Body Corporate Services Pty Ltd
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11 Jan 2024

Annual General Meeting

BODY CORPORATE FOR PARADISE CREST
COMMUNITY TITLES SCHEME 23698
62 VICTOR STREET

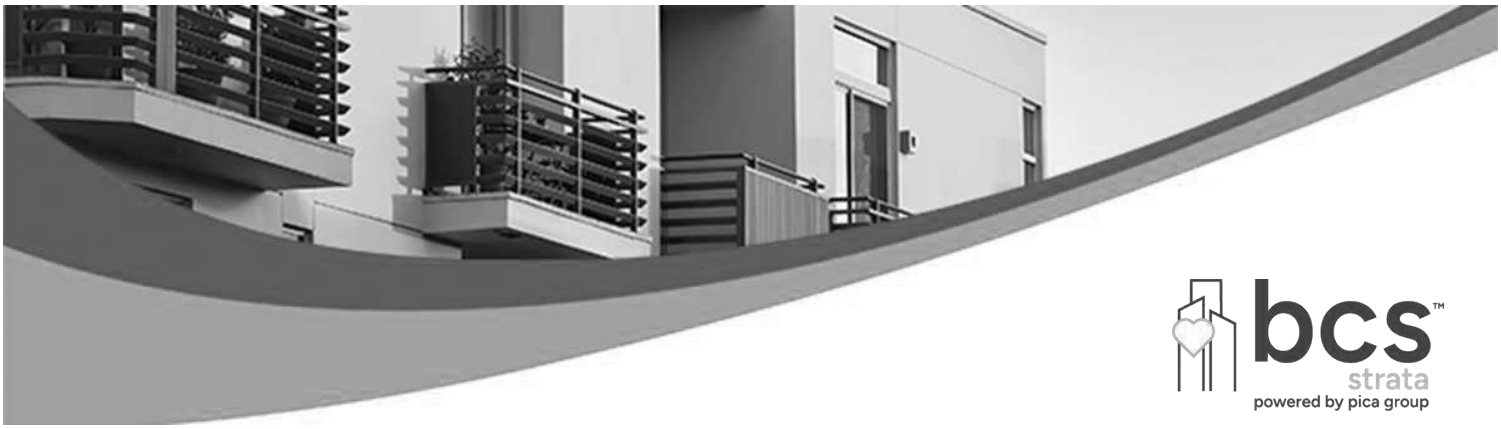
Dear Owner

Please find enclosed the **minutes** of the recently held general meeting for PARADISE CREST CTS 23698.

We ask that you read the minutes carefully as the matters considered impact the running of your Body Corporate.

If you require any further information or assistance in relation to the meeting outcomes, you are welcome to contact our office.

Regards
David Lanham



MINUTES – GENERAL MEETING

BODY CORPORATE FOR PARADISE CREST
COMMUNITY TITLES SCHEME 23698
62 VICTOR STREET

These are the minutes of the **Annual General Meeting** for the Body Corporate for **PARADISE CREST Community Titles Scheme 23698** held **Gazebo Area 62 VICTOR STREET, RUNCORN, QLD, 4113; Video Conference: https://meet.bcssm.com.au/230317426** commencing at **05:30pm on 08 Feb 2024.**

Lots Represented

Lot No		
4	(Helen) Pei Chun Lee	Owner present
8	Daniel Hinson	Owner present (pre-voted)
11	Nicole Beckwith	Electronic vote
12	Adrian Scott	Paper vote
14	Nicholas John Pearson	Owner present
15	Michelle Smith	Electronic vote
18	Robert Mcglinn	Electronic vote
20	Tanya Tabolkina	Owner present via teleconference arrived 5:53pm
23	Tomoko Hurrell	Owner present
25	Chansokreaksmey Kuoy, Rours Hin	Owner present
26	Jean-Christophe Louis Bonavia	Owner present
27	Victor A	Electronic vote

