

28 April 2023

To All Owners

Dear Owners,

RE: MINUTES OF ANNUAL GENERAL MEETING | STRATA PLAN NO. AT

Attached are the minutes of the recent Annual General Meeting conducted for your strata scheme and enclosed is a levy payment notice for your 1st quarter levies. The payment options for your levies are detailed on the back of the levy payment notice. We urge you to read the minutes so you're aware of the issues discussed at the meeting and we also write to bring the following matters to your attention;

1. DO YOU HAVE APPROPRIATE CONTENTS & LANDLORDS INSURANCE?

Although many of the elements within your lot are protected by the Strata Building Insurance, we recommend that all owners effect Contents Insurance to protect those elements of your lot that are not covered by Building Insurance.

C.H.U. Australia's leading Strata Insurance provider is now offering comprehensive Common Contents and Landlord Insurance for owners in Strata Schemes.

For a quote and simply go to our website www.netstrata.com.au and follow the prompts.

2. YOUR OWNER PORTAL

You can obtain all the pertinent information relating to your scheme via your Owner Portal at www.netstrata.com.au. From here you are able to access;

- The Minutes Book for your scheme
- The current Financial Records for your lot
- The Insurance Certificate & P.D.S. for the scheme
- Maintenance Reports
- The Financial Records for your scheme
- The By-laws for your scheme
- R.P. Data Sales and Area Profile reports
- Update your personal information

3. BY-LAWS

You will note from the minutes that several new By-laws may have been passed for your strata scheme. The details of each of these new By-laws are specified in the minutes of the meeting and it is important that you read these By-laws so you are fully aware of how they affect your lot. All other By-Laws that were registered with the strata scheme remain unchanged. Should you have any questions regarding the By-Laws please don't hesitate to contact our office.

4. INSTALLATION OF SECURITY DEVICES

The security of the strata scheme and individual apartments is of paramount importance for all owners and residents at the scheme.

NSW legislation permits all owners to undertake the installation of additional locking devices, security screens or other security devices to their windows, front doors, balcony doors and garage doors to further secure their individual apartments, villas or townhouses. However, please note, any additional locking devices must adhere to current fire safety regulations – a licensed locksmith will be able to advise such regulations.

To further assist, we have developed an information guide called **Securing your Strata Title or Community Title Property**. This guide has been prepared in conjunction with our office and the NSW Police and provides owners with several useful tips surrounding communal security. For a copy of the guide, go to our website www.netstrata.com.au and search for "Securing your Strata Title or Community Title Property".

5. WANT TO FIND OUT MORE...?

To assist owners with the increasing complexity of strata scheme living, we offer a variety of newsletters explaining your rights and obligations of owning a strata property, including

- Building Security
- Maintenance Responsibilities
- Cleaning & Gardening Specifications
- Strata Building Insurance – How am I Covered?
- Strata Definitions
- Frequently Asked Questions

6. 24HR TRADE EMERGENCY SERVICES

Our office provides all owners with access to 24 hour Emergency Trade Services, simply call 1300 663 760 to access;

- Plumbing, Gas and Hot Water
- Glazing
- Automated Garage Doors and Security Gates
- Electrical
- Locksmiths
- Lift Breakdowns

We hope this information about your strata scheme proves helpful and look forward to working with you and all owners for the common amenity of the property.

Should you have any questions or require further information regarding these or any other matters of your strata scheme please do not hesitate to contact our office.

Sincerely,
NETSTRATA
Melissa Elliott

Melissa Elliott | Direct Line: **02 8567 6414** | Email: melissa.elliott@netstrata.com.au

MINUTES OF

Annual General Meeting

Strata Plan	
Meeting date	27/04/2023
Commenced	5:40 PM
Apologies	Nil
Pre Meeting Voting	Lot 64, Lot 34
In Attendance	Lot 7, Lot 8, Lot 9, Lot 19, Lot 29, Lot 32, Lot 38, Lot 43, Lot 48, Lot 49, Lot 50, Lot 52, Lot 55, Lot 56, Lot 70
Proxies	Lot 23 appointing Lot 32, Lot 26 appointing Lot 29
Corporate Authorisation	Nil
Guests	Nil
Quorum	The required Units of Entitlement were present, a quorum was formed
Chairperson	Melissa Elliott

