

03/07/2024

ESM Strata Pty Ltd
ABN: 30641043183
PO Box 779
VICTORIA PARK WA 6979
Ph: 9362 1166
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Kevin James Griffiths & Michelle Peta Griffiths
7 Emu Court
HIGH WYCOMBE
WA 6057

Dear Owner,

Re: Annual General Meeting Minutes for The Owners of One Kennedy, Strata Plan 70204

Please find enclosed a copy of the minutes of the recently held Annual General Meeting for the above Strata Company.

Inside you will find a copy of:

- The Minutes of the Meeting
- The Attendance Register
- The Accepted Budget
- Any additional information as required

The minutes will be adopted at the next General Meeting.

Thank you for your attention to the above.

Yours faithfully,

Neave Kerslake
For and On Behalf of the Owners of One Kennedy, Strata Plan 70204

Enc.

Minutes for the Annual General Meeting

S/Plan 70204 One Kennedy 1 Kennedy st

Generated at: 03/07/2024 11:18 am

12/06/2024 06:30 pm

User: Neave Kerslake

1. Appointment of Chairperson for the meeting

On a motion Moved by: Amy Rose Thomasson and Seconded by: John Patrick Mullett it was resolved that Neave Kerslake be authorised to act as Chairperson of the Strata Company for the purpose of the meeting. The Chairperson declared the meeting open at 06:30 pm.

2. Confirmation of Previous Minutes

On a motion Moved by: Frank Davey as Proxy for Lot 17 and Seconded by: Ashley Cristina Granado it was resolved that the previously circulated minutes of the General Meeting held on 18/07/2023 be confirmed as a true record of those proceedings.

3. Consideration of the Statement of Accounts

On a motion Moved by: Mathew David Glyndwr May and Seconded by: Matthew Scanlon as Proxy for Lot 23 it was resolved that the Statement of Accounts for the period 01/05/2023 to 30/04/2024 showing an amount of \$231,031.03 net owners' funds, be adopted as presented.

4. Insurance Certificate of Currency

On a motion Moved by: Jennifer Gleeson and Seconded by: John Patrick Mullett it was resolved the Council be directed to renew the Strata Company Insurance Policy prior to its expiry date in such sums as are suggested by the insurer or as are recommended by qualified professional advisors.

5. Insurance Valuation

On a motion Moved by: Clayton Robert Jaworski and Seconded by: Amy Rose Thomasson it was resolved that the Council of the Strata Company be directed to obtain a building replacement valuation by qualified professional advisors, and assess whether the Strata Companies building insurance should be amended to reflect the valuation sum.

6. Constitution of the Council of the Strata Company

a) On a motion Moved by: Ashley Cristina Granado and Seconded by: Matthew Scanlon as Proxy for Lot 23 it was resolved that the Council of the Strata Company consist of 5 owners.

b) The following candidates were nominated:

- Lot 1 – Amy Thomasson
- Lot 3 – John Mullett
- Lot 23 – Matthew Scanlon
- Lot 52 – Ashley Granado
- Lot 110 – Grant Elliott

The above 5 candidates were duly elected to the Council of the Strata Company.

It is a requirement under *Schedule 1 by-law 4 Membership of the Council* of the Strata Company's management statement that the Council of the Strata Company must consist of not less than 5 owners and not more than 9 owners.

7. Strata Company Financials Year By-law

On a motion Moved by: Amy Rose Thomasson and Seconded by: Matej Cerny as Proxy for Lot 109 it was resolved by an ordinary resolution to add the following Schedule 1 Governance By-law to the By-laws that apply to the scheme:

11. Financial Year

The financial year for the Strata Company is the period of 12 months ending on 30th April.

8. Consideration of the Administrative Fund (all lots) Budget

On a motion Moved by: Ashley Granado as Proxy for Lot 116 and Seconded by: Harrison Tate Fletcher it was resolved that the budget of estimated expenditure from the Administrative Fund (GST inclusive) for the period 01/05/2024 to 30/04/2025 amounting to \$695,072.40 be adopted, and shall also be the same budget for the following 12 month period until amended by a future General Meeting.

