

Minutes of the Committee Meeting of the Body Corporate for "CATHEDRAL PLACE CBC" Community Titles Scheme 106902 held on Tuesday, 19 February 2013 at 6:00pm at the Meeting Room, "Cathedral Place", 41 Gotha Street, Fortitude Valley.

## **PRESENT IN PERSON**

Todd Raumer, Doris Engel, Sam King, Kathleen Chan, Paul Spicer, Byron Rabone

## **IN ATTENDANCE**

Mary Reid, Ben Oxley and Kaye Christensen representing Body Corporate Services Pty Ltd.

Peter Zunker – By invitation

Mick Pointing, Diane Davis, Damien Predey, Doug Jasch, Sumarah Ramsay - Observers

## **CHAIRPERSON OF MEETING**

Todd Raumer chaired the meeting.

## **QUORUM**

The chairperson declared that a quorum was represented and the meeting was declared open at 6:04pm.

## **CONFIRMATION OF MINUTES**

*Procedural motion*

That the minutes of the committee meeting held on 09/01/2013 be confirmed as a true and correct record of the proceedings at that meeting.

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

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## **BUSINESS ARISING FROM MINUTES**

### **Car Park Roller Door Drum**

Todd Raumer advised the Committee that the Car Park Roller Door Drum had been repaired.

### **Insurance Policy**

Byron Rabone requested for a follow-up regarding the insurance.

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## **Financial matters for Cathedral Place CBC**

Peter Zunker presented his report on the finances for Cathedral Place CBC to the Committee.

### ***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

## **ELECTRICITY**

That on the basis of the information to date, the allocation of electricity is on the basis of Magoffin calculations, until such time as further information is provided to the body corporate and a motion changes this allocation.

**CARRIED**      Vote    Yes 4    No 0    Abstain 2

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## **FIRE PROTECTION**

That fire brigade call out fees that are not identifiable to be recovered be accepted as an expense of the Community Body Corporate.

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

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## **UNCLAIMED ELECTRICITY DEPOSITS**

That the Unclaimed electricity deposit be transferred to revenue for the electricity fund on the basis that the security deposit would have been used up on electricity charged to that lot. Any lot holder past or present claiming these funds can claim against the electricity fund if they should believe they are owed a deposit.

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

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## **ACCESS SYSTEM**

That expenditure relating to the access system be charged to the clearing account and invoiced the residential BUP's on the basis of lots.

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

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6:23pm – Peter Zunker left the meeting

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## **Swipe Cards**

The Policy for Swipe Cards was tabled at the meeting by Mary Reid. This policy was obtained through research undertaken by Mary for the CBC.

That the Representatives of the BUP present at the meeting have read and understood the policy for Swipe Cards that was tabled and agree that this policy must be followed by every BUP, AND FURTHER that breaches for non-compliance will be issued.

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

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## **CARETAKER REPORT**

- Pathways have not been finished due to unfavourable conditions.
  - There are some locks that need repairing.
  - It was noted that there are leaks in a few of the lift shafts and into the roof trusses.
  - Todd Raumer requested from the Committee that he be informed of any maintenance issues as they arise.
  - Todd Raumer advised the Committee that the sauna requires maintenance and that temporary measures have been put into place. Quotations have been sought for repairs and will be forwarded to the Committee for consideration.
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## **CORRESPONDENCE**

### **Correspondence from Archers Body Corporate regarding F Block requesting Caretaking Agreement**

Mary Reid tabled correspondence received from Archers Body Corporate regarding F Block requesting a copy of any Caretaking Agreement entered by the CBC and any terms within that agreement which relates to BUP 106965

It was RESOLVED by the committee that any records can be viewed in previous minutes and on public records and if F Block wish for the body corporate to supply these records that there would be a fee attached payable by F Block. Alternatively records can be searched by their Committee and the search fee will be waived. A photocopying fee of \$0.55 incl GST per sheet is applicable

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

### **Correspondence from Archers Body Corporate regarding F Block requesting cost details relating to carpark dispute legal fees and prior income.**

Mary Reid tabled correspondence received from Archers Body Corporate regarding F Block requesting details of carpark dispute legal fees and prior income.

It was RESOLVED by the committee that any records can be viewed in previous minutes and on public records and if F Block wish for the body corporate to supply these records that there would be a fee attached payable by F Block. Alternatively records can be searched by their Committee and the search fee will be waived. A photocopying fee of \$0.55 incl GST per sheet is applicable

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

### **Swipe Keys**

Todd Raumer advised the Committee that a note was sent out relating to auditing of swipe keys and were only distributed to 15 units in D/E Block with the note left under their doors. Todd Raumer requested that an explanation be provided as to how a copy of this note was emailed to owners that were not given the note with Kathleen Chan's name attached to the email.

Kathleen Chan responded saying that she had numerous requests for an explanation for the note and as she could not find out an answer she emailed owners of units being managed by Cathedral Place Rentals and other owners with a copy of the note.

Todd Raumer requested a retraction be provided by Kathleen Chan.

It was resolved that all future relevant information be sent to Archer's and that the BUP's representatives would distribute the information

**CARRIED**      Vote    Yes 6    No 0    Abstain 0

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## **GENERAL BUSINESS**

### **Pathways**

Todd Raumer advised the Committee that this will be completed in the next 7 days. This will include the lights on the pathway.

### **Lifts in A Block**

Security lifts in A Block need to be re-programmed.

### **Roller Doors**

It was mentioned by the committee that the roller doors on occasions get stuck. It was explained by Todd Raumer that if the sensors are knocked that it causes the roller doors to get stuck.

## **Cleaners**

Doris Engel brought to the Committee's attentions that the contract between Plan B QLD Pty Ltd and (F) Block has been terminated.

It was RESOLVED by the CBC that F Block will no longer be accessed by the cleaners as they are being paid through the CBC and if it is requested that Plan B access F Block's common property area, there will be a charge attached.

**CARRIED**      Vote YES 4    NO 1 (Kathleen Chan) ABSTAIN 1 (Byron Rabone)

## **Cleaners For (F) Block**

Kathleen Chan advised the Committee that F Block (Duhig) has employed new cleaners.

## **Contract For Plan B QLD Pty Ltd**

It was requested by Kathleen Chan that a copy of the contract between Plan B QLD Pty Ltd and the CBC be provided.

## **Pavers on Walkways**

Paul Spicer mentioned that the sealing of the pavers on the walkways have not been completed. Todd Raumer advised that in order to complete the work, the weather conditions needed to be favourable and the moisture levels had to be correct before commencing. Due to the constant rain we have been experiencing it has been very difficult for tradespeople to complete this work.

## **Fire Doors**

Kathleen Chan advised that there are fire entry doors on levels 2 or 3 that require painting for A Block. Todd Raumer to investigate.

## **Spa**

Paul Spicer requested an update on the spa. Todd Raumer advised that quotations are currently being sourced for a new blower to be installed.

It was then discussed that the temporary blowers that were put in place as a temporary measure were not working. Todd Raumer to investigate.

## **Car parking Rates**

It was RESOLVED by the Committee that the visitor car parking rates for the weekend be lowered to \$5.00.

**CARRIED**      Vote    Yes 5    No 0    Abstain 1

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## **CLOSURE**

There being no further business the chairperson declared the meeting closed at 7:33pm.