Apologies

Michelle Smith

In Attendance

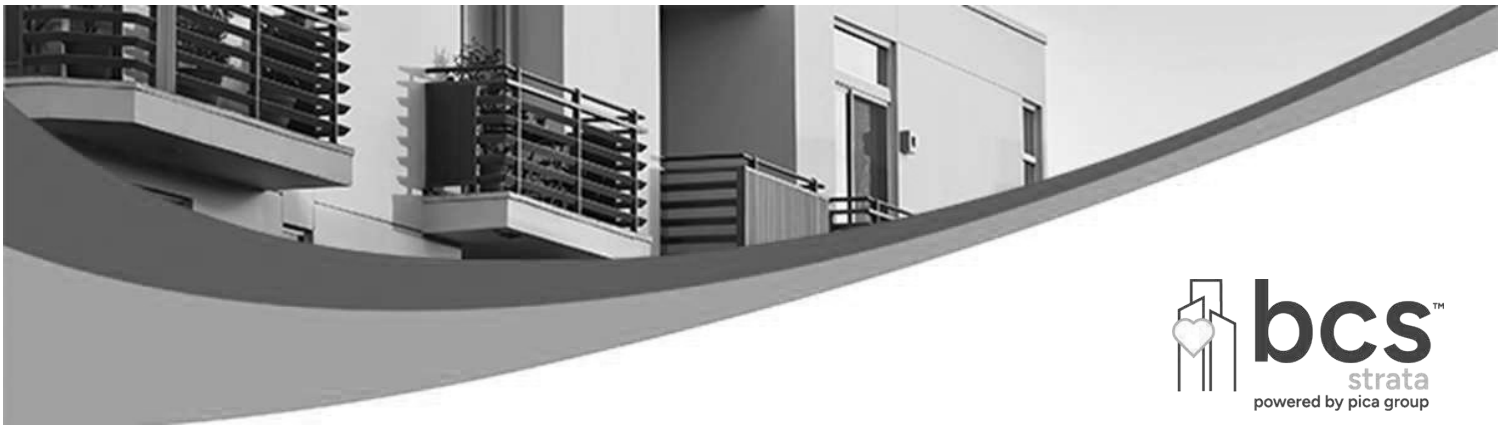
David Lanham representing Body Corporate Services Pty Ltd.

Chairperson of Meeting

Nicholas Pearson chaired the meeting.

Voting Papers

The Chairperson declared that the valid voting papers be accepted.



Quorum

The chairperson declared that a quorum was represented, and the meeting was declared open at 05:20 PM.

Open Motions

1 Confirmation of Minutes — **Ordinary Resolution**

Statutory Motion

That the minutes of the annual general meeting held on 24/01/2023 be confirmed as a true and correct record of the proceedings at that meeting.

Motion CARRIED.	Yes 6	No 0	Abstain 4	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

2 Adoption of Statement of Accounts — **Ordinary Resolution**

Statutory Motion

That the Audited statement of accounts for the administrative and sinking funds for the year ending 31/10/2023 attached to the agenda be adopted.

Motion CARRIED.	Yes 8	No 0	Abstain 2	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

3 No Audit — **Special Resolution**

Statutory Motion

That the Body Corporate's statement of accounts for the financial year 01/11/2023 to 31/10/2024 NOT be audited.

*NOTE: If you want the accounts to be audited, vote 'no'; if you do not want the accounts to be audited, vote 'yes'.'