9. Determination of the Levy of Contributions for the Administrative Fund (all lots)

On a motion Moved by: Anita Pui Sun Gallacher and Seconded by: Grant Anthony Elliott it was resolved that the **Levy** of contributions on proprietors for the **Administrative Fund** (Ref 36(1) of the Strata Titles Act) be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

\$/Unit of Entitlement	Total	For the Period	Due Date
\$7.31548	\$73,154.80	01/05/2024 - 31/07/2024	01/05/2024 (pre-approved)
\$11.20	\$112,000.00	01/08/2024 - 31/10/2024	01/08/2024
\$11.20	\$112,000.00	01/11/2024 - 31/01/2025	01/11/2024
\$11.20	\$112,000.00	01/02/2025 - 30/04/2025	01/02/2025

to raise an amount of \$409,154.80 in the financial year 01/05/2024 to 30/04/2025, and

\$/Unit of Entitlement	Total	For the Period	Due Date
\$11.20	\$112,000.00	01/05/2025 - 31/07/2025	01/05/2025 (pre-issue)

The quarterly levies shall continue at the same rate until amended at a future General Meeting.

10. Determination of the Levy of Contributions for the Residential Administrative Fund

On a motion Moved by: MatthewScanlon as Proxy for Lot 23, and Seconded by: Amy Rose Thomasson, it was resolved that the **Levy** of contributions on proprietors for the **Administrative Fund** (Ref 36(1) of the Strata Titles Act) be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

\$/Unit of Entitlement	Total	For the Period	Due Date
\$0.73998375	\$7,286.61998625	01/05/2024 - 31/07/2024	01/05/2024 (pre-approved)
\$0.50	\$4,923.50	01/08/2024 - 31/10/2024	01/08/2024
\$0.50	\$4,923.50	01/11/2024 - 31/01/2025	01/11/2024
\$0.50	\$4,923.50	01/02/2025 - 30/04/2025	01/02/2025

to raise an amount of \$22,057.12 in the financial year 01/05/2024 to 30/04/2025, and

\$/Unit of Entitlement	Total	For the Period	Due Date
\$0.50	\$4,923.50	01/05/2025 - 31/07/2025	01/05/2025 (pre-issued)

The quarterly levies shall continue at the same rate until amended at a future General Meeting.

11. Determination of the Levy of Contributions for the Reserve Fund

On a motion Moved by: MatthewScanlon as Proxy for Lot 23, and Seconded by: Grant Anthony Elliott, it was resolved that the **Levy** of contributions on owners for the **Reserve Fund** (Ref 100(2) of the Strata Titles Act) be payable in advance, inclusive of GST, by instalments due and payable in the amounts and on the dates as shown below:

\$/Unit of Entitlement	Total	For the Period	Due Date
\$0.414333	\$4,143.33	01/05/2024 - 31/07/2024	01/05/2024 (pre-approved)
\$0.41	\$4,100.00	01/08/2024 - 31/10/2024	01/08/2024
\$0.41	\$4,100.00	01/11/2024 - 31/01/2025	01/11/2024
\$0.41	\$4,100.00	01/02/2025 - 30/04/2025	01/02/2025

to raise an amount of \$16,443.33 in the financial year 01/05/2024 to 30/04/2025, and

\$/Unit of Entitlement	Total	For the Period	Due Date
\$0.41	\$4,100.00	01/05/2025 - 31/07/2025	01/05/2025 (pre-issued)

The quarterly levies shall continue at the same rate until amended at a future General Meeting.

12. Approval of Pre-Approval Expenditure Limit for the Strata Manager

On a motion Moved by: Clayton Robert Jaworski and Seconded by: Maria Eberhardt as Proxy for Lot 31 it was put to the meeting that the Strata Company resolves by ordinary resolution that the Strata Manager is authorised to arrange repairs and maintenance for works to the Common Property up to a limit of \$500.00 excluding GST per item.

The Motion Failed.

Deferred to the incoming Council of the Strata Company.

