

# Edgewater Service Ltd

C/- BBC Strata Management, 42/738 Burke Road, Camberwell, VIC. 3124  
[www.edgewater Towers.com.au](http://www.edgewater Towers.com.au)

## EDGEWATER SERVICE LIMITED 12 MARINE PARADE, ST KILDA

### MINUTE OF THE 2015 ANNUAL GENERAL MEETING OF MEMBERS OF EDGEWATER SERVICE LIMITED

HELD AT THE ST KILDA SOLDIERS & SAILORS MEMORIAL HALL BUILDING  
1<sup>st</sup> FLOOR, 88-90A ACLAND STREET ST KILDA

Monday 14<sup>th</sup> December 2015

<b>PRESENT:</b>	<b><u>NAME</u></b>	<b><u>APARTMENT</u></b>
	Mr Ty Brierley	GF
	Mr Shane Jenkins	GH
	Mr John Van Der Laan	2A
	Mr & Mrs Chevalier	2B
	Mr G Smyth	2C
	Adela McMurray	2E
	Mr D Shaw	2G
	Mr Russell Jessop	3A
	Mr Mark Brickles	4G
	Mr J Leighton	5B
	Ms D Kilsby	5D
	Kim Douglas	5H
	Mr D Townsend	6G
	N Buckley & B Bilslan	7G
	Helen Nguyen	8A
	Mr A Harvey	8C
	Ms P Lever	9B
	G Moss	9D
	Mr M Cass & Ms L Nguyen	9E
	Mr S & Mrs S Kohn	9H
	Mr Nick Lykopoulos	10D
	J Bebe	10F
	Mr M Edwards	10G
	Ms A Wilkinson	11A
	Ms A Scott	12A
	Mr & Mrs L King	12C
	Dr N Edwards	12H
<b>PROXIES:</b>	B Stallard & C Donaldson	2H
	In favour of G Smyth 2C	
	L Pastro	4D
	In Favour of John Van Der Laan 2E	
	Mr L D Dee	10C
	In favour of John Van Der Laan 2E	
	P Collins	9F
	In Favour of Chairman 9H	
<b>IN ATTENDANCE:</b>	Anne McVean – BBC Strata Management	

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**CHAIRPERSON:**

**IT WAS RESOLVED** to appoint Mr Sym Kohn to act as the Chairperson of the Meeting

**MINUTES OF PREVIOUS ANNUAL GENERAL MEETING**

**IT WAS RESOLVED** that the minutes of the Annual General Meeting held on 18<sup>th</sup> February 2015, as presented to the Meeting, be confirmed as a true and accurate account of proceedings at that Meeting.

**FINANCIAL STATEMENTS:**

The financial statements that were audited by the registered company Auditor Mr Peter Cursio – Cursio & Co, and the new budget were **presented at the meeting.**

**APPOINTMENT OF**

Mr Sym Kohn & Mr Shane Jenkins having retired in accordance with the Service Agreement, and being eligible and have offered themselves for re-election, were elected unopposed.

It was noted that the following Directors remain in office having previously been appointed.

<u>Name</u>	<u>Apartment</u>
Ty Brierley	GF
John Van Der Laan	2A
Russell Jessop	3A
Mark Brickles	4G

**APPOINTMENT OF AUDITOR:**

**IT WAS RESOLVED** appoint Cursio & Co as the accounting and auditors for the auditing and accounting services required for the Service Company.

**INSURANCE:**

**It was Resolved** that the Manager obtain quotes for insurance cover prior to renewal date 20/08/2016 and submit them to the Directors for their decision.

<b>Insurer</b>	<b>CHU</b>
<b>Building</b>	<b>\$ 47,107,000.00</b>
<b>Excess</b>	<b>\$ 500.00</b>
<b>Public or Legal Liability</b>	<b>\$ 20,000,000.00</b>
<b>Voluntary Worker</b>	<b>\$ 200,000.00</b>
<b>Fidelity Guarantee</b>	<b>\$ 100,000.00</b>
<b>Office Bearer's Legal Liability</b>	<b>\$ 5,000,000.00</b>
<b>Machinery Breakdown</b>	<b>\$ 5,000.00</b>
<b>Excess</b>	<b>\$ 500.00</b>

**For further information please refer to the policy**

**PLEASE NOTE IF AN INSURABLE EVENT IS CAUSE BY YOUR APARTMENT i.e. (Burst Hot Water Unit), THEN THE OWNER OF THAT APARTMENT WILL BE LIABLE TO PAY THE EXCESS AS DISCUSSED AT THIS MEETING.**

Members are reminded that the Service Company Insurance **does not** cover contents or owner's chattels, including Carpets and floating floors, inside the apartment. Each owner should have Contents Insurance with includes personal Public Liability. Landlords are advised to have Landlords Contents cover.

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<b>SCHEDULE OF FEES:</b>	The quarterly fees will increase from \$1,300.00 to \$1,360.00 per quarter. As the 01/01/16 to 31/03/16.
<b>CHAIRMAN'S REPORT:</b>	Mr Sym Kohn, the chairman of the Board of Directors, along with other Board members, gave a visual presentation supporting the Chairman's report (attached)
<b>GENERAL BUSINESS:</b>	
<b>Who can use the Roof:</b>	The Board will seek owners input and ideas on who can access the roof at a future date.
<b>Enclosed Balcony:</b>	If balcony windows require repairs the owner must first seek permission from the Board in writing. The cost for all repairs must be borne by the owners.
<b>Overdue levies:</b>	If owners are struggling with payment of their quarterly levies, they should contact the Board through BBC Strata Management and seek to make a payment arrangement. The Board will be sympathetic to owners making a genuine attempt to clear their debt. Legal action will be taken automatically against any owner with a debt greater than \$2,000.
<b>Gas Meter Audit:</b>	Residents to supply gas meter number so that audit may be completed during 2016.
<b>Window/Building Clean:</b>	The windows will now be cleaned a quarterly basis, the building will be cleaned annually. We are endeavouring to have the windows cleaned prior to Christmas.
<b>New Washing Machines:</b>	New front loader washing machines will be fitted this year. Cost of washing/drying will increase to \$3.00
<b>New Windows:</b>	Gaps under new windows will be looked at during 2016
<b>Rubbish Chute:</b>	It was stated that abuse of the rubbish chute is still continuing and if it does not cease, may result in the construction of smaller openings or the Board may re-examine the closure of the chutes.
<b>Motor Bikes:</b>	Owners who own/use a motor bike must provide a spreader plate for the kick stand to prevent the stand sinking into the bitumen.
<b>Key Safe:</b>	Owners must not install a key safe onto the gate – this will be cut off.
<b>Smoking:</b>	If you wish to smoke please move away from the building as smoking on the common property is prohibited.
<b>Strata Conversion:</b>	Early 2016 a 'Conversion Pack' which will include – Survey, rules, and valuation price will be sent to all owners.
<b>Various:</b>	The following requests were made: <ul style="list-style-type: none"><li>- Laundry floors to be painted.</li><li>- Trees to be straightened.</li></ul>

**THERE BEING NO FURTHER BUSINESS THE MEETING WAS DECLARED CLOSED AT 8.47pm**