MOTION 1. Confirm Previous Minutes	RESOLVED	that the minutes of the last general meeting were confirmed as a true and accurate account of the proceedings of that meeting. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 2. Confirm Financials	RESOLVED	that the Financial Statements as presented were adopted. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 3. Appoint an Auditor	RESOLVED	that an auditor will be appointed for the coming year. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 4. To confirm the A.F.S.S.	RESOLVED	that the owners considered the Annual Fire Safety Statement and that the Strata Managing Agent shall continue to co-ordinate the inspection process, erection of signage and necessary administrative processes to obtain the statement for the coming year. It was further resolved that the current fire safety contractor, MPK Fire Safety was considered competent by the Owners Corporation in accordance with the Environmental Planning and Assessment Amendment (Development Certification and Fire Safety) Regulation 2021. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 5. Consider Building Defects	RESOLVED	the Owners Corporation discussed the statutory warranty periods which apply to the waterproofing remedial works carried out by Brae Group and noted the following items for attention; - Potential leaching on rooftop courtyards; - Colourbond fence colour deterioration; - Paint finish of external facade (Princes Hwy Side) Vote: 19 Resolve, 0 Abstain, 0 Defeat Notes: The Strata manager was also requested to seek advice from Brad Obradovic of TB Solutions concerning the common area courtyard planterboxes that were not waterproofed and leak into the basement garage. Does this require further review for structural concerns or can the owner's corporation leave it as is.

MOTION 6. Confirm Insurances	RESOLVED	that the Owners Corporation's insurances as presented were confirmed. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 7. Approve Maintenance Schedule	RESOLVED	the Owners Corporation authorised Netstrata to proceed with the schedule of programmed maintenance as included in the Annual General Meeting (AGM) notice. Vote: 19 Resolve, 0 Abstain, 0 Defeat Notes: The Strata Manager will discuss the rodent baiting stations with the pest control company to ascertain if there is a "high usage" area that can be targeted to reduce the overall pest control cost.
MOTION 8. To pass Special By-Law - Lot Owner Charges	RESOLVED BY SPECIAL RESOLUTION	that the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass 'Special By-Law - Lot Owner Charges' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services. Vote: 100 % in favour
MOTION 9. Adopt Capital Works Plan	RESOLVED	that the Owners Corporation shall adopt the recommendation of the Capital Works fund plan in their annual budget. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 10. Confirm the Annual Budget	RESOLVED	that the proposed budget as presented be amended and accepted as Administration fund \$334,400.00 Inc GST and Capital Works fund \$88,000.00 Inc GST for the year commencing 01/03/2023 and that the first contributions become due and payable for both the Administrative and Capital Works fund in quarterly instalments on 04/06/23, 01/08/23, 01/11/23 & 01/02/24. Vote: 19 Resolve, 0 Abstain, 0 Defeat Notes: The owners present at the meeting adopted to pay the insurance premium over four (4) quarterly levies instead of five.
MOTION 11. Allow Payment Plans	DEFEATED	That the Owners Corporation WILL NOT allow payment plans. Vote: 7 Resolve, 0 Abstain, 12 Defeat

MOTION 17. Approve Netstrata to Submit Strata Hub Information Annually	RESOLVED	that the Owners Corporation authorised Netstrata to submit the required information onto the NSW Government portal (Strata Hub) to comply with the Strata Schemes Management Amendment (Information Regulation 2021) and shall provide the strata manager's contact details as the representative for the Strata Committee, Office Bearers and emergency contact for the scheme. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 18. Confirm Manager Report	RESOLVED	that the Owners Corporation reviewed and confirmed the Strata Managers report, Training Services and 3rd Party Commissions in accordance with Sections 55 & 60 of the Strata Schemes Management Act 2015. Vote: 19 Resolve, 0 Abstain, 0 Defeat
MOTION 19. To pass Special By-Law - Enforcement of By-Laws	RESOLVED BY SPECIAL RESOLUTION	that the Owners Corporation decided by Special Resolution pursuant to sections 136 & 141 of the Strata Schemes Management Act 2015 to pass 'Special By-Law - Enforcement of By-Laws' on the terms set out in the notice of this meeting, and that notification of the by-law be lodged for registration at NSW Land Registry Services. Vote: 97 % in favour

CLOSURE:

The meeting closed at

7:31 PM

Melissa Elliott

Chairperson

PROPOSED DATE FOR NEXT MEETING:

April 2024