13. Matters without notice for discussion and referral to the Council

The following matters were raised are referred to the incoming Council of the Strata Company:

- It was discussed that options of completing a feasibility assessment for EV charging for the Strata Company.
 - Action item: referred to incoming Council of the Strata Company.
- Residential gate repair.
 - Action item: referred to incoming Council of the Strata Company.
- Management of visitor caybays
 - Action item: incoming Council to review current agreement/ process and provide owners with an update.
- Bin room signage and proper use of bin room:
 - Action item: referred to incoming Council and to provide update to owners.
- 2023/2024 Council of the Strata Company resignation
 - Action item: referred to the incoming Council of the Strata Company for consideration.

14. Close of Meeting

The Chairperson closed the meeting at 07:35 pm.

Attendance

S/Plan 70204 One Kennedy 1 Kennedy st

Annual General Meeting

Generated at: 26/06/2024 12:30 pm

12/06/2024 06:30 pm

User: Neave Kerslake

Attendees

Lot	Unit	Name	Apologies	Voting Sheet
1	1	Amy Rose Thomasson	N	N
2	2	Ashley Granado as Proxy for Lot 2	N	N
3	3	John Patrick Mullett	N	N
4	4	John Mullett as Proxy for Lot 4	N	N
7	7	The Chairperson as Proxy for Lot 7	N	N
10	10	Braydon Michael Ward	N	N
12	12	Elzbieta Staniszewska & Angelica Staniszewska	N	N
13	13	Pedro Henrique Montenegro Paixao Coral & Jemma Michelle Montenegro Paixao Coral	N	N
16	16	Helen Claire Carr	N	N
17	17	Frank Davey as Proxy for Lot 17	N	N
20	20	The Chairperson as Proxy for Lot 20	N	N
23	23	Matthew Scanlon as Proxy for Lot 23	N	N
26	26	Marianne Bach D'Elia	N	N
27	27	The Chairperson as Proxy for Lot 27	N	N
30	30	Jack Patrick Fletcher	N	N
31	31	Maria Eberhardt as Proxy for Lot 31	N	N
33	33	Nicole Anne Cuthbert	N	N
34	34	Abderrahman Belhassan	N	N
35	35	Matti Jaakko Lampinen & Isla Corrine Lucas	N	N
40	40	Guiseppe Spiccia	N	N
43	43	Imogen Amy Charis Basson	N	N
45	45	The Chairperson as Proxy for Lot 45	N	N
46	46	Anita Pui Sun Gallacher	N	N
47	47	Susan Gay	N	N
49	49	Dixie Maree Betts	N	N
50	50	The Chairperson as Proxy for Lot 50	N	N
51	51	Sherif Taher Sayed Tawfeek	N	N
52	52	Ashley Cristina Granado	N	N
53	53	The Chairperson as Proxy for Lot 53	N	N
54	54	The Chairperson as Proxy for Lot 54	N	N
59	59	Catherine Elizabeth Catto	N	N
61	61	Adam Bakunowicz as Proxy for Lot 61	N	N
62	62	Jennifer Gleeson	N	N
63	63	The Chairperson as Proxy for Lot 63	N	N
64	64	Michelle Kimberley Smith	N	N
73	73	Clayton Robert Jaworski	N	N
78	78	Nicole Cuthbert as Proxy for Lot 78	N	N
81	81	The Chairperson as Proxy for Lot 81	N	N
85	85	The Chairperson as Proxy for Lot 85	N	N

Attendance

S/Plan 70204 One Kennedy 1 Kennedy st

Annual General Meeting

Generated at: 26/06/2024 12:30 pm

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88	88	Sue Gay as Proxy for Lot 88	N	N
90	90	The Chairperson as Proxy for Lot 90	N	N
91	91	The Chairperson as Proxy for Lot 91	N	N
93	93	Kevin Griffiths as Proxy for Lot 93	N	N
98	98	Mathew David Glyndwr May	N	N
100	100	Ann Christie Miller	N	N
102	102	The Chairperson as Proxy for Lot 102	N	N
103	103	The Chaiperson as Proxy for Lot 103	N	N
109	109	Matej Cerny as Proxy for Lot 109	N	N
110	110	Grant Anthony Elliott	N	N
111	111	Lauren Mitchell as Proxy for Lot 111	N	N
112	112	Ashley Granado as Proxy for Lot 112	N	N
114	114	Harrison Tate Fletcher	N	N
116	116	Ashley Granado as Proxy for Lot 116	N	N
122	122	Jaden Jack Birch & Charlotte Amy Clay	N	N
123	123	Sue Gay as Proxy for Lot 123	N	N

