OXYGEN
Life just got better.

| | |
|---|---|
| *Meeting Date* | 29 January 2024 |
| **Meeting Location** | Bordeaux Bakery, 220 Thorndon Quay, Pipitea WELLINGTON, 6011<br>https://us02web.zoom.us/j/83525808990 |
| **Lots Represented** | Lot 1 Lisa Taylor — Owner present (pre-voted)<br>Lot 2 Jonathan Bayot — Electronic vote<br>Lot 3 Heather Woods — Owner present<br>Lot 4 Pradeep Kumar Vadivel — Owner present<br>Lot 5 Diane Kay Limbrey — Owner present<br>Lot 7 Varvara Sidorenko — Owner present<br>Lot 8 Springett Tolley limited — Owner present<br>Lot 10 Josephine Martin — Owner present<br>Lot 11 Graeme Douglas Hearfield — Owner present<br>Lot 14 Jack Morris — Owner present<br>Lot 15 Simon Holdgate — Owner present<br>Lot 16 Dayandra Hettige — Owner present<br>Lot 17 David Christopher Biggs — Owner present<br>Lot 18 John Dance — Owner present<br>Lot 20 Mark Christopher Painter — Owner present<br>Lot 21 Vitaus Pecekajus — Owner present<br>Lot 24 Gail Donaldson & Jean-Louis Marcdre — Owner present |
| **Chairperson** | Anzelle Cloete |
| **Additional Attendees** | Anzelle Cloete - Oxygen Body Corporate Relationship Manager<br>Caylie Whitfield - Body Corporate Relationship Manager / Oxygen Strata Ltd |
| **Apologies** | Lot 13 & 19 Mr LR & Mrs SL Scott |
| **Quorum** | There being a quorum represented, the meeting opened at 05:38 PM. |

| **Motion 1** | |
|---|---|
| **Report from the Chairperson** | **Ordinary Resolution** |

OXYGEN
Life just got better.

| | |
|---|---|
| | |
| **Motion: That by ordinary resolution the chairperson's report be accepted and entered into the records of the body corporate.** | |
| **Mover:** David Christopher Biggs **Seconder:** Gail Donaldson | |
| **Motion CARRIED.**<br>**VOTES** Yes: 11 No: 0 Abs: 0 Inv: 0 | |

| | |
|---|---|
| **Motion 2** | |
| **Building Management Report** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the building management report be accepted and entered into the records of the body corporate.** | |
| **Mover:** Jack Morris **Seconder:** Pradeep Kumar Vadivel | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Notes***<br>Dave Biggs read through his Building Managers Report in detail.<br>Dave Biggs was thanked for his role in assistance with running the body corporate.<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| | |
|---|---|
| **Motion 3** | |
| **Confirmation of Minutes of Previous Annual General Meeting (AGM)** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the minutes of the AGM held on 15th of December 2022 be approved and adopted as a true and accurate record of the meeting.** | |
| **Mover:** Graeme Douglas Hearfield **Seconder:** Pradeep Kumar Vadivel | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

OXYGEN
Life just got better.

| Item 4 |
|---|
| **BC - Body Corporate Committee Conflict of Interest Register** |
| In accordance with regulation 6(5)ca the body corporate committee conflict of interest register has to be provided with the AGM agenda, and is herewith attached. |
| |

| Item 5 |
|---|
| **Decision Register - Tabled** |
| |

| Item 6 |
|---|
| **Matters Arising from Previous Meeting** |

| Metro Thorndon - AGM Action Items | |
|---|---|
| - Confirm the lifespan of office bearers' liability | Oxygen |
| - Investigate whether asbestos testing has been carried out and if not, arrange the same for the balconies/decks | Oxygen / Committee |
| - Obtain an alternative painting quote | Oxygen / Committee |

| Motion 7 | |
|---|---|
| **Financial Statements for the year ending** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the financial statements for the year ending 31st of August 2023 with net accumulated funds of $160,477.57 be accepted as a true and accurate record of the financial performance and position of the body corporate.** | |

