | \$23,061.35 |

Income and Expenditure Statement - S/Plan 82647
397-399 GARDENERS ROAD, MASCOT, NSW 2020
For the Financial Period 01/07/2021 to 17/09/2021

Administrative Fund

| | TOTAL THIS YEAR | This Year Budget | Last Year Actual |
|--|--------------------------------|-----------------------------|-----------------------------|
| Income | | | |
| Interest on Overdues | \$0.00 | \$0.00 | \$21.32 |
| Levy Income | \$6,175.52 | \$24,702.00 | \$23,733.64 |
| Special Levy Income | \$0.00 | \$0.00 | \$1,418.08 |
| Total Administrative Fund Income | \$6,175.52 | \$24,702.00 | \$25,173.04 |
| Expenses | | | |
| Accounting Service Provision | \$154.16 | \$600.00 | \$590.30 |
| Arrears Recovery Costs | \$0.00 | \$0.00 | \$132.00 |
| Bank Charges (Transaction Fees) | \$0.00 | \$0.00 | \$3.00 |
| Banking Management | \$154.16 | \$600.00 | \$590.30 |
| Building Repairs & Maintenance | \$0.00 | \$1,500.00 | \$3,561.50 |
| Bundled Disbursements | \$146.20 | \$400.00 | \$379.60 |
| Civium Disbursements | \$18.00 | \$750.00 | \$745.00 |
| Cleaning | \$(646.00) | \$0.00 | \$2,584.01 |
| Consultant Fees | \$0.00 | \$0.00 | \$815.10 |
| Contingency | \$0.00 | \$2,950.00 | \$0.00 |
| Electricity - Utility | \$0.00 | \$880.00 | \$849.08 |
| Fire Protection - Contracted | \$0.00 | \$750.00 | \$0.00 |
| Fire Protection - Repairs/Replacements | \$0.00 | \$1,500.00 | \$(4,560.40) |
| General Repairs & Maintenance | \$0.00 | \$0.00 | \$385.00 |
| Insurance Charges | \$715.00 | \$0.00 | \$0.00 |
| Insurance Excess Fee | \$0.00 | \$0.00 | \$500.00 |
| Insurance Premiums | \$0.00 | \$9,400.00 | \$8,453.00 |
| Management Fee | \$31.08 | \$2,838.00 | \$2,934.67 |
| Online Portal Fees | \$22.56 | \$60.00 | \$57.11 |
| Plumbing & Drainage | \$300.00 | \$2,000.00 | \$4,587.00 |
| Sundry Expenses | \$25.92 | \$0.00 | \$0.00 |
| Tax Agent Fees - Income Tax | \$0.00 | \$99.00 | \$363.00 |
| Taxation Reporting (Civium) | \$0.00 | \$110.00 | \$110.00 |
| Trades Compliance | \$68.83 | \$265.00 | \$262.80 |
| Water - Utility | \$0.00 | \$0.00 | \$(508.33) |
| Total Administrative Fund Expenses | \$989.91 | \$24,702.00 | \$22,833.74 |
| Administrative Fund Surplus/Deficit | \$5,185.61 | \$0.00 | \$2,339.30 |

Civium (NSW) Pty Ltd

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Income and Expenditure Statement - S/Plan 82647

397-399 GARDENERS ROAD, MASCOT, NSW 2020

For the Financial Period 01/07/2021 to 17/09/2021

Administrative Fund

| | TOTAL THIS YEAR | This Year Budget | Last Year Actual |
|--------------------------------|-----------------------|---------------------|---------------------|
| Opening Balance for the period | \$3,266.13 | \$0.00 | \$926.83 |
| Closing Balance for the period | \$8,451.74 | \$0.00 | \$3,266.13 |

Income and Expenditure Statement - S/Plan 82647
397-399 GARDENERS ROAD, MASCOT, NSW 2020
For the Financial Period 01/07/2021 to 17/09/2021

Capital Works Fund

| | TOTAL THIS YEAR | This Year Budget | Last Year Actual |
|---|--------------------------------|-----------------------------|-----------------------------|
| Income | | | |
| Interest on Overdues | \$0.00 | \$0.00 | \$13.72 |
| Levy Income | \$10,000.00 | \$25,000.00 | \$7,026.08 |
| Total Capital Works Fund Income | \$10,000.00 | \$25,000.00 | \$7,039.80 |
| Expenses | | | |
| Building Repairs & Maintenance | \$0.00 | \$25,000.00 | \$0.00 |
| Capital Works Budget | \$0.00 | \$0.00 | \$3,960.00 |
| Consultant Fees | \$0.00 | \$0.00 | \$10,969.20 |
| Fire Protection Replacement/Upgrade | \$0.00 | \$0.00 | \$6,941.00 |
| Total Capital Works Fund Expenses | \$0.00 | \$25,000.00 | \$21,870.20 |
| Capital Works Fund Surplus/Deficit | \$10,000.00 | \$0.00 | \$(14,830.40) |
| Opening Balance for the period | \$4,609.61 | \$0.00 | \$19,440.01 |
| Closing Balance for the period | \$14,609.61 | \$0.00 | \$4,609.61 |



CERTIFICATE OF CURRENCY

THE INSURED

| | |
|------------------------|---|
| POLICY NUMBER | NRSC16001347 |
| PDS AND POLICY WORDING | Residential Strata Product Disclosure Statement and Policy Wording SCIA-007_RSC-08/2014 |
| THE INSURED | The Owners - Strata Plan No. 82647 & 93615 & 98452 |
| SITUATION | 397-399 Gardener Road & 2A Harris Road Rosebery NSW 2018 |
| PERIOD OF INSURANCE | Commencement Date: 4.00pm on 31/03/21 Expiry Date: 4.00pm on 31/03/22 |
| INTERMEDIARY | Scott Winton Insurance Brokers |
| ADDRESS | Level 1, 222 St Kilda Road St Kilda VIC 3182 |
| DATE OF ISSUE | 29 March 2021 |

POLICY LIMITS / SUMS INSURED

| | | | |
|------------|---|---|-------------------|
| SECTION 1 | PART A | 1. Building | \$3,500,000 |
| | | Common Area Contents | \$35,000 |
| | PART B | 2. Terrorism Cover under Section 1 Part A2 | Applies |
| | | Loss of Rent/Temporary Accommodation | \$525,000 |
| SECTION 2 | OPTIONAL COVERS | 1. Flood | Included |
| | | 3. Lot Owners Wall Coverings | Included |
| | Liability | | \$20,000,000 |
| SECTION 3 | Voluntary Workers | | \$200,000/\$2,000 |
| SECTION 5 | Fidelity Guarantee | | \$100,000 |
| SECTION 6 | Office Bearers' Liability | | \$1,000,000 |
| SECTION 8 | Catastrophe | | \$525,000 |
| SECTION 9 | PART A - Government Audit Costs - Professional Fees | | \$25,000 |
| | PART B - Appeal Expenses | | \$100,000 |
| | PART C - Legal Defence Expenses | | \$50,000 |
| SECTION 10 | Lot Owners' Fixtures and Improvements | | \$300,000 |

This certificate of currency has been issued by Strata Community Insurance Agencies Pty Ltd, ABN 72 165 914 009, AFSL 457787 on behalf of the insurer Allianz Australia Insurance Limited, ABN 15 000 122 850, AFSL 234708 and confirms that on the Date of Issue a policy existed for the Period of Insurance and sums insured shown herein. The Policy may be subsequently altered or cancelled in accordance with its terms after the Date of Issue of this notice without further notice to the holder of this notice. It is issued as a matter of information only and does not confer any rights on the holder or any noted interested parties. This certificate does not amend, extend, replace, negate or override the benefits, terms, conditions and exclusions as described in the Schedule documents together with the Product Disclosure Statement and insurance policy wording.

MINUTES OF ANNUAL GENERAL MEETING 2017

OWNERS STRATA PLAN - 82647

**397-399 Gardeners Road
MASCOT NSW 2020**

Held on :

Tuesday, 28 November 2017 10:00 AM

Held at :

**A J Duffy Real Estate
333 Gardeners Road
Rosebery NSW 2018**

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION OF STRATA PLAN 82647

Held Tuesday, 28 November 2017 10:00 AM at A J Duffy Real Estate 333 Gardeners Road Rosebery NSW
2018

| | |
|---------------|--|
| Present | A Galante (11), C Paraskevas (9), E Cavallaro (5), J Spellson (4, 6, 7), Nital Paul (10) |
| In Attendance | A Cooper (Civium Strata) |
| Proxies | Paul Francis Gale & Janine Anne Gale (12) in favour of P Weir |
| Apologies | None |
| Chairperson | A Cooper |

A Quorum was reached

| MOTION | Motion for consideration |
|--------|---|
| 1 | MINUTES (ORDINARY RESOLUTION) |
| | <p>That the minutes of the last general meeting be adopted as a true and accurate account of the proceedings of that meeting.</p> <p style="text-align: right;">Motion Carried</p> |

| | |
|----------|--|
| 2 | INSURANCE RENEWAL / COMMISSION AND TRAINING (ORDINARY RESOLUTION) |
| | <p>THAT the owners corporation insurances:</p> <ul style="list-style-type: none"> • be confirmed, and are undertaken as outlined in section 165(2) of the strata schemes management 2015 • Three (3) quotes be obtained by the <u>Scott Winston</u> prior to renewal and presented to the Strata Committee for consideration OR • If the terms are reasonably comparable enter into a contract for insurance on behalf of the owners corporation with the provider of the lowest quotation. <p>THAT a report be received from the Strata Managing Agent on commissions and training services received in the past 12 months and estimate of commissions and training services to be received in the next 12 months.</p> <p>Insurance commissions this financial year \$0</p> <p>Insurance commissions forecasted next financial year \$0</p> <p>Training commission this financial year \$0</p> <p>Training commission next Financial year \$0</p> <p style="text-align: right;">Motion Carried</p> |
| 3 | INSURANCE VALUATION (ORDINARY RESOLUTION) |
| | <p>THAT the owners corporation resolve to undertake an insurance valuation.</p> <p>J Spellson undertook (on behalf of Swanwick P/L) to provide particulars of construction of the additional floor on the Gardeners Road building in good time prior to the expiry of the existing insurances on 31 March 2018.</p> <p style="text-align: right;">Motion Defeated</p> |
| 4 | FINANCIAL STATEMENTS AND ACCOUNT RECORDS (ORDINARY RESOLUTION) |
| | <p>THAT the owners corporation considers and resolves to adopt the accounting records, statements of financial information for the administrative fund, capital works to fund and any other fund held by the owners corporation and any auditors report as annexed to this meeting notice for the period ending 30/06/2017.</p> <p>The financials were adopted after a lengthy discussion regarding the accounts.</p> <p style="text-align: right;">Motion Carried</p> |
| 5 | SYDNEY WATER LEVY - LOTS 8 - 12 (ORDINARY RESOLUTION) |
| | <p>That the Owners Corporation reviewed the Sydney Water Charges issued to Lots 8-12 for the period of 23/02/2017 - 22/08/2017.</p> <p>A review of the Sydney Water charges revealed that the water consumption levies were not being issued in a timely manner e.g. for the period 30/05-22/08/17 (Sydney Water notice issued 22/08/17) notices were not issued until 04/10/17.</p> <p style="text-align: right;">Motion Carried</p> |
| 6 | CURRENT STATUS OF OWNERSHIP - LOT 8 |

