

Minutes of the Committee Meeting of the Body Corporate for "CATHEDRAL PLACE CBC" Community Titles Scheme 106902 held on Tuesday 6 August 2013 at 6:00pm at the Meeting Room, "Cathedral Place", 41 Gotha Street, Fortitude Valley.

PRESENT IN PERSON

Todd Raumer, Paul Spicer, Cam Greenhalgh, Douglas Jasch, Byron Rabone

IN ATTENDANCE

Mary Reid & Rod McLaren representing Body Corporate Services Pty Ltd.

Peter Zunker – By invitation

Sean Bemrose – By invitation (Tony Bemrose Insurance Brokers)

Grace Mullins – Administration (Cathedral Place Caretaking)

CHAIRPERSON OF MEETING

Todd Raumer chaired the meeting.

QUORUM

The chairperson declared that a quorum was represented and the meeting was declared open at 6:05pm.

Note: Sean Bemrose from Tony Bemrose Insurance Brokers was invited by the Committee to attend the meeting and it was decided that the "Insurance" agenda item be discussed first.

INSURANCE

Sean Bemrose advised the Committee that as per the email that was circulated previously, SUU has requested that as part of its risk management process, that the body corporate engage a suitably qualified builder certifier to inspect and report on the compliance of the passive fire safety and containment system that were installed in the top floor apartments of the residential apartments towers at Cathedral Place. Sean Also advised that SUU suggested for the body corporate to engage Mr Stacy Kennedy however Sean Bemrose also advised that the Committee has the option of engaging a different certifier.

The following items were also discussed:

1. The Insurance policy expired on the 31st August 2013.
2. The insurance premium will increase
3. If no resolution is made by the committee, there may be a possibility that the insurance company will include an endorsement with the renewal to the extent that there may be no fire coverage for the top floors.

Todd Raumer asked Sean Bemrose if SUU is willing to look other options that the Committee can carry out as a management strategy, which would be to install sprinkler systems to each of the top floor units and common area at Cathedral Place. Sean Bemrose advised that he is happy to forward any options to SUU and seek their response.

Enhancing Community Living

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

Branches: (NSW): Sydney, Central Coast, Forster-Tuncurry, Miranda, Mona Vale, Newcastle, Tweed Heads, Willoughby, Wollongong
(QLD): Brisbane, Cairns, Coolangatta, Gold Coast, Mackay, Noosa, Port Douglas, Townsville
(VIC): Hawthorn, Melbourne

After a length discussion, the Committee RESOLVE to instruct Sean Bemrose please pursue with the insurers the option of installation of sprinkler systems on the top floor units and common area (Hallway) as management strategy and advise the Committee of the insurer's response.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

AND FURTHER, the Committee requested for Sean Bemrose to clarify with SUU regarding any possible grace period regarding this insurance matter.

Mary Reid to email Sean Bemrose the Committee's instructions.

CBC Representatives to advise their committees regarding the sprinkler system option.

NEW CBC REPRESENTATIVES

Mary Reid advised the Committee that BCS received correspondence regarding changes of committee representatives for the following BUP's:

Oxford & Cambridge (B/C Block) – Doris Engle has sold her unit and the Committee for Oxford and Cambridge has nominated Todd Raumer as their new CBC Representative.

Canterbury & Westminster (D/E Block) – Sam King has sold his unit and the Committee for Canterbury & Westminster has nominated Cam Greenhalgh as their new CBC Representative.

CONFIRMATION OF MINUTES

Procedural motion

That the minutes of the committee meeting held on 20/06/2013 be confirmed as a true and correct record of the proceedings at that meeting.

CARRIED Vote Yes 4 No 0 Abstain 2 (Cam Greenhalgh & Byron Rabone)

BUSINESS ARISING FROM MINUTES

Duhig (F Block) Fire Plan

Mary Reid advised the Committee that correspondence was emailed to Archers Body Corporate on the 1st July and that we are yet to receive a response. Douglas Jasch has advised that his Committee has formulated a response and that Archers will be sending this though to BSC shortly.

Master Key held by F-Block

Mary Reid advised the Committee that correspondence was emailed to Archers Body Corporate on the 1st July and that we are yet to receive a response. Douglas Jasch has advised that his Committee has formulated a response and that Archers will be sending this though to BSC shortly.

The Committee instructed Mary Reid to email Archers to request for a response regarding the above and should one not be received within 24 hours; the body corporate will consider starting legal action

CBC FINANCIAL STATUS

Peter Zunker advised that as per his previous email, an excel spread sheet of the clearing account was circulated to all the committee members which states amounts that the CBC will be invoicing to each respective BUP's.