OXYGEN
Life just got better.

| | | | | |
|---|---|---|---|---|
| **Mover:** David Christopher Biggs **Seconder:** Lisa Taylor | | | | |
| **Motion CARRIED.** | | | | |
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| | |
|---|---|
| **Motion 8** | |
| **Audit of Financial Statements (Option A)** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the body corporate submit their financial statements to an independent auditor for auditing at the end of the financial year being 31/08/2024.** | |
| | |
| **Motion DEFEATED.**<br>**VOTES** Yes: 1 No: 12 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| | |
|---|---|
| **Motion 9** | |
| **Audit of financial statements (Option B)** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the body corporate submit their financial statements to an accountant for review at the end of the current financial year being 31/08/2024.** | |
| | |
| **Motion DEFEATED.**<br>**VOTES** Yes: 0 No: 13 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| |
|---|
| **Motion 10** |

OXYGEN
Life just got better.

| | |
|---|---|
| **Audit of Financial Statements (Option C)** | **Ordinary Resolution** |
| **Motion: That by special resolution the body corporate engages an accountant to undertake specific verification procedures as determined by the committee for the year ending 31/08/2024.** | |
| | |
| **Motion DEFEATED.**<br>**VOTES** Yes: 0 No: 13 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| | |
|---|---|
| **Motion 11** | |
| **Audit of Financial Statements (Option D)** | **Ordinary Resolution** |
| **Motion: That by special resolution the body corporate agrees that no independent review of the financial statements ending 31/08/2024 is required.** | |
| **Mover:** Simon Holdgate **Seconder:** Graeme Douglas Hearfield | |
| **Motion CARRIED.**<br>**VOTES** Yes: 12 No: 1 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| | |
|---|---|
| **Motion 12** | |
| **Body Corporate Levies - Operating Budget** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the operating budget for the financial year 1st of September 2023 is approved at a levy income of $267,247.80 and expenditure of $215,703.63. That in accordance with section 121 of the Unit Titles Act 2010 the budget shall be raised by utility interest due for payment by instalments by the due date being 1 Sep 2023, 1 Oct 2023, 1 Nov 2023, 1 Dec 2023, 1 Jan 2024, 1 Feb 2024, 1 Mar 2024, 1 April 2024, 1 May 2024, 1 July 2024, 1 Aug 2024. That the levy increase take effect on 1 Feb 2024 and be apportioned over the remaining months of the financial year.** | |
| **Mover:** Jack Morris **Seconder:** Simon Holdgate | |
| **Motion CARRIED.** | |

OXYGEN
Life just got better.

**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1

***Notes***
It was noted by the owners in attendance; That they would prefer a monthly special levy, rather than a lumpsum - should the special levy/ further increase in levies arise.

Areas of concerns regarding maintenance funded from the Operating Account were; Roof repairs, atrium leaks, building repainting & seismic strengthening.

The Extra-ordinary General Meeting would review the levies.
***Invalid Vote Reasons***
1 invalid vote(s) - Non-financial

**Post AGM Note**

The levy income of $267,247.80 includes GST.
The expenditure excludes GST. The full amount for the expenditure with GST included is in the amount of $248,059.17

**Motion 13**

| | |
|---|---|
| **Body Corporate Levies - Long Term Maintenance Budget** | **Ordinary Resolution** |

**Motion: That by ordinary resolution the long-term maintenance fund budget for the financial year 1st of September 2023 is approved at a levy income of $25,000.00 and expenditure of $00.00. That in accordance with section 121 of the Unit Titles Act 2010 the budget shall be raised by utility interest due for payment by instalments by the due date being 1 Sep 2023, 1 Oct 2023, 1 Nov 2023, 1 Dec 2023, 1 Jan 2024, 1 Feb 2024, 1 Mar 2024, 1 April 2024, 1 May 2024, 1 July 2024, 1 Aug 2024. That the levy increase take effect on 1 Feb 2024 and be apportioned over the remaining months of the financial year.**

