MINUTES OF THE FOURTH
ANNUAL GENERAL MEETING
FOR THE OWNERS UNITS PLAN No 3259
HELD 10 NOVEMBER 2010
Manuka Room, Eastlake Football Club, Kingston ACT

The meeting commenced at 6.00 pm.

Present

Ms J Battersby	Unit 3	Mr P and Mrs J Hodge	Unit 39
Mr P and Mrs M Nicholl	Unit 13	Mr H Saducas	Unit 49
Mr G Sirel	Unit 28	Mr R and Mrs D Northover	Unit 54
Mr P Ford	Unit 46	Mr M Gray and Ms M Jessop	Unit 56
Mr DJ Campbell	Unit 58	Ms T Gavaghan	Unit 59
Ms S Thomson	Unit 32	Ms G McDermot	Unit 60
Mr P and Mrs V Clarke	Unit 33		

Mr A Feng - Donald Cant Watts Corke (ACT) Pty Ltd
David Bowditch and Lyn Dunn - A.C.T. Strata Management Services

It was noted that a quorum was not present however the meeting would continue as per Section 99 (2) of the Unit Titles Act & Regulations 2001. i.e. a Reduced Quorum Meeting.

Chairperson
Nominations were called for the position of Chairperson**.**
Resolved that Mr David Campbell be chairperson for the meeting. **Carried.**

Proxies
Resolved to accept the following proxies:

Mr D Adams	Unit 11	F/O	The Chairperson
Mr H Smeltink and Ms C Smith	Unit 20	F/O	The Chairperson
Mr D and Mrs M Davidson	Unit 22	F/O	The Chairperson
Mr A and Mrs P Crockett	Unit 26	F/O	The Chairperson
Mr D and Mrs S Brooks	Unit 50	F/O	Mr H Sudacas
Mr D Cooper	Unit 57	F/O	The Chairperson
Dr P Rylands	Unit 62	F/O	Mr H Sudacas

Carried.

Minutes of the previous Annual General Meeting
Motion 1: Resolved that the minutes of the previous Annual General Meeting be confirmed. **Carried.**

Matters Arising from the previous Annual General Meeting

All matters have been dealt with.

Chairperson's report
"Fellow owners of Capital Hill apartments,
At the last AGM I forecast that among this year's major tasks for your Executive Committee would be the implementation of several aspects of the new Unit Titles Legislation for the ACT. I'm happy to report that we've achieved these.

Two principal activities have been the development of a costed 10-year maintenance plan and the re-writing of the Articles. You are required to vote on both of these matters and I will speak about them in more detail as we move through the Agenda.

We have also revised the Apartment Manual that was issued by Becton over two years ago. The amendment will be distributed with the Minutes of this evening's AGM and we hope you will find it useful. To those owners with tenants, I would urge you or your estate agents, to make sure a copy is placed within your

apartments. It is noted that a few tenants are breaking the rules about garbage disposal, use of the lifts, car parking and so on, but if they don't know the rules, it is hard to criticize them. The Apartment Manual spells out our rules very clearly. It is your responsibility, not mine or the committee's, to ensure your tenants comply.

Lesser activities have been echoes of the two previous years. They have ranged from the eradication of pest birds to garbage disposal, from traffic management on State Circle to the letting of the remainder of our maintenance contracts, and from sorting out master keys to the continuing business of dealing with Becton over myriad issues. The committee has met monthly over the past year and, looking over the minutes, we have tackled dozens of matters, not all of them successfully, I regret to say.

Prominent amongst the outstanding matters are such things as basement flooding, and external and internal lighting. These are now in their third year and, clearly, are not easily resolved.

Once again, I pay tribute to my fellow committee members. They look after your interests but I doubt that you know just how hard they work on your behalf.
Thank you"

Motion 2: Resolved that the Chairperson's Report be accepted. **Carried**

Insurance
The Corporation holds the following insurance cover:

Company:	CHU
Building:	$ 38 841 000
Public Liability:	$ 20 000 000
Workers Compensation	As per Act
Officers Bearer's Legal Liability	$ 500 000
Excess:	$ 100

Motion 3: Resolved that the existing building insurance held by the Corporation be renewed and increased as suggested by the insurer upon renewal. **Carried.**

Owners are advised that the Body Corporate Insurance Policy only covers the building and for public liability events on the common property. The Corporation's insurance does not cover contents items such as carpet, curtains and light fittings. A.C.T. Strata Management Services strongly recommends that all unit owners have their own contents insurance as well as public liability insurance within their own units.

Financial Report
The Treasurer spoke to the Financial Report.

Motion 4: Resolved that the financial statements be accepted as presented. **Carried.**

Sinking Fund Report
Motion 8: Resolved that the 10 Year Sinking Fund Report as prepared by Donald Cant Watts Corke (ACT) Pty Ltd dated 10 September 2010 be accepted**. Carried.**

Financial report
Motion 4: Resolved that the Financial Statements be accepted. **Carried.**

Appointment of Manager
Motion 5: Resolved that the Owners Corporation appoint ACT Strata Management Services as per the proposed Management Agreement. **Carried.** (one proxy vote against the motion)

Sinking Fund Forecast:
Sinking Fund forecast motion brought forward prior to discussion and voting on the Sinking Fund levy

Motion 8: Resolved that the 10 Year Sinking Fund Report as prepared by Donald Cant Watts Corke (ACT) Pty Ltd dated 10 September 2010 be accepted**. Carried.** (one proxy vote against the motion)

Expenditure
Motion 6: Resolved that the Administration Fund expenditure budget of $194 700 plus GST be accepted. **Carried.** (one proxy vote against the motion)

Levies
Motion 7a: Resolved that the Corporation strike an Administration Fund levy of $194 700 plus GST for the period 1/09/10 to 31/08/11 and be contributed by members in accordance with their Unit Entitlements. Levies are to be paid half yearly in advance. **Carried.** (one proxy vote against the motion)

Motion 7b: Resolved that the Corporation strike a Sinking Fund levy of $38 940 plus GST for the period 1/09/10 to 31/08/11 and be contributed by members in accordance with their entitlements. Levies are to be paid half yearly in advance. **Carried.** (one proxy vote against the motion)

Articles
Motion 9: Resolved by Special Resolution that the Articles previously accepted be rescinded. **Carried.**

Motion 10: **Resolved by Special Resolution** that the Articles as presented be adopted. **Carried.**

Executive Committee
Resolved by Special Resolution that the following members form the Executive Committee for the ensuing year:
Mr D Campbell, Mr H Saducas, Mrs D Northover, Mr P Hodge, Ms M Jessop, Ms G McDermott, Ms S Thomson, Mr G Sirel

Carried.

General Business
Nil

The Chair extended a vote of thanks to the outgoing committee and a vote of thanks was extended to David Campbell and Horace Saducas from those present at the meeting.

There being no further business the meeting closed at 6.30 pm.