Motion CARRIED.	Yes 8	No 1	Abstain 1	Invalid 1

Invalid Vote Reasons

1 invalid vote – 1 x Non-financial

4 Appointment of Auditor — **Ordinary Resolution**

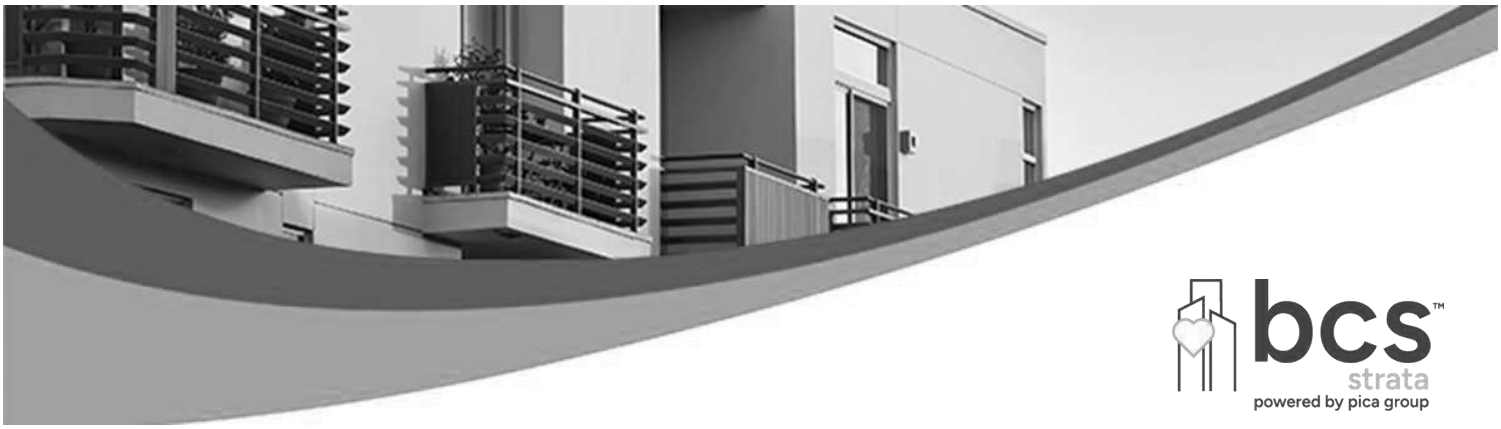
Statutory Motion

That the Body Corporate AGREES that the statement of accounts for the financial year 01/11/2023 to 31/10/2024 be audited, the proposed auditor being Kelly & Partners.

Motion lapsed as No Audit was CARRIED

Invalid Vote Reasons

1 invalid vote - Non-financial



5 Adoption of Administrative Fund Budget and Fixing of Contributions Ordinary Resolution

Statutory Motion

That the administrative fund budget for the financial year ending 31/10/2024, which totals $70,020.00 including GST, be adopted with contributions levied by 4 instalments, as follows:

Period From	Period To	Due	Admin Fund	Per Lot Ent.
01/11/2023	31/01/2024	01/11/2023	$12,125.00	$60.62
01/02/2024	30/04/2024	01/02/2024	$12,125.00	$60.62
01/05/2024	31/07/2024	01/05/2024	$22,885.00	$114.42
01/08/2024	31/10/2024	01/08/2024	$22,885.00	$114.42
			$70,020.00	**$350.10**

Total lot entitlements 200 with each lot entitlement attracting a levy of $350.10 including GST, during the current financial year.

And further that the committee may issue an interim levy for the first levy period(s) of the following financial year.

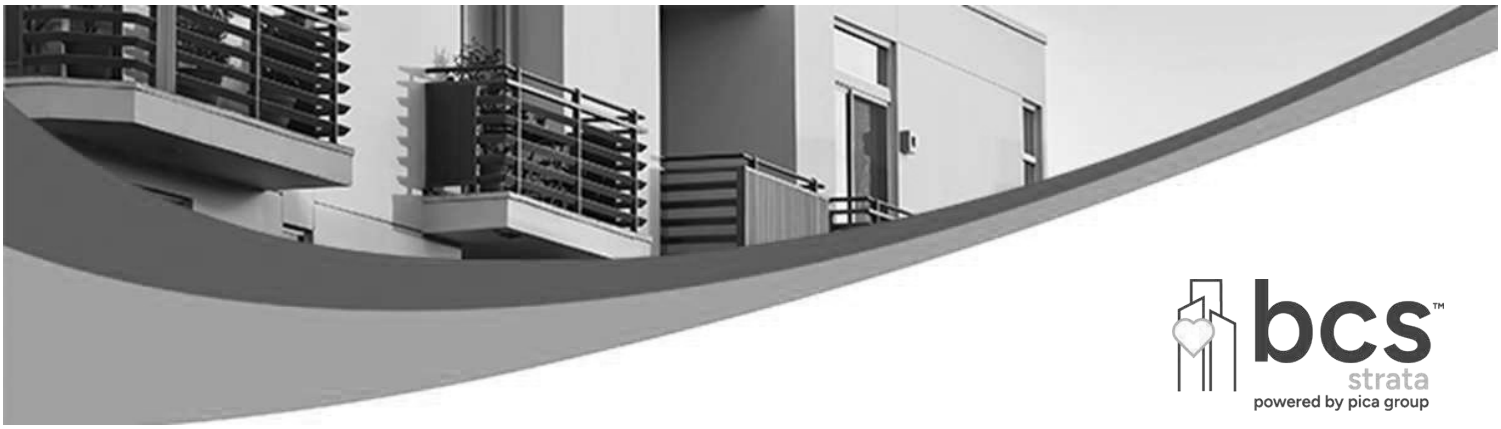
Interim Periods

Period From	Period To	Due	Admin Fund	Per Lot Ent.
01/11/2024	31/01/2025	01/11/2024	$17,505.00	$87.52
01/02/2025	30/04/2025	01/02/2025	$17,505.00	$87.52
			$35,010.00	**$175.05**

Motion CARRIED. Yes 9 No 1 Abstain 1 Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial



6 Adoption of Sinking Fund Budget and Fixing of Contributions **Ordinary Resolution**

Statutory Motion

That the sinking fund budget for the financial year ending 31/10/2024, which totals $8,653.00 including GST, be adopted with contributions levied by 4 instalments, as follows:

Period From	Period To	Due	Sinking Fund	Per Lot Ent.
01/11/2023	31/01/2024	01/11/2023	$1,625.00	$8.12
01/02/2024	30/04/2024	01/02/2024	$1,625.00	$8.12
01/05/2024	31/07/2024	01/05/2024	$2,701.50	$13.51
01/08/2024	31/10/2024	01/08/2024	$2,701.50	$13.51
			$8,653.00	**$43.26**

Total lot entitlements 200 with each lot entitlement attracting a levy of $43.26 including GST, during the current financial year.

And further that the committee may issue an interim levy for the first levy period(s) of the following financial year.

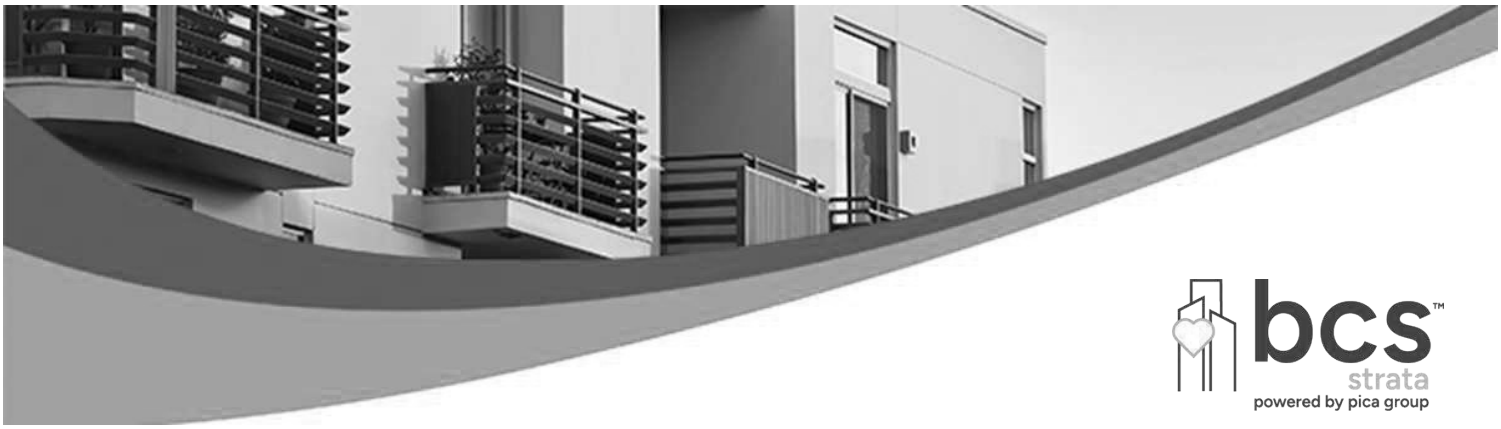
Interim Periods

Period From	Period To	Due	Sinking Fund	Per Lot Ent.
01/11/2024	31/01/2025	01/11/2024	$2,163.25	$10.82
01/02/2025	30/04/2025	01/02/2025	$2,163.25	$10.82
			$4,326.50	**$21.63**

Motion CARRIED. Yes 10 No 0 Abstain 1 Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial



7 Confirmation of Insurance — Ordinary Resolution

Statutory Motion

That for the purposes of the body corporate insurance renewal, and on the basis of the policy set out below, the insurances be confirmed and that Body Corporate Services Pty Ltd be authorised to obtain quotations and renew the insurances for the next twelve month period unless instructed to the contrary by the committee.