It was RESOLVED by the Committee to raise invoices in respect of the excel spreadsheet that Peter Zunker circulated on the 5th August 2013.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

SUCCESS LAW

It was RESOLVED by the Committee to instruct Success Law that NO FURTHER ACTION is to be taken regarding the Statement of Claim for the painting recovery.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

AND that as the mediation with Cathedral Village is progressing regarding the levy arrears; Success Law is to be instructed that no action is required at this stage.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

AND FURTHER that Success Law be advised to await CBC instructions prior to any work being carried out on behalf of Cathedral Place Committee.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

RAISING OF FUNDS

The Committee RESOLVED that no further action is to be taken regarding this matter.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

REQUEST FROM CATHEDRAL VILLAGE UNIT OWNER – UNIT 28 – FOR A CAR PARK BAY IN THE VISITORS CAR PARK

Byron Rabone advised that the Unit owner no longer requires this car park space.

CORRESPONDENCE SENT TO ARCHERS DATED 01/07/2013 – RETURN OF THE MASTER KEY TO THE CBC BY F-BLOCK

This has been discussed in "Business Arising from Minutes"

CORRESPONDENCE SENT TO CATHEDRAL VILLAGE VIA B. RABONE DATED 01/07/2013 – MEDIATION BETWEEN CBC AND CV REGARDING OUTSTANDING LEVIES.

Peter Zunker advised that the mediation meeting between CBC and Cathedral Village occurred last Saturday, 3 August 2013. At the meeting, Cathedral Village requested clarification regarding some charges to them in the unrestricted account.

It was RESOLVED that BCS is to provide CVBC with information regarding the unrestricted accounts for levies that are currently arising.

CARRIED Vote Yes 6 No 0 Abstain 0

AND FURTHER that the Committee Ratifies the mail that was sent to Thomas Adames of Gadens Lawyers by the CBC Chairperson, Todd Raumer, advising Gardens that the CBC Committee has no objections in proceeding with the case and NOT to have a retrial.

CARRIED Vote Yes 6 No 0 Abstain 0

GENERAL BUSINESS

Building Managers report

These are attached to this minute

Car Park Fencing

The Committee RESOLVED to approve to have the fencing in the car park near the H block for secure parking for the tradespeople carrying out the rectification of the H Block. AND FURTHER that the contractors that are installing the fencing is responsible to return the area in its original state after.

CARRIED Vote Yes 1 No 0 Abstain 1 (Byron Rabone)

Roof Cleaning

The Committee agreed that this item in the building manager's report is required to be carried out as soon as possible and approved for the cost not to exceed \$3,000.00. Mary Reid to clarify with Peter Zunker regarding how it is best to levy this item to the BUP's.

CARRIED Vote Yes 6 No 0 Abstain 0

Gym Equipment

The Committee RESOLVED that the gym equipment that is currently not working to be removed and a list of these items be forwarded to BCS.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

Car Park Signage

The Committee RESOLVE to update the wording of the signs located in the car park using the same style as the previous ones.

CARRIED Vote Yes 5 No 0 Abstain 1 (Byron Rabone)

Intercom

Report is attached to this minute.

Security Issues On F-Block

Douglas Jasch advised that this was rectified on the 3/08/2013.

Relocation Of The Caretakers Office.

Paul Spicer advised that there was no communication circulated regarding the relocation of the caretakers' office. The caretaker advised that the approval was given for the demountable office to be situated in the loading area by the Notre Dame Committee previously. As the demountable office is still situated within the loading bay, although in a different side, it's relocation was presumed to be within the scope of the approval. Caretaker advised that should there be any changes in the future; correspondence will be circulated to the committee beforehand.

Caretakers Car Parked In The Loading Bay Area

Paul Spicer advised that the caretakers' car has been seen parked in the loading bay area a few times for an extended period. The Caretaker advised there has been a couple of instances wherein he has left his vehicle in the loading area after attending to all the maintenance required at Cathedral Place. The caretaker advised that he will endeavour not to leave his vehicle in the loading bay area in the future.

Honarium For Committee Members

Mary Reid was instructed to look into legislation regarding committee members being paid an honorarium for all the work they have to carry out for the Body Corporate.

Invoice From Peter Zunker

It was RESOLVED by the Committee to approve the consultancy invoice from Peter Zunker totalling \$3,503.50 incl GST.

CARRIED Vote Yes 5 No 0 Abstain 1 (Paul Spicer)

Paul Spicer had to leave the meeting at 7:55pm

Brian Treweek

The Committee would like to acknowledge all the hard work and commitment that Brian Treweek has done in relation to his work as the car park attendant at Cathedral Place and it was RESOLVED by the Committee that flowers are to be sent to Brian Treweek's wife to extend the committee's condolences on his recent passing.

CARRIED Vote Yes 5 No 0 Abstain 0

CLOSURE

There being no further business the chairperson declared the meeting closed at 8:00pm.

DRAFT