EMERALD LAKES - THE QUAYS
CTS 33891

MINUTES OF THE EXTRAORDINARY GENERAL MEETING OF THE OWNERS OF **"EMERALD LAKES – THE QUAYS"** CTS 33891 HELD ON TUESDAY, 5 DECEMBER 2023 AT 6.00 IN THE COMMUNITY ROOM, 3030 THE BOULEVARD, CARRARA

COMMENCEMENT: The meeting commenced at 6.00pm

PRESENT IN PERSON: Marianne Lane, Lorraine Newlyn, Barbara Mandile, Kaye Glover, Dennis Waterford, Andries Doves, Susan Doves, Gerald Dutton, Ronald McKnight, Carolyn McKnight

LOTS REPRESENTED:

Lot Number	*Owner Representation*
3002	Lupo & Anne Iannotti – By electronic vote
3004	Bradley Leighton & Amanda Stamp – By electronic vote
3005	Peter Gordon & Sharron Davidson – By electronic vote
3006	Andries & Susan Doves – In person
3007	Barbara Mandile – In person & supported by electronic vote
3009	Graham Proctor – By electronic vote
3014	Keith & Maureen Durden – By electronic vote
3015	Robert & Kate Finlay – By electronic vote
3018	Gail Durden - By electronic vote
3024	Maureen Ann Leeson - By electronic vote
3030	Dennis & Susan Waterford – Represented by Dennis Waterford
3032	Reginald & Christine Mathew - By voting paper
3037	Beverley Hanly - By voting paper
3040	Victor Bowman & Jennifer Lougoon - By electronic vote
3043	Gabriel Tilyard - By proxy in favour of Dennis Waterford
3050	Anthony Dunley - By electronic vote
3051	Elizabeth Czaplinski - By electronic vote
3052	Kay Austin - By electronic vote
3055	David & Lisa Palmer - By electronic vote
3058	Darren & Lisa Sapwell - By electronic vote
3071	Mia Thomas - By electronic vote
3073	Denise McElroy - By electronic vote
3075	Anthony Sanders & Noeleen Kersey - By voting paper
3079	Gillian Selby - By proxy in favour of Kaye Glover
3081	Robert Noonan - By electronic vote

3095	Maria (Marianne) Lane – In person
3096	Karen Heslop & Victor Cantoni - By electronic vote
3097	Daniel Serg Michel Palau - By proxy in favour of Kaye Glover
3098	Kaye Glover – In person & supported by electronic vote
3099	Lynette Brodbeck - By electronic vote
3100	Lorraine Newlyn – In person & supported by electronic vote
3109	Gerald Dutton – In person
3112	Ronald & Carolyn McKnight – In person & supported by electronic vote
3113	Roy & Claire Flavel - By electronic vote

IN ATTENDANCE: Lisa Tichborne and Andrew McGregor for Stansure Strata
Jessica Christiansen

APOLOGIES: Sandra Zouroudis – Lot 3017
Elizabeth Czaplinski – Lot 3051

CHAIRPERSON OF THE MEETING: Marianne Lane chaired the meeting.

MOTIONS:

The owner of Lot 3002 chose not to vote on Motion 3(b).
The Owner of Lot 3006 chose not to vote on all motions.
The Owner of Lot 3007 chose not to vote on Motions 3(a) & 3(b).
The Owner of Lot 3009 chose not to vote on Motion 2(b).
The Owner of Lot 3014 chose not to vote on Motions 2(a), 2(b) & 6.
The Owner of Lot 3024 chose not to vote on Motions 2(a), 3(a) & 4.
The Owner of Lot 3030 chose not to vote on Motions 2(a) & 2(b).
The Owner of Lot 3032 chose not to vote on Motion 1.
The Owner of Lot 3037 chose not to vote on Motion 3(a).
The Owner of Lot 3043 chose not to vote on Motions 2(a) & 2(b).
The Owner of Lot 3050 chose not to vote on Motion 3(b).
The Owner of Lot 3051 chose not to vote on Motions 2(b), 3(a), 3(b), 6 & 7.
The Owner of Lot 3058 chose not to vote on Motion 3(a).
The Owner of Lot 3079 chose not to vote on Motion 3(a).
The Owner of Lot 3081 chose not to vote on Motions 2(b), 3(b), 4 & 6.
The Owner of Lot 3097 chose not to vote on Motion 3(a).
The Owner of Lot 3098 chose not to vote on Motion 3(a).
The Owner of Lot 3100 chose not to vote on Motions 2(b) & 3(b).