| | |
|-----------|---|
| | <p>The Owners Corporation reviewed the current Ownership status of Lot 8.</p> <p>It was noted that the Lot has been rented out, the Owners Corporation will discuss with the tenant to ascertain the managing agent.</p> <p style="text-align: right;">Motion Carried</p> |
| 7 | BUDGET (ORDINARY RESOLUTION) |
| | <p>THAT</p> <ol style="list-style-type: none"> 1. In accordance with Section 79(1), 79(2) and 81 of the Strata Schemes Management Act 2015 the Owners Corporation estimates that in respect of the period from 01/10/2017 to 01/10/2018, it will need to credit to its administrative and capital works funds for actual and expected expenditure referred to in those subsections the amounts set out in the budget that was attached to the notice of meeting at which this resolution was passed and 2. In accordance with Section 81 of the Act, the Owners Corporation determines that the following amounts are to be levied to raise the estimated contributions: <p>Administration \$11,867.45</p> <p>Capital works \$7,000.00</p> <p>That the Administrative and Capital Works Fund contributions be paid in equal quarterly installments with the first installment date to be 01/10/2017, the notice will be issued in December 2017 payable within 30 days.</p> <p style="text-align: right;">Motion Carried</p> |
| 8 | AUDIT (ORDINARY RESOLUTION) |
| | <p>THAT the owners corporation resolves to appoint an auditor for the period ending 30/06/2018</p> <p style="text-align: right;">Motion Defeated</p> |
| 9 | DEBT RECOVERY (ORDINARY RESOLUTION) |
| | <p>THAT the owners corporation resolves for the purpose of collecting levy contributions, interest and recovery costs thereon authorize the strata managing agent and / or the executive committee to do any of the following:</p> <ol style="list-style-type: none"> 1. issue a reminder notice 30 days after the levy due date; 2. issue a second levy recovery letter 60 days after the levy due date; 3. issue a third levy recovery letter 90 days after the levy due date; 4. issue a Statutory 21-day notice to the debtor; <p>The Owners Corporation will then approve any further debt recovery required.</p> <p style="text-align: right;">Motion Carried</p> |
| 10 | PAYMENT PLAN (ORDINARY RESOLUTION) |
| | <p>THAT the Strata Manager is authorised to enter into repayment plans with lot owners on behalf of the Owners Corporation for the payment of overdue contributions. Such repayment plan is to be limited to a period of 12 months and is to be supported by the completion of a Statement of Financial Position.</p> <p style="text-align: right;">Motion Defeated</p> |

| | | | | | | | | | | | | | |
|----------|---|----------|------|--------|---|--|--|---|-------------------------------------|--|---|--|--|
| 11 | ELECTION OF STRATA COMMITTEE (ORDINARY RESOLUTION) | | | | | | | | | | | | |
| | <p>THAT the Owners Corporation resolves to call for nominations for the strata committee.</p> <p>1. THAT the owners corporation resolves to decide the number of members of the strata committee.</p> <p>2. THAT the owners corporation resolves to elect the strata committee</p> <table><tr><td>Position</td><td>Name</td><td>Lot No</td></tr><tr><td>•</td><td>Member - J Spellson - Lot 13 - Chairperson</td><td></td></tr><tr><td>•</td><td>Member- P Weir - Lot 12 - Treasurer</td><td></td></tr><tr><td>•</td><td>Member - E Cavallaro - Lot 5 - Secretary</td><td></td></tr></table> <p>Motion Carried</p> | Position | Name | Lot No | • | Member - J Spellson - Lot 13 - Chairperson | | • | Member- P Weir - Lot 12 - Treasurer | | • | Member - E Cavallaro - Lot 5 - Secretary | |
| Position | Name | Lot No | | | | | | | | | | | |
| • | Member - J Spellson - Lot 13 - Chairperson | | | | | | | | | | | | |
| • | Member- P Weir - Lot 12 - Treasurer | | | | | | | | | | | | |
| • | Member - E Cavallaro - Lot 5 - Secretary | | | | | | | | | | | | |
| 12 | RESTRICTIONS (ORDINARY RESOLUTION) | | | | | | | | | | | | |
| | <p>The owners corporation resolved that no restrictions are to be placed on the strata committee other than those imposed by section 36(3)(a) of the Act.</p> <p>Motion Carried</p> | | | | | | | | | | | | |
| 13 | CAPITAL WORKS FUND FORECAST (ORDINARY RESOLUTION) | | | | | | | | | | | | |
| | <p>THAT the owners corporation engages the services of an appropriately qualified service provider to update the capital works fund forecast as required by the legislation</p> <p>Last Capital works forecast was obtained - March 2017</p> <p>Motion Defeated</p> | | | | | | | | | | | | |
| 14 | CAPITAL WORKS FORECAST REPAIRS (ORDINARY RESOLUTION) | | | | | | | | | | | | |
| | <p>That the Owners Corporation resolves to;</p> <ul style="list-style-type: none">authorises the strata committee to accept the quote for trip hazard repairs to the pavers in the walkway from Tramway Lane and within the clothes-drying area - Erica undertook to check whether the quote tabled, for trip hazard repairs by Skyjaid P/L was reasonableconsiders the quote for new balcony railings obtained on behalf of the owners of Lots 8, 9 & 10 - A quote for new railings for the balconies of Lots 8, 9 & 10 by Mascot Wrought Iron for \$12,210 incl.GST was tabled. Civium undertook to obtain a further quote.pending completion of the construction works on the Gardeners Road building and pending further review of the 10-year capital works plan, defers consideration of the various quotes obtained for a security fence on Tramway Lane <p>Motion Carried</p> | | | | | | | | | | | | |
| 15 | WINDOW SAFETY DEVICES REQUIREMENTS (ORDINARY RESOLUTION) | | | | | | | | | | | | |

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| | <p>THAT the owners corporation complies with section 64A of the Act by:</p> <ol style="list-style-type: none"> 1. Undertaking a window safety assessment to the complex and authorising the Managing Agent to arrange a quotation(s) for consideration. 2. Pending the outcome of part A, hold another meeting of the Executive Committee to adopt the quotation to carry out the assessment. <p>The Strata Committee will provide certification to the managing agent.</p> <p style="text-align: right;">Motion Carried</p> |
| 16 | MANAGING AGENT AGREEMENT (ORDINARY RESOLUTION) |
| | <p>THAT in accordance with Section 49(1) of the Strata Schemes Management Act 2015 ("Act"):</p> <ol style="list-style-type: none"> 1. Civium Strata People ("Agent") be renewed as strata managing agent of Strata Scheme No 82647 2. The owners corporation execute a written agreement, ("Agreement"), to give effect to this appointment and delegation; 3. The delegation is to the subject to the conditions and limitations set out in the Agreement; and 4. Authority is given for the common seal of the owners corporation to be affixed to the Agreement by owners as determined at this meeting. 5. That in accordance with section 265 of the Strata Schemes Management Act v2015 (NSW) the owners corporation change its address for service of notices to: <p>c/- Civium Strata</p> <p>Locked Bag 3008,</p> <p>WODEN ACT 2606</p> <p style="text-align: right;">Motion Carried</p> |
| 17 | REVIEW OF BYLAWS (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation;</p> <ol style="list-style-type: none"> a) Review the bylaws registered for the scheme as per Section 134 of the Act. b) A copy of the Strata Schemes Management Regulation - Schedule 3 Model By-laws was tabled. J. Spellson undertook to provide particulars of proposed new by-laws incorporating the Strata Schemes Management Regulation - Schedule 3 Model By-laws and (on behalf of Swanwick P/L) incorporating by-laws relating to the current development applications, including exclusive use by-laws in respect of the proposed rainwater tank and the Accessible WC in the Gardeners Road building." <p style="text-align: right;">Motion Carried</p> |
| 18 | REPEAL OF BYLAWS (SPECIAL RESOLUTION) |
| | <p>THAT the Owners Corporation SPECIALLY RESOLVES to repeal the current Schedule 2 Model By-Laws under the Strata Schemes Management Act 2015, and to adopt the STRATA SCHEMES MANAGEMENT REGULATION 2016 - SCHEDULE 3 Model by-laws for Strata Plan 82647, and to complete, affix the common seal to and lodge in the office of the Registrar- General.</p> <p style="text-align: right;">Motion Defeated</p> |
| 19 | MINOR RENOVATIONS BY-LAW EMPOWERING THE STRATA COMMITTEE (SPECIAL RESOLUTION) |

THAT the owners corporation via special resolution empower the strata committee with the authority to approve minor renovations as outlines in the terms and conditions below.

Definitions

In this by-law:

“**Act**” means the *Strata Schemes Management Act 2015*;

“**additional minor renovations**” means any work done by an owner to the common property in connection with the owner’s lot for the following purposes:

1. renovating a bathroom in a lot in a manner that does not involve waterproofing or structural changes;
2. renovating any other part of a lot in a manner that does not involve waterproofing or structural changes.

“**minor renovations**” means the minor renovations specified in section 110 of the Act and clause 28 of the Regulation, namely any work done by an owner to the common property in connection with the owner’s lot for the following purposes:

1. renovating a kitchen;
2. changing recessed light fittings;
3. installing or replacing wood or other hard floors;
4. installing or replacing wiring or cabling or power or access points;
5. work involving reconfiguring walls;
6. removing carpet or other soft floor coverings to expose underlying wooden or other hard floors;
7. installing a rain water tank;
8. installing a clothes line;
9. installing a reverse cycle split system air conditioner;
10. installing double or triple glazed windows;
11. installing a heat pump;
12. installing ceiling insulation;

“**Regulation**” means the *Strata Schemes Management Regulation 2016*.