**Mover:** Pradeep Kumar Vadivel **Seconder:** Gail Donaldson

**Motion CARRIED.**

**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1

***Invalid Vote Reasons***
1 invalid vote(s) - Non-financial

**Motion 14**

OXYGEN
Life just got better.

| Body Corporate Levies - Contingency Fund Budget | Ordinary Resolution |
|---|---|
| **Motion: That by ordinary resolution the contingency fund for the financial year 1 Sept 2023 to 31 Aug 2024 is approved at a levy income of $5,000.00 by way of transfer from the Operating Account and expenditure of $00.00.** | |
| **Mover:** Lisa Taylor **Seconder:** Jack Morris | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| **Motion 15** | |
|---|---|
| **Annual Levies - Delegation to the committee to approve the levies** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the Body Corporate authorises the committee to set levies prior to each new financial year and that these levies be ratified at the next held AGM of the Body Corporate.** | |
| | |
| **Motion DEFEATED.**<br>**VOTES** Yes: 1 No: 12 Abs: 0 Inv: 1<br>***Notes***<br>Owners in attendance raised their concerns regarding past communication and turnaround times with Oxygen. Oxygen thanked the owners for their feedback and them of their best intentions going forward.<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| **Item 16** |
|---|
| **Long-Term Maintenance Plan (LTMP) [sec 116] and Regulation 30 and 30A** |
| In accordance with the Unit Titles Act 2010, each body corporate must have and maintain a LTMP. The plan must cover 10 years from the date of the plan or its last review. The body corporate must carry out a review of the plan at least once every 3 |

OXYGEN
Life just got better.

years, but it could be reviewed more frequently. The current plan is dated 2020 and was last reviewed in 2020.

| | |
|---|---|
| **Motion 17** | |
| **BC - Long Term Maintenance Plan - Appointment of Service Provider to establish a new LTMP** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the body corporate agrees to appoint a service provider/ professional person to prepare a new Long Term Maintenance Plan. As determined by the Committee the new plan will be adopted either at an EGM or via a Resolution without a General Meeting as soon as practicably possible once the Plan is finalized.** | |
| **Mover:** David Christopher Biggs **Seconder:** Jack Morris | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| | |
|---|---|
| **Motion 18** | |
| **Health and Safety - Induction of Contractors** | **Ordinary Resolution** |
| *The Health & Safety (HWSA), which replaces the Health & Safety in Employment Act 1992, came into force 1 April 2016. The Act introduces the concept of a Person Conducting a Business or Undertaking ("PCBU") which is the principal duty holder under the Bill. In the context of an incorporated society, the society owns the common property and the communal facilities and for the purposes of the Bill is a "person" and is therefore a PCBU.*<br><br>**<u>Induction of Contractors PCBUs are also directed to induct contractors to their site when they attend to work in the common areas.</u>**<br><br>**Motion: That by ordinary resolution the body corporate approves that when engaging a contractor to work in the common areas, prior to the contractor commencing their work, the Committee or any applicable party is to provide the contractor with a copy of the Body Corporate's HS Plan and confirm that the contractor also has an appropriate HS Plan in place for themselves as a contractor.** | |

OXYGEN
Life just got better.

| | | | | |
|---|---|---|---|---|
| **Mover:** Jack Morris **Seconder:** Graeme Douglas Hearfield | | | | |
| **Motion CARRIED.** | | | | |
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| | | | | |
|---|---|---|---|---|
| **Motion 19** | | | | |
| **BC - Asbestos Management - To have a survey and management plan done** | **Ordinary Resolution** | | | |
| **Motion: That by ordinary resolution the body corporate agrees to engage an asbestos surveyor to carry out an asbestos survey for the complex and to have an asbestos management plan done.** | | | | |
| | | | | |
| **Motion DEFEATED.** | | | | |
| **VOTES** | Yes: 0 | No: 13 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| | | | | |
|---|---|---|---|---|
| **Motion 20** | | | | |
| **BC - Asbestos Management - Not to have a survey and management plan done** | **Ordinary Resolution** | | | |
| **Motion: That by ordinary resolution the body corporate agrees not to engage an asbestos surveyor to carry out an asbestos survey for the complex or have an asbestos management plan done since the body corporate believes on reasonable grounds that there is no asbestos within the complex.** | | | | |
| **Mover:** Gail Donaldson **Seconder:** John Dance | | | | |
| **Motion CARRIED.** | | | | |
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| |
|---|
| **Motion 21** |

