



EMERALD LAKES - THE QUAYS CTS 33891

MINUTES OF COMMITTEE MEETING OF THE BODY CORPORATE FOR "EMERALD LAKES - THE QUAYS"
CTS 33891 HELD ON TUESDAY, 30 APRIL 2024 AT 6.00PM IN THE COMMUNITY ROOM,
3030 THE BOULEVARD, CARRARA

QUORUM: Babara Mandile was appointed to Chair the meeting and declared that a quorum existed and opened the meeting

COMMENCEMENT: The meeting commenced at 6.00pm

MEMBERS PRESENT: Lorraine Newlyn, Barbara Mandile, Kaye Glover, Jeffery Revell, Ronald McKnight

LOT OWNERS PRESENT: 3005 The Boulevard – Andries & Sue Doves
3011 The Boulevard – Kathryn Payten
3068 Quay South Drive – Carolyn McKnight
3082 The Boulevard – Robert Noonan
3102 The Boulevard – Fiona Day
3103 The Boulevard – Christine Mathew

PROXIES: Nil

IN ATTENDANCE: Tania Moore and Anthony Hall-Fong of Stansure Strata
Jessica Christiansen for Emerald Lakes Residential

APOLOGIES: Committee Member - Marianne Lane
3201 Central Place - Beverley Hanly

MINUTES:

It was resolved that the minutes of the meetings held:

Committee Meeting – 31/10/2023
Vote Outside Committee Meeting – 29/01/2024
Vote Outside Committee Meeting – 20/03/2024

as recorded in the body corporate's minute book are a true and accurate account of the proceedings at that meeting.

CARRIED – 5 Yes 0 No 0 Abstain

BUSINESS ARISING:

Nil



FINANCIAL STATEMENTS & BUDGETS:

The Statements of Income and Expenditure for the period 1 April 2023 to 31 March 2024 were tabled.

The Administrative Fund had a total income of \$701,412.87 and an expenditure of \$657,961.57, resulting in a surplus of \$43,451.30. With the balance carried forward from the previous year, the Administrative Fund balance as at 31 March was \$65,039.69.

The Sinking Fund had a total income of \$278,212.56 and an expenditure of \$236,000.37, resulting in a surplus of \$42,212.19. With the balance carried forward from the previous year, the Sinking Fund balance as at 31 March 2024 was \$695,431.30.

CARRIED – 5 Yes 0 No 0 Abstain

Tania Moore tabled the Administrative Fund and Sinking Fund budgets for the period 1 April 2024 to 31 March 2024.

Administration Fund Budget:

A discussion was held in relation to the Administrative fund budgets presented to the Committee and the members present approved the Administrative fund budget for presentation to all owners on the Annual General Meeting Agenda.

Sinking fund Budget:

A lengthy discussion was held in relation to the Sinking Fund budgets presented to the Committee. It was resolved that an additional allowance of \$15,000.00 nett be included into the proposed budget for reparation of rust and corrosion to the most affected garage doors at the complex.

With the abovementioned changes, the members present approved the Sinking fund budget for presentation to all owners on the Annual General Meeting Agenda.

CARRIED – 5 Yes 0 No 0 Abstain

RATIFICATION OF EXPENDITURE:

The members present ratified the Committee's decision to proceed with the following expenditure:

Contractor	Invoice #	Quotation #	Amt. (inc GST)	Description	@ Site Address	Admin/Sinking
Universal Garage Doors	25418		\$610.00	Replacement of Garage Door Motor	3001 The Boulevard	Sinking Fund
Universal Garage Doors	25426		\$610.00	Replacement of Garage Door Motor	3049 The Boulevard	Sinking Fund
Universal Garage Doors	25440		\$610.00	Replacement of Garage Door Motor	3085 Quay South Drive	Sinking Fund
Michael Smallbone		180	\$7,471.20	Gutter Replacement & scaffolding	3053,3065 & 3066 Quay South Drive	Sinking Fund
Michael Smallbone	200	179	\$660.00	Additional Decktite Repairs	Building 10/3011 The Boulevard	Sinking Fund
Michael Smallbone		178	\$660.00	Additional Decktite Repairs	3000 The Boulevard	Sinking Fund
Michael Smallbone	205	182	\$2,200.00	Additional Decktite Repairs	3308/3309 The Boulevard	Sinking Fund
Michael Smallbone	203	186	\$825.00	Additional Gutter Cleaning	3202-3204 Central Place	Sinking Fund
Michael Smallbone		187	\$14,248.09	Waterproofing & Repairs	3302 Central Place	Sinking Fund
Michael Smallbone	206	183	1,092.30	gutter cleaning, re-fix & sealing of gutter end cap and clean the exterior wall	3004 The Boulevard	Sinking Fund
Michael Smallbone		197	3,236.20	Roof Repairs - Water Ingress	3053 Quay South Drive	Sinking Fund