1. Additional Minor Renovations

Additional minor renovations are additional work that is to be a minor renovation for the purposes of section 110(6) of the Act.

2. Strata Committee Approval

The owners corporation delegates to the strata committee its functions under section 110 of the Act to enable the strata committee to approve of minor renovations and additional minor renovations.

3. Rules for Minor Renovations

The owner of a lot must comply with the rules for minor renovations and additional minor renovations prescribed in section 110 of the Act.

4. Limits on Minor Renovations

Despite any other provision of this by-law, minor renovations and additional minor renovations cannot be any of the work specified in section 110(7) of the Act, namely:

1. work that consists of cosmetic work for the purposes of section 109 of the Act;
2. work involving structural changes;
3. work that changes the external appearance of a lot, including the installation of an external access ramp;
4. work involving waterproofing;
5. work for which consent or another approval is required under any other Act;

6. work that is authorised by a by-law made under Part 6 of the Act or a common property rights by-law;
7. any other work prescribed by the Regulation for the purposes of sub-section 110 (7) of the Act.

Motion Defeated

20

COMPENSATION OF OWNERS CORPORATION BY-LAW (SPECIAL RESOLUTION)

THAT the Owners Corporation Specially Resolve in accordance with the Strata Schemes Management Act 2015 to empower the Owners Corporation to pass on expenses to the Owners lot account when the expenses relate to lot property as defined below.

A) Definitions

(i)The following terms are defined to mean:

Costs include and fine, charge fee or invoice imposed on the owners corporation by a local council other statutory or lawful authorities, or any contractor or agent engaged by the Owners Corporation or lot owner.

Lot means any lot in the strata plan.

Occupier means the occupier of a lot

Owner means the owners of the lot

Owners Corporation mean the Owners Corporation created by the registration of strata plan 82647

Owners Corporations Agents means the strata managing agent, strata Committee or any contractor, legal counsel or other personal engaged by the Owners Corporation

Owners Agent means any real estate agent, property manager or contractor engaged by a lot owner or the occupant of the lot or visitors to the lot

The Act, means the strata schemes management act 2015

Works means any repair, maintenance, replacement or refurbishment undertaken at the strata scheme

(ii)Where any terms used in this by-law are defined in the strata schemes management act 2015 they will have the same meaning as the terms attributed under that Act.

(B) Rights and Obligations of Owners

Part (i) A lot owner shall be liable to compensate the Owners Corporation for the costs of any works performed on the lot property that is charged to the Owners Corporation by the Owners Corporation agents for the Lot owners agents.

(ii)A lot owner shall be liable to compensate the owners corporation for the costs of the owners corporation remedying a breach of a duty imposed by chapter 4 of the act.

(iii)A lot owner shall be liable to compensate the Owners Corporation for the costs of the Owners Corporation successfully defending an adjudication tribunal or other legal application made by a lot owner or for the costs debt recovery action initiated by the Owners Corporation or the Owners Corporations agents.

(iv)Any costs imposed upon a lot Owners in Subclauses (B) (i),(ii) and (iii) above shall be payable to the Owners Corporation whether the said items are arranged, caused or initiated by the owner, occupier, owners agent or the Owners Corporations agent.

(v) In the event that a lot owner believes a charge imposed upon them pursuant to this

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| | <p>by-law is unjust the lot owner may request that the Owners Corporation waive the charge by a resolution to the Owners Corporation at the next general meeting or the Owners Corporation.</p> <p>(vi) In the event, the owners corporation rejects a request made by a lot owner pursuant to sub clause B(iv) above, all charges imposed by this by-law shall stand.</p> <p>(C) Rights, corporation powers and obligations to the Owners Corporation</p> <p>Corporation shall have the following additional powers authorities duties functions and obligations;</p> <p>(i)The owners corporations shall have the power to recover all costs outlines in clause (B) above from a lot owner as a debt by way of a levy charge to the lot/s.</p> <p>(ii)The Owners Corporation must serve upon the Owners a written notice of the contribution payable (levy notice)</p> <p>(iii)The owners corporation may charge interest upon any contribution payable under this by-law pursuant to section 85 of the Act.</p> <p>(iv)The owners corporation may initiate debt recovery proceeding for any contribution payable under this by law pursuant to section 86 of the Act.</p> <p>(v) All monies recovered by the Owners Corporation shall form part of the fund to which the relevant contributions belong.</p> <p style="text-align: right;">Motion Defeated</p> |
| 21 | <p>AMENDMENT OF STRATA PLAN AND TRANSFER OF COMMON PROPERTY (ORDINARY RESOLUTION)</p> <p>That the Owners Corporation resolves;</p> <ul style="list-style-type: none"> - lodgement of consent by the Owners Corporation to a further s96(1A) Application to Bayside Council in relation to the Gardeners Road building (to be tabled) for extension of the roof covering over the approved external stairs, be ratified; - lodgement of consent by the Owners Corporation to a Development Application to Bayside Council (to be tabled) for approval of the strata subdivision, be ratified; - payment by the Owners Corporation of half of the legal costs of acting on behalf of the Owners Corporation on the transfer of common property, be ratified and that payment of the balance on settlement of the transactions be approved (the account to be tabled) <p style="text-align: right;">Motion Carried</p> |
| 22 | <p>FIRE SAFETY (ORDINARY RESOLUTION)</p> <p>That the Owners Corporation authorises and instructs Civium Strata to obtain an Annual Fire Safety Statement and to arrange the maintenance of all fire safety equipment currently installed at the property in accordance with the provisions of the Environmental Planning and Assessment Regulation ("EPAR").</p> <p>The managing agent will arrange LMP to complete the AFSS for the remaining Lots.</p> <p style="text-align: right;">Motion Carried</p> |

There being no further business the chairperson declared the meeting closed at 11:30 am
Dated: 28 November 2017
Issued by Civium Property Group for and on behalf of the Owners Corporation.

MINUTES OF ANNUAL GENERAL MEETING 2018

OWNERS STRATA PLAN - 82647

**397-399 Gardeners Road
MASCOT NSW 2020**

Held on :

Tuesday, 28 August 2018 10:00 AM

Held at :

**Traditional Bathrooms Showroom, 397 Gardeners
Road, Rosebery**

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION OF STRATA PLAN 82647

Held Tuesday, 28 August 2018 10:00 AM at Traditional Bathrooms Showroom, 397 Gardeners Road, Rosebery

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| Present | Erica Cavallaro (5), Jim Spellson (4, 6, 7) |
| In Attendance | Aleks Milovanovic (Civium Strata), Amy Cooper (Civium Strata), Pauline Weir (Other) |
| Proxies | Paul Francis Gale & Janine Anne Gale (12) in favour of Pauline Weir |
| Apologies | None |
| Chairperson | Aleks Milovanovic |

A Quorum was reached

| MOTION | Motion for consideration |
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| 1 | MINUTES (ORDINARY RESOLUTION) |
| | <p>That the minutes of the last general meeting be adopted as a true and accurate account of the proceedings of that meeting. Please see below amendments to the 2017 AGM Minutes which were approved during the meeting (Motions are numbered as they are in the minutes);</p> <p>Present - Add Nital Paul (10) - He arrived late.</p> <p>4. Add "Adopted after lengthy discussions regarding the accounts."</p> <p>5. Add "A review of the Sydney Water charges revealed ..." 5. A review of the Sydney Water charges revealed that the water consumption levies were not being issued in a timely manner e.g. for the period 30/05-22/08/17 (Sydney Water notice issued 22/08/17) notices were not issued until 04/10/17. Motion Carried.</p> <p>7. Amend to "That the Administrative and Capital Works Fund contributions be paid in equal quarterly installments with the first installment date to be 01/10/2017, the notice will be issued in December 2017 payable within 30 days."</p> <p>11. Delete A. Galante and C. Paraskevas from the elected Strata Committee members.</p> <p>12. A motion that no further restrictions are to apply was carried.</p> <p>17. The motion to review the by-laws was carried, although the Managing Agent was not authorised to consolidate the by-laws. Add "A copy of the Strata Schemes Management Regulation - Schedule 3 Model By-laws was tabled. J. Spellson undertook to provide particulars of proposed new by-laws incorporating the Strata Schemes Management Regulation - Schedule 3 Model By-laws and (on behalf of Swanwick P/L) incorporating by-laws relating to the current development applications, including exclusive use by-laws in respect of the proposed rainwater tank and the Accessible WC in the Gardeners Road building."</p> <p style="text-align: right;">Motion Carried</p> |
| 2 | INSURANCE RENEWAL / COMMISSION AND TRAINING (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation insurances:</p> <ul style="list-style-type: none"> • be confirmed, and are undertaken as outlined in section 165(2) of the strata schemes management 2015 • the sum insured under the current policy be reviewed on practical completion of the construction works presently being carried out to the Gardeners Road building • Three (3) quotes be obtained by Scott Winton prior to renewal and presented to the Strata Committee for consideration <p>THAT a report be received from the Strata Managing Agent on commissions and training services received in the past 12 months and estimate of commissions and training services to be received in the next 12 months.</p> <p>Insurance commissions this financial year \$0.00</p> <p>Insurance commissions forecast next financial year \$0.00</p> <p>Training commission this financial year \$0.00</p> <p>Training commission next Financial year \$0.00</p> <p style="text-align: right;">Motion Carried</p> |