OXYGEN
Life just got better.

| BC - Asbestos Management Procedure | Ordinary Resolution |
|---|---|

**Motion: That prior to any owner carrying out repairs, remedial works, renovations or similar building works in their unit and/or any common areas they must initially check for any asbestos being present in the materials that they will be working on; and that if asbestos is discovered the owner must report this immediately to the Committee and await their approval to proceed with the works, which approval would be conditional upon ensuring that an appropriate professional contractor is engaged to handle the removal/management of the asbestos in line with all legal requirements.**

**Mover:** David Christopher Biggs **Seconder:** Jack Morris

**Motion CARRIED.**

| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
|---|---|---|---|---|

***Invalid Vote Reasons***
1 invalid vote(s) - Non-financial

**Item 22**

**Latest Insurance Valuation Information**

The Unit Titles Act (UTA) stipulates that a Body Corporate shall keep all buildings and other improvements insured to full replacement value. Where this is not available, Indemnity cover is permitted. Not all of Oxygen Strata Limited's clients are governed by the UTA. However, Oxygen Strata Limited recommends that, whether our client is a Body Corporate or not, this standard is right for all ownership types. Oxygen Strata Limited further recommends that an Insurance Valuation be undertaken yearly; ultimately, this is a decision for the chairperson and members.

**Insurance Brokers**

Insurance brokers understand insurance contracts and try to match your Body Corporate with an appropriate wording; additionally, they use their capabilities for driving competition amongst insurance companies and usually have some sway with the Insurer's towards claims due to significant tracts of premium over many customers. Because of their experience in their field of expertise, they can give sound advice around all sorts of issues involved in insuring properly and to the requirements of the Unit Titles Act.

**Valuation**

OXYGEN
Life just got better.

The amount of insurance cover taken by the body corporate is of significant importance to all members. Collectively the members should agree whether or not to incur the cost of a valuation for insurance purposes. The last valuation was completed on 01 May 2022 The body corporate buildings were valued at:

| 1.0 Reinstatement | Retail/Office/Carparking | Residential | Totals |
|---|---|---|---|
| 1.1 Reinstatement Value | $8,704,000 | $10,448,000 | $19,257,000 |
| 1.2 Inflationary Provision. | $1,724,000 | $2,070,000 | $3,815,000 |
| **2.0 Indemnity Value** | | | |
| 2.1 Depreciated Reinstatement Cost. | $5,701,300 | $76,000 | $12,620,300 |
| 2.2 Market Value | | | |
| 2.3 Indemnity Inflation Provision. | $417,000 | $6,000 | $924,000 |
| **3.0 Demolition.** | $583,000 | $7,000 | $1,290,000 |

Each valuer can have quite differing opinions in determining a replacement sum insured. There are certain bodies corporate who change valuers periodically or engage the services of a quantity surveyor from time to time as a way of testing previous valuation methods applied.

**Motion 23**

| BC- Insurance Excess | Ordinary Resolution |
|---|---|

**Motion: That by ordinary resolution the body corporate agrees that where an insurance claim is made through the body corporate's insurance policy by a unit owner for damage within their unit which is not the result of damage from common property, that the excess for such claim will be payable by the unit owner.**

**Mover:** Gail Donaldson **Seconder:** David Christopher Biggs

**Motion CARRIED.**

| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
|---|---|---|---|---|

***Invalid Vote Reasons***

OXYGEN
Life just got better.