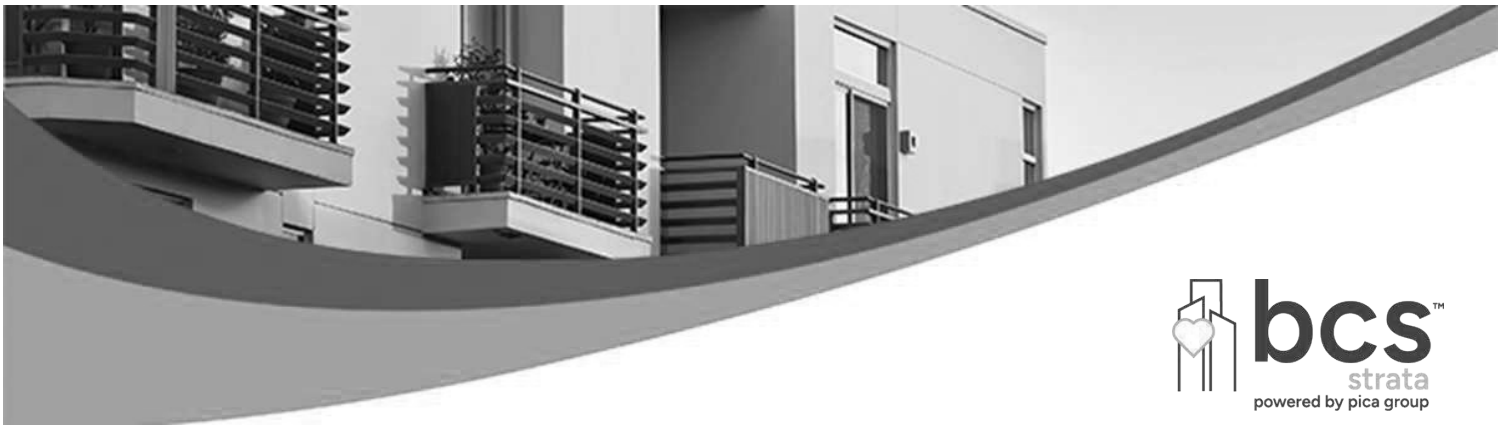
Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
06S8359439	STRATA UNIT UNDERWRITERS	31 Jan 2024	Property, Death and Injury (Public Liability)	$20,000,000.00
			Office Bearers Liability Insurance	$1,000,000.00
			Fidelity Guarantee Insurance	$100,000.00
			Damage (i.e. Building) Policy	$13,070,000.00
			Building Catastrophe	$1,960,500.00
			Lot Owner's Fixtures and Improvements	$250,000.00
			Loss of Rent	$1,960,500.00
			Appeal Expenses	$100,000.00
			Fusion Cover	Up to $5,000.00
			Flood	$13,070,000.00
			Legal Defence Expenses	$50,000.00
			Government Audit Costs	$25,000.00
			Floating Floors	Included
			Voluntary Workers Insurance	$200,000.00 / $2,000.00
TOTAL PREMIUM: $30,487.21				

Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
WBA941003307	WORKCOVER QUEENSLAND	30 Jun 2023	Workers Compensation Insurance	MIN COVER
TOTAL PREMIUM: $200.00				

Motion CARRIED. Yes 11 No 0 Abstain 0 Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial



8 Engagement of Contractors **Ordinary Resolution**

Submitted by Committee

The Body Corporate acknowledges that the Strata Manager will not issue a Work Order or engage any Contractors for the provision of any goods or services, unless they have complied with the Minimum Requirements as defined in the explanatory note.

Motion CARRIED. Yes 11 No 0 Abstain 0 Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

9 Debt Management **Ordinary Resolution**

Submitted by Committee

THAT in accordance with the Body Corporate and Community Management legislation, if a contribution or contribution instalment is not paid by the date for payment, the Body Corporate recover each of the following amounts as a debt:

(a) the amount of the contribution or instalment;
(b) any penalty for not paying the contribution or instalment;
(c) any costs (recovery costs) reasonably incurred by the Body Corporate in recovering the amount, to the fullest extent allowable by the legislation;

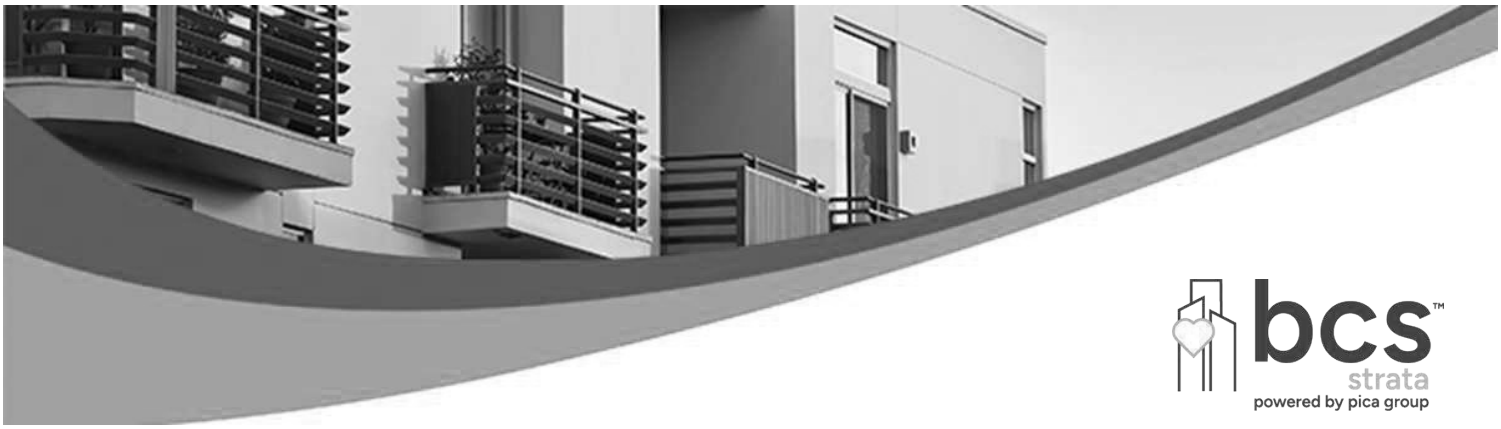
AND that the Strata Manager is instructed to progress recovery on each and every lot with a contribution or contribution instalment unpaid by the date for payment in accordance with the following procedure unless instructed to the contrary by the committee, and further that the costs to the Body Corporate are on-charged to the lot debtor:

Debt Management Table			
Steps	Time Line	Event / Test	Action Required
	Contribution due date		
1	plus (minimum) 15 days	Contribution payment unpaid (amount of $500 or more).	Issue Reminder Contribution Notice
2	plus (minimum) 27 days	Contribution payment unpaid (amount of $500 or more).	Issue 1st reminder letter
3	plus (minimum) 39 days	Contribution payment unpaid (amount of $500 or more).	Issue 2nd reminder letter
4	plus (minimum) 54 days	Contribution payment unpaid (amount of $500 or more).	*Instruction to mercantile agency to commence recovery proceedings providing all supporting documentation *Mercantile agency initial demand process includes Demand letter, phone demands and monitoring payment plans

Motion CARRIED. Yes 11 No 0 Abstain 0 Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial



10 Appointment of Body Corporate Manager — **Ordinary Resolution Without use of Proxies**

Submitted by Committee

That the Body Corporate engage Body Corporate Services Pty Ltd for a term of 3 year(s) commencing on 01/02/2024 for a fee of $6,561.00 per annum inclusive of GST for the purpose of providing administrative services to the Body Corporate, and be authorised to exercise some or all of the powers of the executive committee, the details contained in the administrative agreement included with this notice AND FURTHER that the strata manager be authorised and instructed to affix the seal to the agreement witnessed by two (2) committee members, one of whom must be the chairperson, or an authorised representative of Body Corporate Services Pty Ltd.

Motion CARRIED.	Yes 9	No 1	Abstain 1	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

11 Sinking Fund Forecast Update — **Ordinary Resolution**

Submitted by Committee

THAT the Body Corporate engage the services of Seymour Consultants to prepare a Sinking Fund Forecast Update in order that the sinking fund budget may be determined in accordance with the Act, the cost to the body corporate totalling $820.00 to be met from the administrative fund.

Motion CARRIED.	Yes 10	No 1	Abstain 0	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

12 Fencing Works — **Ordinary Resolution**

Submitted by Committee

That the body corporate approve the committee to engage a suitably qualified contractor to complete upgrade to common area fences at a cost not to exceed $12,000.00 excluding GST.

Motion CARRIED.	Yes 11	No 0	Abstain 0	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

13 Relevant Committee Spending Limit — **Ordinary Resolution**

Submitted by Committee

That the body corporate set the relevant limit for committee spending at $500.00 per lot.

Motion CARRIED.	Yes 10	No 1	Abstain 0	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