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| 3 | INSURANCE VALUATION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation resolve to undertake an insurance valuation.</p> <p style="text-align: center;">Last valuation obtained in 2017.</p> <p style="text-align: right;">Motion Defeated</p> |
| 4 | FINANCIAL STATEMENTS AND ACCOUNT RECORDS (ORDINARY RESOLUTION) |
| | <p>THAT the owners corporation considers and resolves to adopt the accounting records, statements of financial information for the administrative fund, capital works fund and any other fund held by the owners corporation and any auditors report as annexed to this meeting notice for the period ending 30/06/2018.</p> <p>There was a discussion regarding the current insurance claim which is being processed for a burst pipe and resultant damage repairs to Lot 9. Some owners in attendance were querying the high cost of the job. The Managing Agent is to forward a list of costs from a frequently used plumber to the Strata Committee so that they are aware of approximately what will be charged. The Managing Agent is to also check up on an supposed double payment of an invoice from "Eastern Suburbs Emergency Plumbing" for the sum of \$328.90 to check if it has been reimbursed. It is to be noted that 2 tax invoices were tabled for remedying water leaking onto common property from Lot 9: Fitzpatrick Plumbing Solutions invoice dated 28/11/2017 for \$2,297 and Dockland Building Services invoice dated 23/4/2018 for \$3,498 - totalling \$5,795; that Civium had advised by email of 20 July that the 2 invoices were being claimed together; that an insurance claim form by Civium dated 24/07/2018 was tabled which did not specify any amount claimed; that no progress report was provided at the AGM; that the lengthy delay in finalising the claim/s was noted and Civium was asked to attend to the matter promptly.</p> <p>With the addition of the water consumption to each owners levy notices, concerns were raised as to how the accounting system shows rates as paid. It was advised during the meeting that this is how Civium's accounting system works, although the Managing Agent is to query with accounts to see if there is any way that this can be amended.</p> <p style="text-align: right;">Motion Carried</p> |
| 5 | AUDIT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation resolves to appoint an auditor for the period ending 30/06/2019.</p> <p style="text-align: right;">Motion Defeated</p> |
| 6 | BUDGET (ORDINARY RESOLUTION) |

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| | <p>THAT</p> <p>i. In accordance with Section 79(1), 79(2) and 81 of the Strata Schemes Management Act 2015 the Owners Corporation estimates that in respect of the period from 01/07/2018 to 30/06/2019, it will need to credit to its administrative and capital works funds for actual and expected expenditure referred to in those subsections the amounts set out in the budget that was attached to the notice of meeting at which this resolution was passed and</p> <p>ii. In accordance with Section 81 of the Act, the Owners Corporation determines that the following amounts are to be levied to raise the estimated contributions:</p> <p>Administration \$15,551.50</p> <p>Capital works \$6,622.00</p> <p>a. That the Administrative and Capital Works Fund contributions be payable by quarterly instalments in advance, due and payable on or before 01/09/2018 and thereafter on or before 01/12/2018, 01/03/2019, 01/06/2019.</p> <p>The Managing Agent is to include a cover letter to the first levy notice advising that the contribution is to be due on the 1st of October 2018 rather than the 1st of September 2018 due to the delay of the AGM, and that the owners will be given up to the 31st of October to pay the levy without incurring additional charges.</p> <p style="text-align: right;">Motion Carried</p> |
| 7 | DEBT RECOVERY (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation resolves for the purpose of collecting levy contributions, interest and recovery costs thereon authorise the strata managing agent and / or the strata committee to do any of the following:</p> <p>a. issue a levy recovery letter 30 days after the levy due date;</p> <p>b. issue a second levy recovery letter 60 days after the levy due date;</p> <p>c. issue a third levy recovery letter 90 days after the levy due date;</p> <p>d. issue a Statutory 21-day notice to the debtor;</p> <p style="text-align: right;">Motion Carried</p> |
| 8 | PAYMENT PLAN (ORDINARY RESOLUTION) |
| | <p>THAT the Strata Manager will, when necessary, contact the Strata Committee to authorise repayment plans with lot owners on behalf of the Owners Corporation for the payment of overdue contributions. Such repayment plan is to be limited to a period of 12 months and is to be supported by the completion of a Statement of Financial Position.</p> <p style="text-align: right;">Motion Carried</p> |
| 9 | ELECTION OF STRATA COMMITTEE (ORDINARY RESOLUTION) |

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| | <p>THAT the Owners Corporation resolves to call for nominations for the strata committee.</p> <p>a. THAT the owners corporation resolves to decide the number of members of the strata committee.</p> <p>b. THAT the Owners Corporation resolves to elect the strata committee</p> <p>Chairperson - J Spellson of Lots 4, 6, 7</p> <p>Secretary - E Cavallaro of Lot 5</p> <p>Treasurer - P Weir of Lot 12</p> <p style="text-align: right;">Motion Carried</p> |
| 10 | RESTRICTIONS (ORDINARY RESOLUTION) |
| | <p>It was resolved that the Managing Agent is to notify the Strata Committee prior to any works being undertaken at the property that are not of an urgent nature.</p> <p style="text-align: right;">Motion Carried</p> |
| 11 | MANAGING AGENT AGREEMENT (ORDINARY RESOLUTION) |
| | <p>THAT in accordance with Section 49(1) of the Strata Schemes Management Act 2015 ("Act"):</p> <p>a. Civium Property Group ("Agent") be renewed as strata managing agent of Strata Scheme No 82647;</p> <p>b. The owners corporation execute a written agreement, ("Agreement"), to give effect to this appointment and delegation;</p> <p>c. The delegation is to the subject to the conditions and limitations set out in the Agreement;</p> <p>d. Authority is given for the common seal of the owners corporation to be affixed to the Agreement by owners as determined at this meeting.</p> <p>e. That in accordance with section 265 of the Strata Schemes Management Act 2015 (NSW) the owners corporation change its address for service of notices to:</p> <p>c/- Civium Strata</p> <p>Locked Bag 3008,</p> <p>WODEN ACT 2606</p> <p>It is to be noted that the agency agreement was signed for a 12 month term following some amendments which are shown in the agreement itself as attached to these minutes.</p> <p style="text-align: right;">Motion Carried</p> |
| 12 | REPLACEMENT OF BALCONY RAILINGS (SPECIAL RESOLUTION) |

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| | <p>THAT the Owners Corporation considers approving:</p> <p>(a) the replacement of the balcony railings of Lots 8 and/or 9 and/or 10 fronting Harris Street, at the cost of the owner/s of that/those lot/s;</p> <p>(b) the erection of a security fence on Tramway Lane, at the cost of only those owners willing to contribute to the cost.</p> <p>It is to be noted that the owners which requested that this be discussed at the meeting were not present, therefore, the matter could not be resolved.</p> <p style="text-align: right;">Motion Deferred</p> |
| 13 | FIRE SAFETY (ORDINARY RESOLUTION) |
| | <p>THAT the Fire Safety Statement provided by LMP Fire Protection P/L be completed on behalf of the owners AND THAT Civium attend to its lodgement with the appropriate authorities.</p> <p>Further, THAT the engagement of LMP Fire Protection P/L by the strata committee in June 2018 to provide an Annual Fire Safety Certificate for all lots in the strata plan AND payment of the invoice for the certificate be ratified and their engagement be approved to carry out 6-monthly fire safety certification requirements.</p> <p style="text-align: right;">Motion Carried</p> |
| 14 | DISPOSAL AND STORAGE OF WASTE (ORDINARY RESOLUTION) |
| | <p>THAT approval be given to draft directions by the Owners Corporation (to be tabled) for the disposal and storage of waste, designating various areas for various owners and occupiers for the time being of various lots AND that such directions be given in writing to owners and occupiers as required from time to time.</p> <p>Direction was given to the Secretary of the Strata Committee for distribution of the disposal of waste and storage plan to the residents affected.</p> <p style="text-align: right;">Motion Carried</p> |
| 15 | S96 APPLICATION TO BAYSIDE COUNCIL (ORDINARY RESOLUTION) |
| | <p>THAT the consent given by the Owners Corporation to the lodgement of a further s96 Application to Bayside Council on behalf of Swanwick P/L (to be tabled) for the retention of the parapet wall to the frontage of the Gardeners Road building, be ratified.</p> <p style="text-align: right;">Motion Carried</p> |
| 16 | SUBDIVISION AGREEMENT (SPECIAL RESOLUTION) |
| | <p>THAT the Owners Corporation SPECIALLY RESOLVES to agree to the proposed subdivision involving common property AND for the seal to be affixed to the relevant administration sheet of Land Registry Services.</p> <p style="text-align: right;">Motion Carried</p> |
| 17 | UNIT ENTITLEMENT AMENDMENT (SPECIAL RESOLUTION) |

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| | <p>THAT the Owners Corporation SPECIALLY RESOLVES to agree to each unit entitlement and the aggregate unit entitlement shown on the schedule of unit entitlements (copy attached) AND for the seal to be affixed to the relevant administration sheet of Land Registry Services.</p> <p style="text-align: right;">Motion Carried</p> |
| 18 | REPEAL AND REPLACE BYLAWS (SPECIAL RESOLUTION) |
| | <p>THAT the Owners Corporation SPECIALLY RESOLVES to repeal the attached current By-Laws registered for the scheme, and to adopt the attached replacement set of bylaws for Strata Plan 82647, and to complete, affix the common seal to and lodge in the office of the Registrar-General.</p> <p style="text-align: right;">Motion Carried</p> |

There being no further business the chairperson declared the meeting closed at 10:55 am

Dated: 28 August 2018

Issued by Civium Property Group for and on behalf of the Owners Corporation.

MINUTES OF ANNUAL GENERAL MEETING 2019

OWNERS STRATA PLAN - 82647

**397-399 Gardeners Road
MASCOT NSW 2020**

Held on :

Tuesday, 23 July 2019 11:00 AM

Held at :

**AJ Duffy Real Estate - 333 Gardeners Road,
Rosebery**

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION OF STRATA PLAN 82647

Held Tuesday, 23 July 2019 11:00 AM at AJ Duffy Real Estate - 333 Gardeners Road, Rosebery

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| Present | Andrew Galante (11), Christine Maria Paraskevas (9), Erica Cavallaro (5), Jim Spellson (15, 16) |
| In Attendance | Aleks Milovanovic (Civium Strata), Pauline Weir (Other) |
| Proxies | Paul Francis Gale & Janine Anne Gale (12) in favour of Pauline Weir |
| Apologies | None |
| Chairperson | Aleks Milovanovic |

A Quorum was reached

| MOTION | Motion for consideration |
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| 1 | CONFIRMATION OF PREVIOUS MINUTES (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to confirm the minutes of the Owners Corporation meeting held on <i>28th August 2018</i>.</p> <p>Motion Carried</p> |