| |
|---|
| 1 invalid vote(s) - Non-financial |

| **Motion 24** | |
|---|---|
| **Debt Collection** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution Oxygen be authorised by the body corporate to recover any unpaid levies or any other unpaid on charges owed to the body corporate, whether through court proceedings or otherwise, that may be outstanding for 30 days after the due date and to charge interest at the rate of 10% per annum as provided under the Unit Titles Act 2010 on any monies due from the due date until the payment date. Oxygen's costs and all costs and expenses involved in the issue of demands or legal proceedings on a full cost recovery basis shall be recoverable against the proprietor in full, pursuant to the Unit Titles Act 2010. Oxygen is directed to pursue any current debtors who are beyond 30 days of the due date using Oxygen's debt collection procedures and this includes the issuing of proceedings if required.** | |
| **Mover:** Graeme Douglas Hearfield **Seconder:** David Christopher Biggs | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| **Motion 25** | |
|---|---|
| **BC - Recovery of Breach Notice Charges and any fee's associated with Tribunal Hearings** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution the body corporate agrees that Oxygen's costs and all costs and expenses associated with issuing breach notices and or tenancy tribunal matters relating to rule's breaches will be on a full cost recovery basis recoverable against the proprietor in full.** | |
| **Mover:** Jack Morris **Seconder:** David Christopher Biggs | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

OXYGEN
Life just got better.

| **Motion 26** | |
|---|---|
| **Appointment of Building Manager** | **Ordinary Resolution** |
| Motion: That by ordinary resolution the body corporate appoint Dave Biggs as the Building Manager of the body corporate.<br>The appointment of the Building Manager is subject to;<br><br>- It is agreed that this role is not legally the same as the body corporate manager role as defined in the Unit Titles Act sections 114G-J and is only concerned with organizing building compliance and maintenance functions on behalf of the committee, and<br><br>- As discussed in committee meetings held in 2023, it is agreed that the building manager role will not be required to engage with tenants (other than the Bordeaux Bakery) or with property managers who are not themselves unit owners. | |
| **Mover:** Gail Donaldson & Jean-Louis Marcdre **Seconder:** Lisa Taylor | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Notes***<br>It was resolved that the Property Manager will contact Oxygen directly. Oxygen will then liaise with the building manager, on the matter reported to Oxygen.<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| **Motion 27** | |
|---|---|
| **Election of Chairperson** | **Ordinary Resolution** |
| Oxygen's role is to provide support to the chairperson and the committee of the body corporate to help achieve the requirements under the Act.<br><br>***Election of chairperson***<br><br>(1)<br>A body corporate must elect a chairperson by ordinary resolution at every annual general meeting of the body corporate.<br>(2) | |

OXYGEN
Life just got better.

A candidate for election as chairperson must—
(a)
be nominated by another unit owner in the unit title development;
(ab) at the time nominations are required by regulation 5(4) (f) or 7(4) (e) to be received, have no overdue body corporate levies or other amounts payable and owing to the body corporate; and
(b)
consent to the nomination.
**2A**
Despite subclause (2), a candidate for election as chairperson may nominate themself—
(a)
during the control period; and
(b)
at any time that all the principal units in the unit title development are owned by the candidate.
**(3)**
If a candidate for election as chairperson is not a natural person, the candidate must nominate a director to act as chairperson on the candidate's behalf.
(4)
The chairperson must be—
(a)
the owner of a principal unit in the unit title development; or
(b)
a director who has been nominated under subclause (3).
(5)
As soon as practicable after the annual general meeting at which he or she is elected, the chairperson must notify every unit owner in the unit title development, by each owner's preferred method of contact, of his or her election to that office.
(6)
Unless a chairperson sooner resigns or is removed from office by ordinary resolution of the body corporate, he or she holds office from the close of the general meeting at which he or she is elected until the close of the next annual general meeting.
(7)
Subject to regulation 12(7), a chairperson is eligible for re-election.

Under section 112A the chairperson elected by the body corporate will also be the chairperson of the body corporate committee, unless by ordinary resolution the body corporate decides that the chairperson elected shall not be the chair of the committee. The committee will therefore then elect the chairperson itself.