CARRIED – 5 Yes 0 No 0 Abstain



APPLICATIONS FOR AGM APPROVALS (Solar Panels & Others):

The members considered and approved the following applications for inclusion on the Annual General Meeting agenda:

Property	Type	Quote/Details provided
3069 Quay South Drive	Solar Panel Installation	Yes
3068 Quay South Drive	Solar Panel Installation	Yes
3305 Central Place	Solar Panel Installation	Yes
3304 Central Place	Solar Panel Installation	No details provided by owner
Other		
3068 Quay South Drive	Outdoor Blinds	Yes
3006 The Boulevard	Tiling/Concreting EUA	Yes

CARRIED – 5 Yes 0 No 0 Abstain

CARETAKER'S REPORT:

Jessica Christiansen tabled a detailed report and addressed the meeting on the status of all maintenance and repair projects, completed and/or in progress, which is attached to the minutes of this meeting.

Quotations tabled by Caretaker and approved:

Contractor	Quote #	Amount	Description	Fund
Michael Smallbone	196	1,996.50 inc GST	3008 The Boulevard - Cracking to Blockwork Wall	Sinking
Michael Smallbone	195	3,025.00 inc GST	3069 Quay South Drive - Damaged Render Wall	Sinking
Michael Smallbone	139	3,351.37 inc GST	7/3208 Central Place - Rotted Beams	Sinking
Michael Smallbone	184	6,652.58 inc GST	3202 Central Place – Cracking on Underside of Building	Sinking
Provac		1,850.00 inc GST	3202 Central Place – Removal of Soil	Sinking

CARRIED – 5 Yes 0 No 0 Abstain

Rust & Corrosion Garage Doors Project

A discussion was held in relation to the quotations presented by the Caretaker for garage door reparation for rust corrosion. The Caretaker to conduct a walk through with the Committee to review all doors and compile a list of the most affected garage doors. An allowance of up to \$15,000.00 (nett) has been included in the Sinking Fund budget.

CARRIED – 5 Yes 0 No 0 Abstain

Cracking – 3202/3201 Central Place:

A lengthy discussion was held in relation to the quotations presented by the Caretaker for the cracking of the underside of the building and responsibility for remediation of failed waterproofing membrane. The majority members present agreed this was a body corporate responsibility and to progress the quotations received.

CARRIED – 4 Yes 1 No 0 Abstain



Cracked Render – 3069 Quay South Drive:

A discussion was held in relation to the quotation presented by the Caretaker for reparation of the block wall. The majority members present agreed this was a body corporate responsibility and to progress the quotation received.

CARRIED – 3 Yes 2 No 0 Abstain

ANNUAL GENERAL MEETING AGENDA & DATE:

A discussion was held in relation to the AGM agenda presented and the members present approved distribution to all owners with the budget changes as approved at this meeting and the addition of motions for the approvals as listed under Applications for AGM approvals in this meeting.

The Annual General Meeting has been set down to be held in The Community Room, 3030 The Boulevard, Carrara on Tuesday, 11 June 2024 commencing at 5.30pm. Owners attending the meeting must be registered by 5.15pm for meeting commencement at 5.30pm.

GENERAL BUSINESS:

Request for Approval for Pavers 3011 The Boulevard

A discussion was held in relation to the request received from the owner of 3011 The Boulevard to install pavers in their exclusive use area.. The owner present at the meeting, addressed the members and advised that the cost of these works would not exceed \$3,000. The members present requested the owner provide a copy of the quotation for their further consideration of this request.

Bathroom Renovations 3014 The Boulevard

A discussion was held in relation to the correspondence received from the owner in relation to bathroom renovations and requesting permission for a skip bin. Stansure Strata were requested to write to the Principal Scheme Strata Manager requesting permission for this owner to use the visitor parking space for the skip bin once the Caretaker has provided the PBC Chairperson's contact details.

Further discussion was held in relation to the owners advices regarding suspected water damage and the Committee requested the Caretaker arrange for Michael Smallbone to inspect the property and provide a report.

Correspondence from A Doves

A lengthy discussion ensued in relation to the correspondence from Andy Doves tabled by Chris Mathew and the Strata Manager addressed the meeting on the matters raised in this correspondence. Chris Mathew advised the meeting that she accepted the explanation provided.

CONCLUSION: The meeting concluded at 7.25pm.

SECRETARY: Marianne Lane

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