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| 2 | INSURANCE RENEWAL / COMMISSION AND TRAINING (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution that the attached insurances effected on behalf of the Owner's Corporation be confirmed.</p> <ul style="list-style-type: none"> Three (3) quotes to be obtained where possible by Scott Winton prior to renewal and presented to the Strata Committee for consideration. If advice from the Strata Committee is not received, Scott Winton will proceed with the recommended insurer as per the renewal report for the ensuing year. <p><i>A report be received from the Strata Managing Agent on commissions and training services received in the past 12 months and estimate of commissions and training services to be received in the next 12 months.</i></p> <p><i>Insurance commissions this financial year - \$0.00</i></p> <p><i>Insurance commissions forecast next financial year - \$0.00</i></p> <p><i>Training commission this financial year - \$0.00</i></p> <p><i>Training commission next Financial year - \$0.00</i></p> <p style="text-align: right;">Motion Carried</p> |
| 3 | TAKING OUT FURTHER INSURANCES (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution in accordance with section 165(2) of the Strata Schemes Management Act 2015 to consider taking out further insurances of Office Bearers Liability and Fidelity Guarantee.</p> <p>Current:</p> <p>Office Bearers Liability - \$100,000.00</p> <p>Fidelity Guarantee - \$100,000.00</p> <p>Strata Manager is to request a quotation from Scott Winton Brokers to increase Office Bearers Liability to \$1,000,000.00.</p> <p style="text-align: right;">Motion Carried</p> |
| 4 | INSURANCE VALUATION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to seek a quote from a valuer to value the building damage insurance amount for replacement and reinstatement as now required under section 161 of the <i>Strata Schemes Management Act 2015</i>.</p> <p style="text-align: center;">Last Valuation - 2016</p> <p>Strata Manager is to request advice from Scott Winton Brokers as to whether they recommend obtaining an updated valuation.</p> <p style="text-align: right;">Motion Defeated</p> |
| 5 | ACCOUNTING RECORDS AND FINANCIAL STATEMENTS (ORDINARY RESOLUTION) |

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| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to consider the accounting records and last financial statements prepared and to adopt the financial statements.</p> <p>It is to be noted that the Committee are disappointed with Civium accounts team due to the delay in responding to account queries. Strata Manager to follow up with accounts and request that they respond in a more timely manner.</p> <p style="text-align: right;">Motion Carried</p> |
| 6 | AUDIT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to appoint an auditor to audit the accounts and financial statements of the Owners Corporation.</p> <p style="text-align: right;">Motion Defeated</p> |
| 7 | BUDGET (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution:</p> <p>a. That the amount of money the owners corporation will need to credit to its administrative fund for actual and expected expenditure are estimated in accordance with section 79(1) of the <i>Strata Schemes Management Act 2015</i> and contributions to the administrative fund determined in accordance with section 81(1) of the <i>Strata Schemes Management Act 2015</i> at \$15,315.00.</p> <p>b. That the amount of money the owners corporation will need to credit to its capital works fund for actual and expected expenditure are estimated in accordance with section 79(2) of the <i>Strata Schemes Management Act 2015</i> and contributions to the capital works fund determined in accordance with section 81(1) of the <i>Strata Schemes Management Act 2015</i> at \$6,821.00.</p> <p>c. That the contributions to the administrative and capital works funds be paid in equal quarterly instalments, the first such instalment being due on 01/09/2019 and subsequent instalments being due on the days of 01/12/2019, 01/03/2020, and 01/06/2020.</p> <p style="text-align: right;">Motion Carried</p> |
| 8 | DEBT RECOVERY (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution that should any owner, mortgagee in possession or former owner of a lot not pay contributions by their due date in relation to a lot they authorise the strata managing agent and / or the strata committee to do any of the following:</p> <p>a. issue a levy recovery letter 30 days after the levy due date; b. issue a second levy recovery letter 60 days after the levy due date; c. issue a third levy recovery letter 90 days after the levy due date; d. issue a Statutory 21-day notice to the debtor;</p> <p style="text-align: right;">Motion Carried</p> |
| 9 | PAYMENT PLAN (ORDINARY RESOLUTION) |

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| | <p>THAT the Strata Manager will, when necessary, contact the Strata Committee to authorise repayment plans with lot owners on behalf of the Owners Corporation for the payment of overdue contributions. Such repayment plan is to be limited to a period of 12 months and is to be supported by the completion of a Statement of Financial Position.</p> <p style="text-align: right;">Motion Carried</p> |
| 10 | ELECTION OF STRATA COMMITTEE (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to:</p> <ol style="list-style-type: none"> 1. Call for nominations for members of the strata committee; 2. The candidates for election to the strata committee disclose any connections with the original owner or building manager for the scheme; 3. Determine the number of members of the strata committee; and 4. Elect the strata committee. <p>E Cavallaro - Secretary J Spellson - Chairman P Wear - Treasurer</p> <p style="text-align: right;">Motion Carried</p> |
| 11 | GENERAL MEETING MATTERS (ORDINARY RESOLUTION) |
| | <p>It was resolved that the Managing Agent is to notify the Strata Committee prior to any works being undertaken at the property that are not of an urgent nature.</p> <p style="text-align: right;">Motion Carried</p> |
| 12 | 10-YEAR CAPITAL WORKS FUND FORECAST (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to review the 10-year plan for capital works fund and to decide whether to adopt the plan, revise the plan or replace the plan.</p> <p style="text-align: center;">Last Capital Forecast - 2016</p> <p style="text-align: right;">Motion Defeated</p> |
| 13 | BUILDING RECTIFICATION REQUIREMENTS (ORDINARY RESOLUTION) |
| | <p>THAT The Owners Corporation RESOLVE by ordinary resolution to consider building defects and rectification.</p> <p style="text-align: right;">Motion Carried</p> |
| 14 | ANNUAL FIRE SAFETY STATEMENT (ORDINARY RESOLUTION) |

| | |
|-----------|--|
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to consider the annual fire safety statement and to make arrangements for obtaining the next annual fire statement.</p> <p>Strata Manager is to contact Council regarding the syncing of the AFSS due dates for the Harris Street & Gardeners Road buildings as they are currently due approximately 6 months apart.</p> <p style="text-align: right;">Motion Carried</p> |
| 15 | ASBESTOS REPORT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to:</p> <ol style="list-style-type: none"> 1. Engage a suitably qualified consultant to carry out an Asbestos Inspection (and report) in compliance with the owners corporation's obligations under the Work Health and Safety Act 2011 as amended; and 2. To submit that report to the Strata Committee to determine what action is required, if any; and 3. To delegate to the strata manager the duty and function pursuant to the Agency Agreement additional duties scheduled to undertake the seeking of quotations and engaging the contractor to the strata manager and any ancillary work approved by the Strata Committee. <p style="text-align: center;">Registered Date - 2009</p> <p style="text-align: center;">No asbestos report on file</p> <p style="text-align: right;">Motion Defeated</p> |
| 16 | EXTERNAL CLADDING INSPECTION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to consider an external cladding inspection to comply with the Environmental Planning and Assessment Amendment (Identification of Buildings with Combustible Cladding) Regulation 2018 and State Environmental Planning Policy Amendment (Exempt Development - Cladding and Decorative Work) 2018.</p> <p>The Owners Corporation confirmed that there is no cladding on the building.</p> <p style="text-align: right;">Motion Defeated</p> |
| 17 | WINDOW SAFETY DEVICES RE-INSPECTION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation complies with Part 4, Clause 30 of the Strata Schemes Management Regulation 2016 and undertake an assessment of the complex to ensure all safety devices are in working order and present.</p> <p style="text-align: right;">Motion Defeated</p> |
| 18 | OTHER MEANS OF VOTING (ORDINARY RESOLUTION) |

| | |
|-----------|--|
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to adopt the following alternate means of voting (not being elections) at meetings of the owners corporation and/or meetings of the strata committee:</p> <ol style="list-style-type: none"> 1. Voting by means of teleconference while participating in a meeting from a remote location; 2. Voting by means of other electronic means while participating in a meeting from a remote location; 3. Voting by means of email before the meeting; or 4. Voting by means of other electronic means before the meeting. <p>NOTE - use of these service are free* for the owners corporation.</p> <p>*Organisation of a "paper vote" meeting carries a charge.</p> <p style="text-align: right;">Motion Carried</p> |
| 19 | MANAGING AGENT (ORDINARY RESOLUTION) |
| | <p>THAT in accordance with Section 49(1) of the Strata Schemes Management Act 2015 ("Act"):</p> <ol style="list-style-type: none"> 1. Civium Property Group ("Agent") be renewed as strata managing agent of Strata Scheme No 82647; 2. The owners corporation delegate to the Agent all of its functions (other than those listed in section 52(2) of the Act) and all of the functions of its Chairperson, Secretary, Treasurer and Executive Committee; 3. The owners corporation execute a written agreement, ("Agreement"), to give effect to this appointment and delegation; 4. The delegation is to the subject to the conditions and limitations set out in the Agreement; and 5. Authority is given for the common seal of the owners corporation to be affixed to the Agreement by owners as determined at this meeting. 6. That in accordance with section 265 of the Strata Schemes Management Act v2015 (NSW) the owners corporation change its address for service of notices to: <p>c/- Civium Strata People Locked Bag 3008 WODEN ACT 2606</p> <p>Amendments are required to the agreement, however, it was agreed to continue with Civium's services.</p> <p style="text-align: right;">Motion Carried</p> |
| 20 | General Business |
| 20.1 | Strata Manager is to follow up Sprint Electrical regarding repairs to the sensor lights on the Harris Street property. |
| 20.2 | <p>Strata Manager is to arrange a painter to contact Christine to;</p> <ul style="list-style-type: none"> - quote on painting the railings in the hallways - paint the board at the property with the paint located within the storage room |
| 20.3 | The Strata Manager is to request an acoustic report from the owner of lot 13 prior to making a decision regarding approval for the change to floorboards. |

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| 20.4 | Strata Manager is to obtain a quotation for cleaning/bin service of the common property. |
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There being no further business the chairperson declared the meeting closed at 12:10 pm

Dated: 23 July 2019

Issued by Civium Property Group for and on behalf of the Owners Corporation.