14 Electricity Light - Back of Mail Boxes — **Ordinary Resolution**

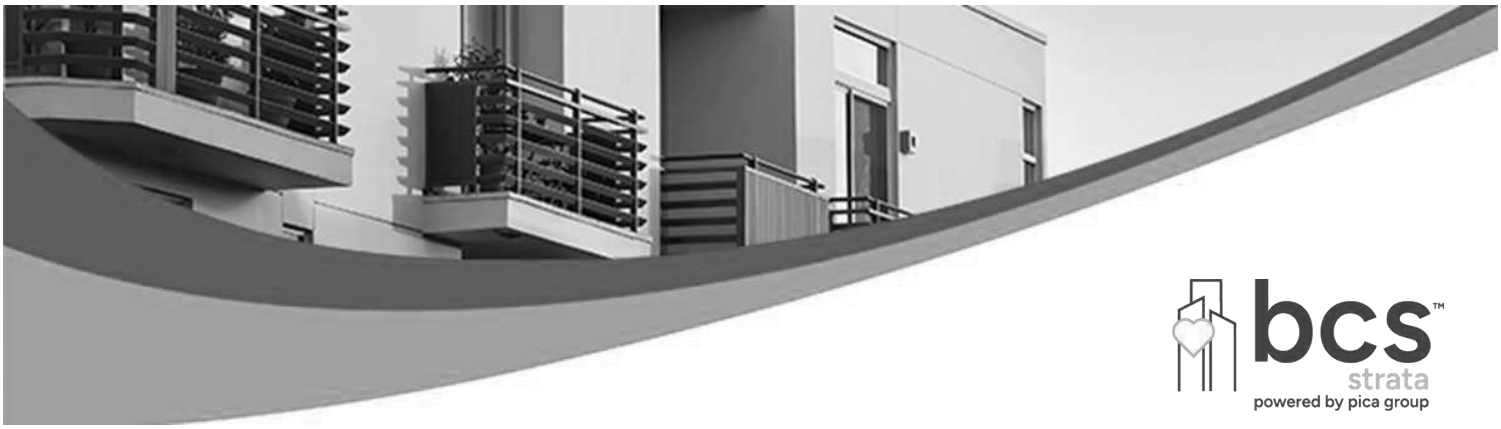
Submitted by Owner 15

An electricity light is installed back of mail boxes.

Motion CARRIED.	Yes 11	No 0	Abstain 0	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial



15 BBQ Electric Light **Ordinary Resolution**

Submitted by Owner 15

The BBQ electric light is replaced and fixed.

Motion DEFEATED.	Yes 3	No 8	Abstain 0	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

16 Electric Light Front of Unit 25 **Ordinary Resolution**

Submitted by Owner 15

That the electrical light on XXX of front of unit 25 similar to existing complex lights.

Motion CARRIED.	Yes 10	No 0	Abstain 1	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

17 Replacement of Boundary Fences **Ordinary Resolution**

Submitted by Owner 6

Replacement of boundary fences, quotes to be sought.

Motion CARRIED.	Yes 10	No 1	Abstain 0	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial

18 Change Drive in the Gate System **Ordinary Resolution**

Submitted by Owner 12

Change current drive in gate system back to the original safe system we had with two opening gates one entry and one exit using the magic button system for entry. We have had two accidents with the present system. Michelle Smith to obtain quotes.

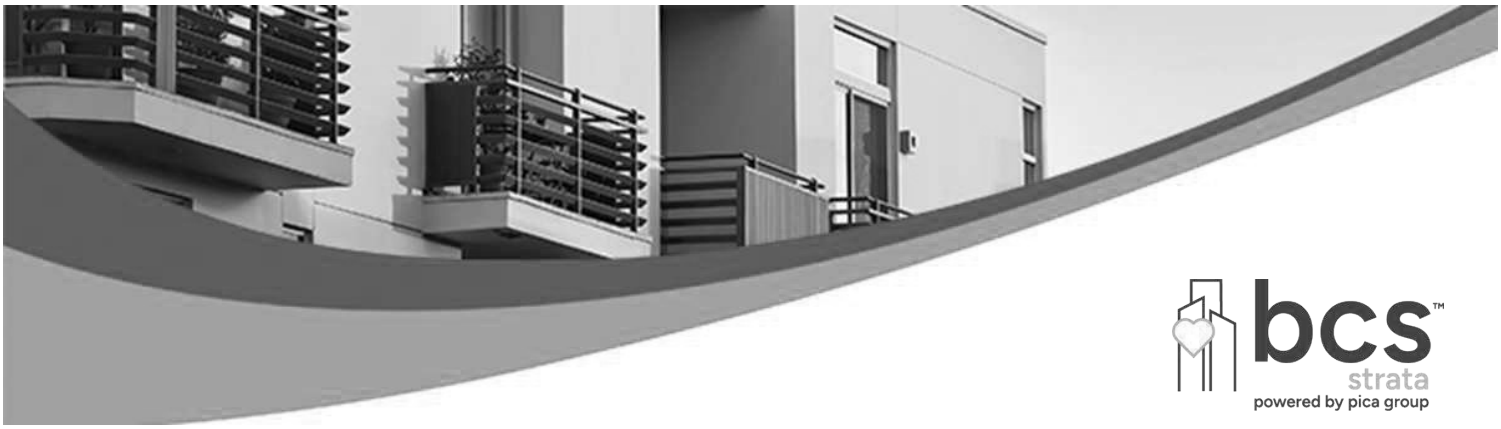
Note to Motion

Those owners represented at the meeting agree the gate is in urgent need of replacement along with the one entry and one exit, however voted no as they were concerned voting yes would lock the body corporate into going with the magic button option only. Committee have agreed to resolve this matter and explore all options, then present to all owners for consideration and approval.