**Motion: That by ordinary resolution Jack Morris be duly elected as chairperson until the next held AGM of the body corporate.**

OXYGEN
Life just got better.

| | | | | |
|---|---|---|---|---|
| **Mover:** Gail Donaldson **Seconder:** Lisa Taylor | | | | |
| **Motion CARRIED.** | | | | |
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| |
|---|
| **Item 28** |
| **Committee Nominations - Constitution and Election of Committee** |
| A body corporate of 9 or fewer units may appoint a committee; where there are 10 or more units a committee must be appointed unless the body corporate decides not to by special resolution.<br><br>Note: A body corporate must resolve how many committee members it will have and the number of members constituting a quorum.<br><br>A committee member must be the owner of a principal unit, must be nominated by an owner of a principal unit and may nominate him/herself.<br><br>The nominees for election to the committee are:<br><br>Varvara Sidorenko<br>Pradeep Vadivel<br>Graeme Hearfield<br>Simon Holdgate<br>Gail Donaldson<br>Dave Biggs |
| |

| | |
|---|---|
| **Motion 29** | |
| **Committee - Number of Committee and Quorum** | **Ordinary Resolution** |
| A Body Corporate of 9 or fewer units may appoint a Committee; where there are 10 or more units a Committee must be appointed unless the Body Corporate decides not to by Special Resolution. A Committee member must be the owner of a principal unit, or a | |

OXYGEN
Life just got better.

| |
|---|
| director of a company that owns a unit, or an employee of a company that owns a unit provided they are authorised by the company directors. A Committee nominee can be nominated by an owner of a principal unit and may nominate himself or herself.<br><br>If the proposer is someone other than the nominee, the nominee must consent to the nomination.<br><br>All nominees that are appointed to the Committee are required to comply with the Committee code of conduct and Committee conflict of interest regime in the Unit Titles Act 2010.<br><br>***Candidates for Committee***<br>A candidate for election must have all overdue levies, or other amounts overdue to the Body Corporate, paid up as at the day/time this form must be returned (see day/time below). Otherwise their nomination cannot be accepted.<br><br>The Body Corporate Chairperson appointed at the meeting with automatically become a member of the Committee.<br><br>The Body Corporate Chairperson appointed at the meeting will automatically be the Committee Chairperson. The only exception to this is if the Body Corporate passes an ordinary resolution directing the Committee itself to appoint the Committee Chairperson from the rest of the appointed Committee members.<br><br>**Motion: That by ordinary resolution the body corporate shall have no less than 7 committee members and that 4 are required for a quorum at meetings of the body corporate committee** |
| **Mover:** David Christopher Biggs **Seconder:** Lisa Taylor |
| **Motion CARRIED.**<br><br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br><br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial |

| **Motion 30** | |
|---|---|
| **Committee Nominee No1** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution Varvara Sidorenko is elected as a committee member until the next held AGM.** | |

OXYGEN
Life just got better.

| | | | | |
|---|---|---|---|---|
| **Mover:** Jack Morris **Seconder:** Lisa Taylor | | | | |
| **Motion CARRIED.** | | | | |
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| | | | | |
|---|---|---|---|---|
| **Motion 31** | | | | |
| **Committee Nominee No2** | **Ordinary Resolution** | | | |
| **Motion: That by ordinary resolution Pradeep Vadivel is elected as a committee member until the next held AGM.** | | | | |
| **Mover:** Jack Morris **Seconder:** Lisa Taylor | | | | |
| **Motion CARRIED.** | | | | |
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| | | | | |
|---|---|---|---|---|
| **Motion 32** | | | | |
| **Committee Nominee No3** | **Ordinary Resolution** | | | |
| **Motion: That by ordinary resolution Graeme Hearfield is elected as a committee member until the next held AGM.** | | | | |
| **Mover:** Jack Morris **Seconder:** Lisa Taylor | | | | |
| **Motion CARRIED.** | | | | |
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |
| ***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | | | | |

| | |
|---|---|
| **Motion 33** | |
| **Committee Nominee No4** | **Ordinary Resolution** |

OXYGEN
Life just got better.