Non Attendees - Apologies or Voting Sheets Received

Lot	Unit	Name	Apologies	Voting Sheet
28	28	Darrin Scott McKean	Y	N
39	39	Mark John Glassock & Rachel Anne Glassock	Y	N
106	106	Peter Raymond Walker	Y	N

Quorum Achieved: Y

ESM Strata Pty Ltd

Approved Budget for Strata Company 70204

ONE KENNEDY, 1 Kennedy st MAYLANDS

Prepared by ESM Strata Pty Ltd (ABN 30641043183)

PO Box 779 VICTORIA PARK WA 6979 Ph 9362 1166 Fax

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Aggregate Units of Entitlement (UOE) 10000	Approved Budget (01/05/2024-30/04/2025)	Adjustment	Current Year (01/05/2023-30/04/2024)		Last Year (01/05/2022-30/04/2023)	
			Budget	Actual	Budget	Actual
Administrative Fund- Contribution Schedule						
ATO Compliance	\$500.00		\$750.00	\$360.00	\$0.00	\$0.00
Additional Strata Mment Fees	\$1,000.00		\$0.00	\$768.31	\$0.00	\$0.00
BAS Return	\$2,000.00		\$0.00	\$1,000.00	\$0.00	\$0.00
Bank Charges - A	\$0.00		\$1,050.00	\$496.15	\$0.00	\$0.00
By-Law Compliance	\$0.00		\$0.00	\$20.00	\$0.00	\$0.00
Caretaker - Wages	\$30,000.00		\$30,000.00	\$1,527.27	\$0.00	\$0.00
Carpark Maintenance (Shared)	\$5,000.00		\$5,000.00	\$1,050.00	\$0.00	\$0.00
Carpet Replacement/Clean	\$10,000.00		\$1,700.00	\$0.00	\$0.00	\$0.00
Cleaning	\$70,000.00		\$73,500.00	\$68,041.67	\$0.00	\$0.00
Contingencies	\$0.00		\$5,000.00	\$9,000.00	\$0.00	\$0.00
Debt Collection - Expense	\$2,000.00		\$0.00	\$1,393.65	\$0.00	\$0.00
Electricity - Common	\$170,000.00		\$130,000.00	\$170,938.33	\$0.00	\$0.00
Insurance	\$74,624.00		\$60,000.00	\$65,462.98	\$0.00	\$0.00
Insurance Claim	\$0.00		\$0.00	\$2,572.73	\$0.00	\$0.00
Insurance Claim Excess	\$5,000.00		\$5,000.00	\$909.09	\$0.00	\$0.00
Keys, Remotes & Common Seals	\$2,000.00		\$0.00	\$925.00	\$0.00	\$0.00
M&R - Electrical	\$5,000.00		\$5,000.00	\$422.63	\$0.00	\$0.00
M&R - Fire Equipment - Inspection/Service/Repairs	\$15,000.00		\$12,000.00	\$12,250.35	\$0.00	\$0.00
M&R - Gardens & Lawns	\$20,000.00		\$16,000.00	\$20,350.72	\$0.00	\$0.00
M&R - General	\$15,000.00		\$15,000.00	\$8,421.28	\$0.00	\$0.00
M&R - Lift	\$7,000.00		\$6,500.00	\$5,883.55	\$0.00	\$0.00
M&R - Mechanical Services	\$3,500.00		\$3,500.00	\$782.73	\$0.00	\$0.00
M&R - Pest Control	\$5,000.00		\$2,500.00	\$3,370.86	\$0.00	\$0.00