Motion No.	Motion	Vote
1.	**Confirmation of Minutes (Ordinary Resolution)** **Submitted by: Committee** **Resolved** that the minutes of the Extraordinary General Meeting held on 22 August 2023 are a true and accurate account of the proceedings at the meeting.	**Carried** Yes - 19 No - 1 Abstain - 12

Motion No.	Motion	Vote
2.	**MOTIONS 2a & 2b ARE SAME ISSUE MOTIONS** **Drone Roof Inspection - Roof Project 2024/2025**	
2a.	**Independent Roof Inspections Pty Ltd (Ordinary Resolution)** **Submitted by: Committee** **Resolved** that the Body Corporate for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation dated 19 September 2023 from Independent Roof Inspections Pty Ltd totalling $16,830.00 (GST Incl.) to conduct a Comprehensive Drone Roof Inspection Service as outlined in the attached and that the Caretaker be appointed to liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works, from funds currently held in the Sinking Fund.	**Carried** Yes - 21 No - 5 Abstain - 2
2b.	**National Roof Inspections (Ordinary Resolution)** **Submitted by: Committee** **Motion defeated** that the Body Corporate for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #Q001030 from National Roof Inspections totalling $17,105.00 (GST Incl.) to conduct a drone roof inspection and provide report for all roof components as outlined in the attached and that the Caretaker be appointed to liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works, from funds currently held in the Sinking Fund.	**Defeated** Yes - 7 No - 17 Abstain - 2
3.	**MOTIONS 3a & 3b ARE SAME ISSUE MOTIONS** Waterproofing and Tiling on Shared Landing 3306, 3307, 3308 & 3309 Central Place	
3a.	**Building Rectification Services (Ordinary Resolution)** **Submitted by: Committee** That the Body Corporate for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation #15116 from Building Rectification Services totalling $13,420.00 (GST Incl.) to remove and replace tiles and waterproofing membrane on the shared landing of 3306, 3307, 3308 & 3309 Central Place and that the Caretaker be appointed to liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works, from funds currently held in the Sinking Fund.	***Qualifying Motion*** Yes - 13 No - 6 Abstain - 6

Motion No.	Motion	Vote
3b.	**Michael Smallbone (Ordinary Resolution)** **Submitted by: Committee** **Resolved** that the Body Corporate for Emerald Lakes – The Quays CTS 33891 accept the attached Quotation from Michael Smallbone totalling $13,577.08 (GST Incl.) to remove and replace tiles and waterproofing membrane on the shared landing of 3306, 3307, 3308 & 3309 Central Place and that the Caretaker be appointed to liaise with the contractors and that Stansure Strata be authorised to effect payment immediately upon receipt of the Tax Invoice for completed works, from funds currently held in the Sinking Fund.	*Pursuant to Section 79(6) of the Accommodation Module Regulation, Motion 3(b) is determined as the Body Corporate's decision as it received more yes votes than Motion 3(a).* **Carried** ***Qualifying Motion*** Yes - 19 No - 6 Abstain - 2
4.	**Administrative Fund Cashflow - Special Levy (Ordinary Resolution)** **Submitted by: Committee** **Resolved** that the Body Corporate for Emerald Lakes – The Quays CTS 33891 agree to raise an **<u>Administrative Fund Special levy totalling $11,932.50 being $105.60 per Contribution entitlement</u>** for cash flow purposes to cover the shortfall within the Administrative Fund budget as a result of the increased costs of the PBC Shared Facilities, to be due and payable on demand by the Treasurer on 15 January 2024.	**Carried** Yes - 14 No - 12 Abstain - 5
5.	**Change to Quorum Percentage Required for General Meetings (Special Resolution)** **Submitted by: Committee** **Resolved** that the Body Corporate for Emerald Lakes – The Quays CTS 33891 in accordance with Section 89 (4) of the Accommodation Module agree to reduce the percentage of voters required for a quorum for general meetings from 25% of the number of Lots to 15% of the number of Lots.	**Carried** Yes - 19 No - 9 Abstain - 5
6.	**Committee Election Open Ballot (Ordinary Resolution)** **Submitted by: Committee** **Resolved** that all future voting procedures for "ballots" for Committee Election be conducted under "open ballot" pursuant to the Body Corporate and Community Management Act 1997 unless this resolution is rescinded at another general meeting.	**Carried** Yes - 23 No - 1 Abstain - 6

Motion No.	Motion	Vote
7.	**Insurance Valuation (Ordinary Resolution)** **Submitted by: Committee** **Resolved** that the Body Corporate agree to engage QIA Group Pty Ltd to prepare an Insurance Valuation for insurance purposes in accordance with Accommodation Module Reg 190(2) of the Body Corporate and Community Management Regulations, at an approximate cost to the body corporate of $1,443.00 (GST incl.) and payment is to be taken from funds presently held in the administrative fund and there will be a further service fee of $55.55 payable to Stansure Strata associated with the obtaining of this report. The existing Insurance Valuation is dated 17 February 2021.	**Carried** Yes - 28 No - 2 Abstain - 2

ELECTION OF COMMITTEE:

The following positions were filled by Owners:

Chairperson/Secretary: Marianne Lane – Lot 3095

Treasurer: Lorraine Newlyn – Lot 3100

Ordinary Members: Barbara Mandile – Lot 3007
Kaye Glover – Lot 3098
Jeffrey Revell – Lot 3111

CONCLUSION: The meeting concluded at 6.35pm.

SECRETARY: Marianne Lane

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