| |
|---|
| **Motion: That by ordinary resolution Simon Holdgate is elected as a committee member until the next held AGM.** |
| **Mover:** Jack Morris **Seconder:** Lisa Taylor |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial |

| **Motion 34** | |
|---|---|
| **Committee Nominee No5** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution Gail Donaldson is elected as a committee member until the next held AGM.** | |
| **Mover:** Jack Morris **Seconder:** Lisa Taylor | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

| **Motion 35** | |
|---|---|
| **Committee Nominee No6** | **Ordinary Resolution** |
| **Motion: That by ordinary resolution Dave Biggs is elected as a committee member until the next held AGM.** | |
| **Mover:** Jack Morris **Seconder:** Lisa Taylor | |
| **Motion CARRIED.**<br>**VOTES** Yes: 13 No: 0 Abs: 0 Inv: 1<br>***Invalid Vote Reasons***<br>1 invalid vote(s) - Non-financial | |

OXYG=N
Life just got better.

| **Item 36** |
|---|
| **BC - Delegation to the Committee information** |
| It is not practical to call for an ordinary resolution for every task which the Body Corporate needs to perform or decide between general meetings.<br><br>The Body Corporate's powers and duties and the Body Corporate Chairperson's duties can be delegated generally to a body corporate committee. This in turn gives the committee power to make decisions on the Body Corporate's behalf, and the committee chairperson power to enter into an obligation (that has been approved at either Body Corporate or committee level) if the document is signed by them and witnessed by a committee member. Or if there is no committee member, then by a member of the body corporate.<br><br>There are powers the Body Corporate cannot delegate to the committee and where decisions are necessary on those matters they must be made at Body Corporate level. Those matters are listed in section 108(2) of the Unit Titles Act, and are:<br><br>• the delegation of the Body Corporate's powers;<br>• the reassessment of ownership and utility interests;<br>• the duty of the body corporate to comply with the body corporate operational rules;<br>• the application of insurance monies in or towards the reinstatement of the development; and<br>• any matter that the Unit Titles Act provides that the body corporate must decide by special resolution. |
| |

| **Motion 37** | |
|---|---|
| **Delegation of Body Corporate Chairperson's Duties to the Committee** | **Special Resolution** |
| **Motion: That by special resolution, in accordance with section 108(1) Unit Titles Act 2010 and regulation 11(2) Unit Titles Regulations 2011, the body corporate delegates the body corporate chairperson's duties in regulation 11(1) to the body corporate committee with effect until the next AGM.** | |
| **Mover:** David Christopher Biggs **Seconder:** Graeme Douglas Hearfield | |
| **Motion CARRIED.** | |

OXYGEN
Life just got better.

| | | | | |
|---|---|---|---|---|
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |

***Invalid Vote Reasons***
1 invalid vote(s) - Non-financial

**Motion 38**

| | |
|---|---|
| **BC - Delegation of the Body Corporate's duties and powers to the Body Corporate Committee** | **Special Resolution** |

**Motion: That by special resolution, in accordance with section 108(1) Unit Titles Act 2010 (Act) the body corporate delegates its duties and powers (except those in section 108(2)) to the body corporate committee with effect until the next AGM, in order that the body corporate may fulfil its obligations under the Act and its Regulations. The body corporate committee shall report on the exercise of the delegation at each AGM of the body corporate.**

**Mover:** Jack Morris **Seconder:** David Christopher Biggs

**Motion CARRIED.**

| | | | | |
|---|---|---|---|---|
| **VOTES** | Yes: 13 | No: 0 | Abs: 0 | Inv: 1 |

***Invalid Vote Reasons***
1 invalid vote(s) - Non-financial

**Item 39**

**General Information**

**- Unit Entitlement Review**

**- Proposed changes to the Long-Term Maintenance Plan**

**- External Painting**

**- Amendment to the Body Corporate Rules; Proposal to ban smoking/ vaping within the premises - Includes of the common property area and internal units.**

It is proposed that the existing rile under Fire Alarm Activation:-