MINUTES OF ANNUAL GENERAL MEETING 2020

OWNERS STRATA PLAN - 82647

**397-399 Gardeners Road
MASCOT NSW 2020**

Held on :

Monday, 31 August 2020 02:30 PM

Held at :

TO BE HELD BY WAY OF DIGITAL MEETING

Meeting ID

meet.google.com/pca-ygmb-pkc

Phone Numbers (AU)

+61 3 8594 9605

PIN: 346 623 023#

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION OF STRATA PLAN 82647

Held Monday, 31 August 2020 2:30 PM at TO BE HELD BY WAY OF DIGITAL MEETING

Meeting ID

meet.google.com/pca-ygmb-pkc

Phone Numbers (AU)

+61 3 8594 9605

PIN: 346 623 023#

| | |
|---------------|--|
| Present | Alex Morris Herman (13), Andrew Galante (11), Christine Maria Paraskevas (9), Erica Cavallaro (5), Japneet Singh Gulati (10), Swanwick Pty Ltd (15, 16) |
| In Attendance | None |
| Proxies | Paul Francis Gale & Janine Anne Gale (12) in favour of Pauline Weir |
| Apologies | None |
| Chairperson | |

A Quorum was reached

| MOTION | Motion for consideration |
|----------|--|
| 1 | CONFIRMATION OF PREVIOUS MINUTES (ORDINARY RESOLUTION) |
| | THAT the Owners Corporation RESOLVE by ordinary resolution to confirm the minutes of the Owners Corporation meeting held on 31/01/2020. <div>Motion Carried</div> |

| | |
|---|---|
| 2 | INSURANCE RENEWAL / COMMISSION AND TRAINING (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution that the attached insurances effected on behalf of the Owner's Corporation be confirmed.</p> <ul style="list-style-type: none"> Three (3) quotes to be obtained where possible by the Scott Winton prior to renewal and presented to the Strata Committee for consideration. If advice from the Strata Committee is not received Scott Winton will proceed with the recommended insurer as per the renewal report for the ensuing year. <p><i>A report be received from the Strata Managing Agent on commissions and training services received in the past 12 months and estimate of commissions and training services to be received in the next 12 months.</i></p> <p><i>Insurance commissions this financial year - \$0.00</i></p> <p><i>Insurance commissions forecast next financial year - \$0.00</i></p> <p><i>Training commission this financial year - \$0.00</i></p> <p><i>Training commission next Financial year - \$0.00</i></p> <p style="text-align: right;">Motion Carried</p> |
| 3 | TAKING OUT FURTHER INSURANCES (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution in accordance with section 165(2) of the Strata Schemes Management Act 2015 to consider taking out further insurances of Office Bearers Liability and Fidelity Guarantee.</p> <p>Current:</p> <p>Office Bearers Liability - \$100,000.00</p> <p>Fidelity Guarantee - \$100,000.00</p> <p style="text-align: right;">Motion Carried</p> |
| 4 | INSURANCE VALUATION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to engage a valuer to value the building damage insurance amount for replacement and reinstatement as now required under section 161 of the <i>Strata Schemes Management Act 2015</i>.</p> <p><i>Note: Strata Manager is to obtain quotations for the committee approval.</i></p> <p style="text-align: center;">Last Valuation - 2017</p> <p style="text-align: right;">Motion Carried</p> |
| 5 | ACCOUNTING RECORDS AND FINANCIAL STATEMENTS (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to consider the accounting records and last financial statements dated 01/07/2019 - 30/06/2020 be adopted a true record of the financial position.</p> <p><i>Note: The Owners Corporation have requested the consultant fees be transferred the to Capital Works on the basis that they were relating to preserving the common property.</i></p> <p style="text-align: right;">Motion Carried</p> |
| 6 | AUDIT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to appoint an auditor to audit the accounts and financial statements of the Owners Corporation.</p> <p style="text-align: right;">Motion Defeated</p> |

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|----------|---|
| 7 | BUDGET (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution:</p> <p>a. That the amount of money the owners corporation will need to credit to its administrative fund for actual and expected expenditure are estimated in accordance with section 79(1) of the <i>Strata Schemes Management Act 2015</i> and contributions to the administrative fund determined in accordance with section 81(1) of the <i>Strata Schemes Management Act 2015</i> at \$23,733.65</p> <p>b. That the amount of money the owners corporation will need to credit to its capital works fund for actual and expected expenditure are estimated in accordance with section 79(2) of the <i>Strata Schemes Management Act 2015</i> and contributions to the capital works fund determined in accordance with section 81(1) of the <i>Strata Schemes Management Act 2015</i> at \$7,026.00</p> <p>c. That the contributions to the administrative and capital works funds be paid in equal quarterly instalments, the first such instalment being due on 01/09/2020 and subsequent instalments being due on the days of 01/12/2020, 01/03/2021, and 01/06/2021.</p> <p>Levies Due:</p> <p>01/09/20 due and payable on 15/10/20</p> <p>01/12/20 due and payable on 1/12/20</p> <p>01/03/21 due and payable on 1/03/21</p> <p>01/06/21 due and payable on 1/06/21</p> <p style="text-align: right;">Motion Carried</p> |
| 8 | SPECIAL LEVY - ADMINISTRATIVE FUND DEFICIT (ORDINARY RESOLUTION) |

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| | <p>THAT the Owners Corporation RESOLVES by ordinary resolution pursuant to s 81(4) of the <i>Strata Schemes Management Act 2015</i> that as the owners corporation is faced with expenses referred to in the Schedule which it cannot at once meet from its administrative/capital works fund, it determined that:</p> <p>1. a contribution in the amount of \$3,943.42 referred to in the Schedule be raised as an additional levy to meet those expenses; reduce to \$1418.00</p> <p>2. the proportion of the said contribution payable by the owners of each lot shall be in accordance with the unit entitlement of each lot;</p> <p>3. the contribution in respect of each lot is payable by the instalments being due and payable on or before the dates referred to in the Schedule by being paid to the owners corporation care of the strata managing agent before or at those times; and</p> <p>4. that pursuant to s83 of the Strata Schemes Management Act 2015, the strata managing agent serve one written notice of such contributions due in respect of each lot specifying:</p> <p>a. the amount of each instalment; and</p> <p>b. the date of payment of each instalment.</p> <p>Levies Due:</p> <p>01/09/20 due and payable on 15/10/20</p> <p>01/12/20 due and payable on 1/12/20</p> <p>01/03/21 due and payable on 1/03/21</p> <p>01/06/21 due and payable on 1/06/21</p> <p style="text-align: right;">Motion Carried</p> |
| 9 | <p>DEBT RECOVERY (ORDINARY RESOLUTION)</p> |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution that should any owner, mortgagee in possession or former owner of a lot not pay contributions by their due date in relation to a lot they authorise the strata managing agent and / or the strata committee to do any of the following:</p> <p>a. issue a levy recovery letter 30 days after the levy due date;</p> <p>b. issue a second levy recovery letter 60 days after the levy due date;</p> <p>c. issue a third levy recovery letter 90 days after the levy due date;</p> <p>d. issue a Statutory 21-day notice to the debtor; <i>Note: Strata Committee approval required PRIOR to attending to any of the below:</i></p> <p>e. where the levy contribution has not been paid for at least 120 days after the due date appoint the services of a debt collection agency, obtain legal advice or retain legal representation 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 proceeding against any lot owner, mortgagee in possession or former lot owner in relation to all matters arising out of the recovery of levy contributions and any other debts including interest, penalties, legal and other costs.</p> <p>f. enforce any judgment or Tribunal order obtained in the collection of levy contributions including commencing and maintaining bankruptcy proceedings or winding up proceedings;</p> <p>g. filing an appeal or defending any appeal against any judgment or order concerning the levy of contributions;</p> <p>h. instruct the owners corporation's debt collection agent or lawyer in relation to any levy recovery proceedings.</p> <p style="text-align: right;">Motion Carried</p> |

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| 10 | PAYMENT PLAN (ORDINARY RESOLUTION) | | |
| | THAT the Owners Corporation RESOLVE by ordinary resolution in accordance with section 85(5) of the <i>Strata Schemes Management Act 2015</i> to decide whether to offer payment plans in respect of overdue contributions, such repayment plan is to be limited to a period of 12 months and is to be supported by the completion of a Statement of Financial Position. | | |
| | Motion Carried | | |
| 11 | ELECTION OF STRATA COMMITTEE (ORDINARY RESOLUTION) | | |
| | THAT the Owners Corporation RESOLVE by ordinary resolution to: | | |
| | a. Call for nominations for members of the strata committee; | | |
| | b. The candidates for election to the strata committee disclose any connections with the original owner or building manager for the scheme; | | |
| | c. Determine the number of members of the strata committee; and | | |
| | d. Elect the strata committee: | | |
| | Name | Lot No. | Nominated by |
| | Erica David | 5 | Self Nominated |
| | Japneet Gulati | 10 | Self Nominated |
| | Alex Herman | 13 | Self Nominated |
| | Pauline Weir | | Nominated by Lot 12 |
| | Jim Spellson | 15 | Self Nominated |
| | Motion Carried | | |
| 12 | GENERAL MEETING MATTERS (ORDINARY RESOLUTION) | | |
| | The Owners Corporation RESOLVE by ordinary resolution in accordance with clause 6 (a) and 9(i) of Schedule 1 of the <i>Strata Schemes Management Act 2015</i> to decide if any matter or type of matter is to be determined by the owners corporation in general meeting. | | |
| | Motion Defeated | | |
| 13 | 10-YEAR CAPITAL WORKS FUND FORECAST (ORDINARY RESOLUTION) | | |
| | THAT the Owners Corporation RESOLVE by ordinary resolution to review the 10-year plan for capital works fund and to decide whether to adopt the plan, revise the plan or replace the plan. | | |
| | Last Capital Forecast - Supplied by BIV in 2016 | | |
| | Motion Defeated | | |
| 14 | BUILDING RECTIFICATION REQUIREMENTS (ORDINARY RESOLUTION) | | |
| | THAT The Owners Corporation RESOLVE by ordinary resolution to consider building defects and rectification. | | |
| | Motion Defeated | | |
| 15 | ANNUAL FIRE SAFETY STATEMENT (ORDINARY RESOLUTION) | | |

| | |
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| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to consider the annual fire safety statement and to make arrangements for obtaining the next annual fire statement.</p> <p><i>Note: The Owners Corporation have agreed with the strata committee recommendation for the engagement of Control Fire Protection.</i></p> <p style="text-align: right;">Motion Carried</p> |
| 16 | ASBESTOS REPORT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to:</p> <ol style="list-style-type: none"> 1. Engage a suitably qualified consultant to carry out an Asbestos Inspection (and report) in compliance with the owners corporation's obligations under the Work Health and Safety Act 2011 as amended; and 2. To submit that report to the Strata Committee to determine what action is required, if any; and 3. To delegate to the strata manager the duty and function pursuant to the Agency Agreement additional duties scheduled to undertake the seeking of quotations and engaging the contractor to the strata manager and any ancillary work approved by the Strata Committee. <p style="text-align: center;">Registered Date - 2009</p> <p style="text-align: center;">No asbestos report on file</p> <p style="text-align: right;">Motion Defeated</p> |
| 17 | EXTERNAL CLADDING INSPECTION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to consider an external cladding inspection to comply with the Environmental Planning and Assessment Amendment (Identification of Buildings with Combustible Cladding) Regulation 2018 and State Environmental Planning Policy Amendment (Exempt Development - Cladding and Decorative Work) 2018.</p> <p style="text-align: right;">Motion Defeated</p> |
| 18 | WINDOW SAFETY DEVICES RE-INSPECTION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation complies with Part 4, Clause 30 of the Strata Schemes Management Regulation 2016 and undertake an assessment of the complex to ensure all safety devices are in working order and present.</p> <p><i>Note: The Strata Manager is to obtain quotations for the committee approval.</i></p> <p>Window Safety Devices installed in 2017 by Skyjaid Pty Ltd</p> <p style="text-align: right;">Motion Carried</p> |
| 19 | OTHER MEANS OF VOTING (ORDINARY RESOLUTION) |