ESM Strata Pty Ltd

Approved Budget for Strata Company 70204

ONE KENNEDY, 1 Kennedy st MAYLANDS

Prepared by ESM Strata Pty Ltd (ABN 30641043183)
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Aggregate Units of Entitlement (UOE) 10000	Approved Budget (01/05/2024-30/04/2025)	Adjustment	Current Year (01/05/2023-30/04/2024)		Last Year (01/05/2022-30/04/2023)	
			Budget	Actual	Budget	Actual
Administrative Fund- Contribution Schedule						
M&R - Plumbing	\$5,000.00		\$5,000.00	\$4,698.00	\$0.00	\$0.00
M&R - Roofing	\$2,000.00		\$700.00	\$1,190.00	\$0.00	\$0.00
M&R - Security Gates/Doors	\$10,000.00		\$10,000.00	\$7,593.00	\$0.00	\$0.00
M&R Pumps	\$5,000.00		\$5,000.00	\$600.00	\$0.00	\$0.00
Postage & Petties	\$0.00		\$0.00	\$27.27	\$0.00	\$0.00
Professional Fees	\$35,000.00		\$0.00	\$0.00	\$0.00	\$0.00
Section 110(1) & Section 110(2) - Fee	\$0.00		\$0.00	\$3,080.00	\$0.00	\$0.00
Security Services	\$7,000.00		\$2,000.00	\$6,249.09	\$0.00	\$0.00
Strata Miment Fee	\$43,260.00		\$36,900.00	\$38,890.92	\$0.00	\$0.00
Strata Title Information	\$0.00		\$0.00	\$45.45	\$0.00	\$0.00
Treelooping/Pruning	\$1,500.00		\$1,500.00	\$500.00	\$0.00	\$0.00
Utility Account (Meterview)	\$30,000.00		\$0.00	\$15,884.52	\$0.00	\$0.00
Water Consumption	\$20,000.00		\$16,000.00	\$21,417.47	\$0.00	\$0.00
Total Contribution Schedule	\$601,384.00		\$449,600.00	\$476,123.02	\$0.00	\$0.00
ADD: ADMIN GST	\$60,138.40		\$0.00		\$0.00	
Total Contribution Schedule Budget	\$661,522.40		\$449,600.00	\$476,123.02	\$0.00	\$0.00

ESM Strata Pty Ltd

Approved Budget for Strata Company 70204

ONE KENNEDY, 1 Kennedy st MAYLANDS

Prepared by ESM Strata Pty Ltd (ABN 30641043183)

PO Box 779 VICTORIA PARK WA 6979 Ph 9362 1166 Fax

Aggregate Units of Entitlement (UOE) 9847	Approved Budget (01/05/2024-30/04/2025)	Adjustment	Current Year (01/05/2023-30/04/2024)		Last Year (01/05/2022-30/04/2023)	
			Budget	Actual	Budget	Actual
Administrative Fund- <i>Residential Schedule</i>						
BAS Return	\$500.00		\$0.00	\$418.18	\$0.00	\$0.00
Building Management Social Club	\$0.00		\$1,000.00	\$0.00	\$0.00	\$0.00
Cleaning	\$1,000.00		\$1,000.00	\$0.00	\$0.00	\$0.00
M&R - Fire Equipment - Inspection/Servicing/Repairs	\$1,000.00		\$1,000.00	\$0.00	\$0.00	\$0.00
M&R - General	\$3,000.00		\$3,000.00	\$1,035.03	\$0.00	\$0.00
M&R - Pool	\$17,000.00		\$17,000.00	\$15,753.38	\$0.00	\$0.00
Recreation Centre - Expense	\$5,000.00		\$2,000.00	\$1,868.46	\$0.00	\$0.00
Window Cleaning	\$3,000.00		\$3,000.00	\$0.00	\$0.00	\$0.00
Total Residential Schedule	\$30,500.00		\$28,000.00	\$19,075.05	\$0.00	\$0.00
ADD: ADMIN GST	\$3,050.00		\$0.00		\$0.00	
Total Residential Schedule Budget	\$33,550.00		\$28,000.00	\$19,075.05	\$0.00	\$0.00