Motion DEFEATED.	Yes 4	No 7	Abstain 0	Invalid 1

Invalid Vote Reasons

1 invalid vote - 1x Non-financial



Chairperson

There were no nominations received prior to the financial year end for the position of Chairperson. Nominations were called from the floor of the meeting with the following candidate received.

Nicholas Pearson has been elected unopposed as Chairperson.

Secretary

There were no nominations received prior to the financial year end for the position of Secretary. Nominations were called from the floor of the meeting with the following candidate received.

Tomoko Hurrell has been elected unopposed as Secretary.

Treasurer

The following nomination was received prior to the financial year end for the position of Treasurer.

Michelle Smith has been elected unopposed as Treasurer.

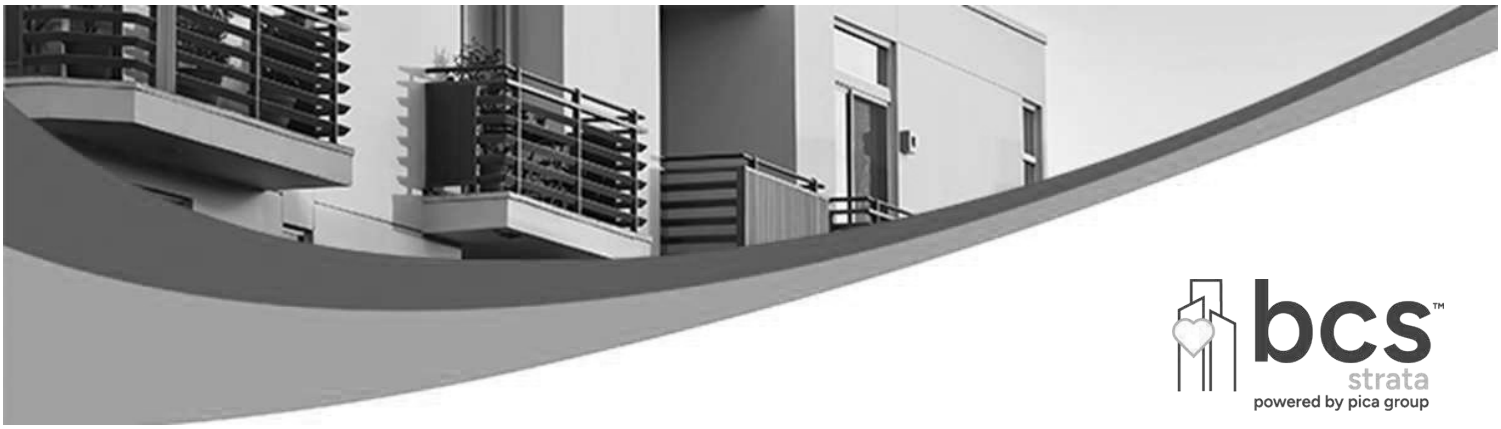
Ordinary Member

The following nomination was received prior to the financial year end for the position of Ordinary Member.

Robert McGlinn.

Nominations were called from the floor of the meeting with the following candidates received.

Christ Bonavia, Daniel Hinson, Robert McGlinn, Helen Lee have been elected to the committee.



Committee Members

CHAIRPERSON	Nicholas Pearson	**Lot no 14**
SECRETARY	Tomoko Hurrell **c/- Reply Paid 466, Toowong QLD 4066**	**Lot no 23**
TREASURER	Michelle Smith	**Lot no 15**
ORDINARY MEMBERS	Christ Bonavia	**Lot no 26**
	Daniel Hinson	**Lot no 8**
	Robert McGlinn	**Lot no 18**
	Helen Lee	**Lot no 4**
NON-VOTING MEMBERS	**David Lanham**	**Strata Manager**
RECONCILIATION REPORT RECIPIENT	**Michelle Smith**	**Lot no 15**

Closure

There being no further business the Chairperson declared the meeting closed at 07:30pm.

Secretary

Please forward correspondence to:

Secretary
C/- Body Corporate Services Pty Ltd
Reply Paid Reply Paid 466 Toowong QLD 4066
Email bcs_brisbane@bcssm.com.au
Phone (07)37217000