| | |
|-----------|--|
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution to adopt the following alternate means of voting (not being elections) at meetings of the owners corporation and/or meetings of the strata committee:</p> <ol style="list-style-type: none"> 1. Voting by means of teleconference while participating in a meeting from a remote location; 2. Voting by means of other electronic means while participating in a meeting from a remote location; 3. Voting by means of email before the meeting; or 4. Voting by means of other electronic means before the meeting. <p style="text-align: right;">Motion Carried</p> |
| 20 | UNIT 12 EXCESS CLAIM REIMBURSEMENT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution the claim for damaged furniture by the owners of Lot 12 that the Owners Corporation pay the excess of \$500 on their contents insurance, the strata committee sees this as resultant damage caused by the corroded pipe in Lot 10 which leaked into Lot 12 below. This pipe being common property, the strata committee recommends payment of the claim.</p> <p style="text-align: right;">Motion Carried</p> |
| 21 | MATTER INVOLVING LOT 10 (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution that the attached correspondence from both parties involved and update from the strata committee be confirmed.</p> <p><i>"The strata committee sees no evidence that any original common property requires fixing, other than the pipe which has been repaired and would recommend that the Owners Corporation allow the unauthorised works to remain and a by-law be made. Unreasonably in the opinion of the strata committee, the present owner refuses to clarify what improvements he prefers should remain, despite contrary indications on a without prejudice basis. However, the present owner stated it was "doubtful" he would agree to a by-law and would not agree to "a condition requiring the (present) owner to maintain and repair the works".</i></p> <p><i>Note: No response has been received to Brown Wright Stein's email of 5 June 2020.</i></p> <p><i>The Owners Corporation voted that correspondence in its entirety is not to be distributed to all the owners.</i></p> <p style="text-align: right;">Motion Acknowledged</p> |
| 22 | ROSEBERY SERVICE STATION - LOT 1/DP 75748 - 395 GARDENERS ROAD, ROSEBERY (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution that the attached EPA Notice effected on behalf of the Owner's Corporation be confirmed.</p> <p style="text-align: right;">Motion Acknowledged</p> |
| 23 | MANAGING AGENT (ORDINARY RESOLUTION) |

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|-------------|--|
| | <p>THAT in accordance with Section 49(1) of the Strata Schemes Management Act 2015 ("Act"):</p> <ol style="list-style-type: none"> 1. Civium Property Group ("Agent") be renewed as strata managing agent of Strata Scheme No 82647 2. The owners corporation delegate to the Agent all of its functions (other than those listed in section 52(2) of the Act) and all of the functions of its Chairperson, Secretary, Treasurer and Strata Committee; 3. The owners corporation execute a written agreement, ("Agreement"), to give effect to this appointment and delegation; 4. The delegation is to the subject to the conditions and limitations set out in the Agreement; and 5. Authority is given for the common seal of the owners corporation to be affixed to the Agreement by owners as determined at this meeting. 6. That in accordance with section 265 of the Strata Schemes Management Act v2015 (NSW) the owners corporation change its address for service of notices to: <p>c/- Civium Property Group Locked Bag 3008 WODEN ACT 2606</p> <p><i>Note: The Owners Corporation agreed to renew the Agency Agreement for a further 12 months commencing from 28th August 2020, J Spellson & P Weir of the Strata Committee agreed to execute the agreement.</i></p> <p style="text-align: right;">Motion Carried</p> |
| 24 | General Business |
| 24.1 | <p>CLEANING</p> <p>The following comments were made by the owners corporation and the strata manager was requested to contact the cleaner in relation to the below.</p> <ol style="list-style-type: none"> 1. Removal of litter, not carried out 2. Blower around bin, not being used 3. Handrail not being wiped 4. Letterboxes not cleaned <p>A copy of the current contract is also to be sent to the committee for their review.</p> |

There being no further business the chairperson declared the meeting closed at 04:30 pm
Dated: 31 August 2020
Issued by Civium Property Group for and on behalf of the Owners Corporation.

MINUTES OF STRATA COMMITTEE MEETING 2020

OWNERS STRATA PLAN - 82647

**397-399 Gardeners Road
MASCOT NSW 2020**

Held on :

Monday, 31 August 2020 03:30 PM

Held at :

HELD BY WAY OF DIGITAL MEETING

Meeting ID

meet.google.com/pca-ygmb-pkc

Phone Numbers (AU)

+61 3 8594 9605

PIN: 346 623 023#

MINUTES OF THE STRATA COMMITTEE MEETING OF THE OWNERS CORPORATION OF STRATA PLAN 82647

Held Monday, 31 August 2020 3:30 PM at HELD BY WAY OF DIGITAL MEETING

Meeting ID

meet.google.com/pca-ygmb-pkc

Phone Numbers (AU)

+61 3 8594 9605

PIN: 346 623 023#

| | |
|----------------------|--|
| Present | Alex Morris Herman (13), Erica Cavallaro (5), Japneet Singh Gulati (10), Jim Spellson (15), Pauline Weir (12) |
| In Attendance | Henry Nguyen (Civium Strata), Christine Paraskevas (Unit 9) (Other) |
| Proxies | None |
| Apologies | None |
| Chairperson | Henry Nguyen |

A Quorum was reached

| MOTION | Motion for consideration | | | | | | | | | | | | |
|-----------------|--|-------------------------|-----|-------------------------|--------------|----|-------------|--------------|--|-----------|-----------------|---|-----------|
| 1 | MINUTES | | | | | | | | | | | | |
| | <p>That the minutes of the previous Strata Committee Meeting of the Owners Corporation be confirmed as a true and accurate account of the proceeding at that meeting.</p> <p>Motion Carried</p> | | | | | | | | | | | | |
| 2 | OFFICE BEARERS | | | | | | | | | | | | |
| | <p>That the positions of Chairperson, Secretary and Treasurer be elected.</p> <table><tr><td>Name</td><td>Lot</td><td>Office Bearers Position</td></tr><tr><td>Jim Spellson</td><td>15</td><td>Chairperson</td></tr><tr><td>Pauline Weir</td><td></td><td>Treasurer</td></tr><tr><td>Erica Cavallaro</td><td>5</td><td>Secretary</td></tr></table> <p>Motion Carried</p> | Name | Lot | Office Bearers Position | Jim Spellson | 15 | Chairperson | Pauline Weir | | Treasurer | Erica Cavallaro | 5 | Secretary |
| Name | Lot | Office Bearers Position | | | | | | | | | | | |
| Jim Spellson | 15 | Chairperson | | | | | | | | | | | |
| Pauline Weir | | Treasurer | | | | | | | | | | | |
| Erica Cavallaro | 5 | Secretary | | | | | | | | | | | |

There being no further business the chairperson declared the meeting closed at 04:32 pm
Dated: 31 August 2020
Issued by Civium Property Group for and on behalf of the Owners Corporation.

MINUTES OF ANNUAL GENERAL MEETING 2021

OWNERS STRATA PLAN - 82647

**397-399 Gardeners Road
MASCOT NSW 2020**

Held on :

Tuesday, 27 July 2021 02:30 PM

Held at :

DIGITAL MEETING TO BE HELD VIA TELECONFERENCE

Meeting ID

meet.google.com/woh-rfyr-iyw

Phone Numbers

(AU)

+61 3 8594 6949

PIN: 787 496 326#

MINUTES OF THE ANNUAL GENERAL MEETING OF THE OWNERS CORPORATION OF STRATA PLAN 82647

Held Tuesday, 27 July 2021 2:30 PM at
DIGITAL MEETING TO BE HELD VIA TELECONFERENCE Meeting ID meet.google.com/woh-rfyr-iyw Phone Numbers (AU) +61 3 8594 6949 PIN: 787 496 326#

| | |
|---------------|--|
| Present | Alex Morris Herman (Lot 13), Christine Maria Paraskevas (Lot 9), Erica Cavanaragh (Lot 5), Japneet Singh Gulati (Lot 10), Jim Spellson - Nominee for Swanwick Pty Ltd (Lot 15, Lot 16) |
| Civium Rep(s) | Robert Tan (Civium Strata) |
| Proxies | Paul Francis Gale & Janine Anne Gale (Lot 12) for Pauline Weir |
| Apologies | None |
| Voting Papers | None |
| Chairperson | Robert Tan |

A Quorum was reached

| MOTION | Motion for consideration |
|--------|--|
| 1 | CONFIRMATION OF PREVIOUS MINUTES (ORDINARY RESOLUTION) |
| | THAT the Owners Corporation RESOLVES to confirm the minutes of the Owners Corporation meeting held on <i>31 August 2020</i> . <div>Motion Carried</div> |

| | |
|---|---|
| 2 | INSURANCE RENEWAL / COMMISSION AND TRAINING (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVE by ordinary resolution that the attached insurances effected on behalf of the Owner's Corporation be confirmed.</p> <ul style="list-style-type: none"> Three (3) quotes to be obtained where possible by the managing agent prior to renewal and presented to the Strata Committee for consideration. If advice from the Strata Committee is not received the managing agent will proceed with the recommended insurer as per the renewal report for the ensuing year. <p><i>A report be received from the Strata Managing Agent on commissions and training services received in the past 12 months and estimate of commissions and training services to be received in the next 12 months.</i></p> <p><i>Insurance commissions this financial year - \$0.00</i></p> <p><i>Insurance commissions forecast next financial year - \$0.00</i></p> <p><i>Training commission this financial year - \$0.00</i></p> <p><i>Training commission next Financial year - \$0.00</i></p> <p><i>Note: Advise the strata committee if reinstatement is a requirement under the act.</i></p> <p style="text-align: right;">Motion Carried</p> |
| 3 | INSURANCE VALUATION (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVES to engage a valuer to value the building damage insurance amount for replacement and reinstatement as now required under section 161 of the <i>Strata Schemes Management Act 2015</i>.</p> <p style="text-align: center;">Last Valuation - <i>2020 BIV Reports</i></p> <p><i>Note: Advise the strata committee if reinstatement is a required under the act and if so to obtain quotes for an amended valuation report</i></p> <p style="text-align: right;">Motion Deferred</p> |
| 4 | ACCOUNTING RECORDS AND FINANCIAL STATEMENTS (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVES to adopt the accounting records and last financial statements dated 01/07/2020 - 30/06/2021 as a true record of the financial position.</p> <p><i>Note: That the strata manager obtain quotes to get an audit for the accounts for the last financial year and the motion to be carried pending strata committee decision.</i></p> <p style="text-align: right;">Motion Deferred</p> |
| 5 | AUDIT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVES to appoint an auditor to audit the accounts and financial statements of the Owners Corporation.</p> <p><i>Note: That a quote is obtained and sent to the strata committee for review.</i></p> <p style="text-align: right;">Motion Deferred</p> |
| 6 | BUDGET (ORDINARY RESOLUTION) |

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| | <p>THAT the Owners Corporation RESOLVES:</p> <p>a. That the amount of money the owners corporation will need to credit to its administrative fund for actual and expected expenditure are estimated in accordance with section 79(1) of the <i>Strata Schemes Management Act 2015</i> and contributions to the administrative fund determined in accordance with section 81(1) of the <i>Strata Schemes Management Act 2015</i> at \$24,702.00.</p> <p>b. That the amount of money the owners corporation will need to credit to its capital works fund for actual and expected expenditure are estimated in accordance with section 79(2) of the <i>Strata Schemes Management Act 2015</i> and contributions to the capital works fund determined in accordance with section 81(1) of the <i>Strata Schemes Management Act 2015</i> at \$25,000.00.</p> <p>c. That the contributions to the administrative and capital works funds be paid in unequal quarterly instalments, the first such instalment being due on 01/09/2021 and subsequent instalments being due on the days of 01/12/2021, 01/03/2022 and 01/06/2022.</p> <p>Note: 6 lots voted for the motion ; 1 lot voted against the motion</p> <p style="text-align: right;">Motion Carried</p> |
| 7 | DEBT RECOVERY (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVES that should any owner, mortgagee in possession or former owner of a lot not pay contributions or other amounts owing by the due date in relation to a lot they authorise the strata managing agent and / or the strata committee to do any of the following:</p> <p>a. issue a levy recovery letter 30 days after the levy due date;</p> <p>b. issue a second levy recovery letter 60 days after the levy due date; c. issue a third levy recovery letter 90 days after the levy due date;</p> <p>d. issue a Statutory 21-day notice to the debtor; Note: Strata Committee approval required PRIOR to attending to any of the below:</p> <p>e. where the levy contribution has not been paid for at least 120 days after the due date appoint the services of a debt collection agency, obtain legal advice or retain legal representation 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 proceeding against any lot owner, mortgagee in possession or former lot owner in relation to all matters arising out of the recovery of levy contributions and any other debts including interest, penalties, legal and other costs.</p> <p>f. enforce any judgment or tribunal order obtained in the collection of levy contributions including commencing and maintaining bankruptcy proceedings or winding up proceedings;</p> <p>g. filing an appeal or defending any appeal against any judgment or order concerning the levy of contributions; and</p> <p>h. instruct the owners corporation's debt collection agent or lawyer in relation to any levy recovery proceedings.</p> <p style="text-align: right;">Motion Carried</p> |
| 8 | PAYMENT PLAN (ORDINARY RESOLUTION) |

| | <p>THAT the Owners Corporation RESOLVES in accordance with section 85(5) of the <i>Strata Schemes Management Act 2015</i> to offer to enter into payment plans in respect of overdue contributions, with plans to be limited to a period of 12 months and must be supported by the completion by the lot owner of a Statement of Financial Position</p> <p style="text-align: right;">Motion Carried</p> | | | | | | | | | | | | | | | | | | |
|----------------------|---|------------------------------|---------|--------------|-----------------|---|---------------------------|--------------|--------|----------------|--------------|----|--------------------------|-------------|----|------------------------------|----------------------|---|----------------|
| 9 | <p>ELECTION OF STRATA COMMITTEE (ORDINARY RESOLUTION)</p> | | | | | | | | | | | | | | | | | | |
| | <p>THAT the Owners Corporation RESOLVES to:</p> <p>a. Call for nominations for members of the strata committee;</p> <p>b. Require the candidates for election to the strata committee to disclose any connections with the original owner or building manager for the scheme;</p> <p>c. Determine the maximum number of members of the strata committee to be 5; and</p> <p>d. Elect the strata committee:</p> <p>Elected Strata Committee Members are:</p> <table><tr><th>Name</th><th>Lot No.</th><th>Nominated by</th></tr><tr><td>Erica Cavallaro</td><td>5</td><td>Nominated by Jim Spellson</td></tr><tr><td>Jim Spellson</td><td>15, 16</td><td>Self Nominated</td></tr><tr><td>Pauline Weir</td><td>12</td><td>Nominated by Alex Herman</td></tr><tr><td>Alex Herman</td><td>13</td><td>Nominated by Erica Cavallaro</td></tr><tr><td>Christine Paraskevas</td><td>9</td><td>Self Nominated</td></tr></table> <p><i>Note: Lot 15 and 16 Swanwick Pty Ltd is the original developer of the building.</i></p> <p><i>A ballot vote to select the candidates for the committee was completed on Wednesday 28 at 10:00 am as it could not be done digitally.</i></p> <p style="text-align: right;">Motion Carried</p> | Name | Lot No. | Nominated by | Erica Cavallaro | 5 | Nominated by Jim Spellson | Jim Spellson | 15, 16 | Self Nominated | Pauline Weir | 12 | Nominated by Alex Herman | Alex Herman | 13 | Nominated by Erica Cavallaro | Christine Paraskevas | 9 | Self Nominated |
| Name | Lot No. | Nominated by | | | | | | | | | | | | | | | | | |
| Erica Cavallaro | 5 | Nominated by Jim Spellson | | | | | | | | | | | | | | | | | |
| Jim Spellson | 15, 16 | Self Nominated | | | | | | | | | | | | | | | | | |
| Pauline Weir | 12 | Nominated by Alex Herman | | | | | | | | | | | | | | | | | |
| Alex Herman | 13 | Nominated by Erica Cavallaro | | | | | | | | | | | | | | | | | |
| Christine Paraskevas | 9 | Self Nominated | | | | | | | | | | | | | | | | | |
| 10 | <p>GENERAL MEETING MATTERS (ORDINARY RESOLUTION)</p> | | | | | | | | | | | | | | | | | | |
| | <p>The Owners Corporation RESOLVES in accordance with 36(3)(b) of the <i>Strata Schemes Management Act 2015</i> to decide if any matter or type of matter is only to be determined by the owners corporation in general meeting.</p> <p style="text-align: right;">Motion Defeated</p> | | | | | | | | | | | | | | | | | | |
| 11 | <p>10-YEAR CAPITAL WORKS FUND FORECAST (ORDINARY RESOLUTION)</p> | | | | | | | | | | | | | | | | | | |

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| | <p>THAT the Owners Corporation RESOLVES to give authority to the Strata Committee to review the 10-year plan for the capital works fund and to decide whether to adopt the plan, revise the plan or replace the plan.</p> <p style="text-align: center;">Last Capital Forecast - 2016 BIV Reports</p> <p style="text-align: right;">Motion Carried</p> |
| 12 | ANNUAL FIRE SAFETY STATEMENT (ORDINARY RESOLUTION) |
| | <p>THAT the Owners Corporation RESOLVES to consider the annual fire safety statement and to instruct the strata managing agent to make arrangements for obtaining the next annual fire statement.</p> <p>AFSS submitted on 25/03/21 by Control Fire Protection</p> <p><i>Note: That Control Fire Protection continue to do the fire inspections and provide the AFSS.</i></p> <p style="text-align: right;">Motion Carried</p> |
| 13 | MANAGING AGENT (ORDINARY RESOLUTION) |
| | <p>A. THAT the Owners Corporation RESOLVES in accordance with Section 49(1) of the <i>Strata Schemes Management Act 2015</i>):</p> <ol style="list-style-type: none"> Civium (NSW) Pty Ltd ("Agent") be renewed as the strata managing agent of Strata Scheme No 82647 The owners corporation delegate to the Agent all of its functions (other than those listed in section 52(2) of the Strata Schemes Managements Act and all of the functions of its Chairperson, Secretary, Treasurer and Strata Committee; The owners corporation execute a written agreement, ("Agreement"), to give effect to this appointment and delegation; The delegation is to the subject to the conditions and limitations set out in the Agreement; and Authority is given for the common seal of the owners corporation to be affixed to the Agreement and witnessed by the Secretary or Chairperson or Treasurer or in their absence any two owners. <p>B. THAT the Owners Corporation RESOLVES in accordance with section 265 of the <i>Strata Schemes Management Actv2015</i> to change its address for service of notices to:</p> <p>c/- Civium Property Group Locked Bag 3008 WODEN ACT 2606</p> <p>and authorises the strata managing agent to take actions reasonably required to register the change of address with Land Registry Services.</p> <p><i>Note: It was agreed to sign the managing agency agreement for 15 months once the changes made to the 2018 agreement is made to the current agreement. Two members of the strata committee to sign the agreement.</i></p> <p style="text-align: right;">Motion Carried</p> |
| 14 | LOT 10 RENOVATION BYLAW (SPECIAL RESOLUTION) |

The Owners - Strata Plan No. 82647 SPECIALLY RESOLVES pursuant to sections 108 and 143 of the *Strata Schemes Management Act 2015* ("Act") to:

1. Authorise the Owner of Lot 10 to add to, alter and erect new structures on the common property by carrying out of the Works (as that term is defined in the Special By-Law set out below), subject to the terms and conditions of the Special By-Law set out below; and

subject to the terms and conditions of the Special By-Law set out below, and to make a by-law on the terms and conditions of the Special By-Law set out below, and that notification of this change to the by-laws be lodged for registration in accordance with section 141 of the Act at the Registrar-General's Office.

Note: 20 units of entitlements for the motion ; 41 units of entitlements against the motion.

Motion Defeated

There being no further business the chairperson declared the meeting closed at 04:03 pm

Dated: 27 July 2021

Issued by Civium Property Group for and on behalf of the Owners Corporation.