

Minutes of the BUDGET COMMITTEE MEETING of THE SANDS CTS 14967 held at Level 10, 36 Marine Parade Commercial Tower (Australia Fair), Southport, QLD, 4215 and VIA MICROSOFT TEAMS on Friday, 13 February 2026 at 01:00PM.

1. ATTENDANCE		
PRESENT IN PERSON	Chairperson	Anne Mikita
	Secretary	Lynette Rockett
	Ordinary Member	Becana Devencorn
	Ordinary Member	Anthony Rolf (Part of Meeting)
PROXIES	Lynette Rockett (Secretary) on behalf of Robert Griffiths Anne Mikita (Chairperson) on behalf of Michael Heffernan	
APOLOGIES	Ordinary Member	Robert Griffiths
ALSO PRESENT	Strata Management Group Lot 30/ Unit 201 Lot 5/Unit 113	Jessica Zerafa Yulia Kozlova (Part of Meeting) Suzanne Barrett

CHANGE RETURNING OFFICER FOR AGM

2. QUORUM

NOTED that the Chair advised the meeting that a quorum was present and declared the meeting open at 1:02PM.

3. CONFIRMATION OF MINUTES

3.1 CONFIRMATION OF MINUTES FROM PREVIOUS COMMITTEE MEETING

RESOLVED that the Body Corporate for THE SANDS CTS 14967 confirm the minutes from the Committee Meeting held on 11 July 2025 are a true and correct record of the proceedings of the meeting.

CARRIED
6 YES 0 NO 0 ABSTAIN

4. MATTERS ARISING FROM PREVIOUS COMMITTEE MEETING

4.1 UPDATE RE COMPLIANCE REPORTS REQUIRED

4.1.1 SINKING FUND FORECAST

NOTED that a new Sinking Fund Forecast would be completed after all major projects are completed on site.

ACTION: COMMITTEE

4.1.2 PEST CONTROL

NOTED that this has been completed and the pest control will be reviewed again in 6 months time.

ACTION: COMMITTEE

4.1.3 SLIP TESTING

NOTED that a slip test will be carried out after the completion of the Workplace Health and Safety Report.

ACTION: COMMITTEE

4.1.4 INSURANCE VALUATION

NOTED that a new Insurance Valuation would be completed after all major projects are completed on site.

ACTION: COMMITTEE

4.1.5 POOL CERTIFICATE

NOTED that an updated pool safety certificate has been obtained and that a second test would be completed at the end of February.

ACTION: COMMITTEE

4.1.6 FIRE COMPLIANCE

NOTED that Fire compliance items were completed and that the matter be closed.

4.1.7 WORK HEALTH AND SAFETY REPORT

NOTED that the Workplace Health and Safety Report has been completed and that the matter be closed.

4.2 UPDATE RE LIFT FOYER TILES

NOTED that the Committee confirmed this item will remain deferred

4.3 UPDATE RE LIFT MAINTENANCE CONTRACT

NOTED that maintenance reports are being sent to the respective parties and the matter be closed.

4.4 UPDATE RE MOTION FOR STAGE 3 AND POOL SURROUNDS

NOTED that works have been completed as approved and that the matter be closed.

4.5 UPDATE RE OUTSTANDING LEVIES LOT 81

NOTED that the amount remains outstanding and will continue to be monitored.

4.6 UPDATE RE BREACH OF PARKING BY-LAWS

NOTED that this matter would be discussed further in General Business.

4.7 UPDATE RE LIFT CYCLONE DAMAGE

NOTED that the insurance claim has been finalised and that the matter be closed.

4.8 UPDATE RE TOWING AGREEMENT

NOTED that the Body Corporate currently holds a towing contract and that the matter be closed.

4.9 UPDATE RE 2026 – 2027 FINANCIAL YEAR PRE-ISSUE LEVIES

NOTED that an Extraordinary General Meeting was not held to amend these levies and that the matter be closed.

CARRIED
6 YES 0 NO 0 ABSTAIN

5. INCOMING AND OUTGOING CORRESPONDENCE REGISTER

RESOLVED that the Body Corporate for THE SANDS CTS 14967 approved the Incoming and Outgoing Correspondence Register as received and reviewed in prior correspondence and that the registers not be included in the minutes;

AND THAT; The Body Corporate approve to RATIFY the fee waiver requests as listed within the Owners Fee Waiver Requests Register;

AND THAT; the Body Corporate approve to RATIFY the improvements and requests as listed within the Owners Improvements and Requests Register in connection with the assigned conditions;

AND THAT; Strata Management Group is requested to update all Body Corporate Registers and Records as per the decisions made.

CARRIED
6 YES 0 NO 0 ABSTAIN

It was confirmed that General Business would be discussed at this time.

10.1 OWNER MOTIONS FOR AGM

NOTED that the owner motions presented in the upcoming AGM are deemed invalid and will be declared out of order at the upcoming AGM by the Chairperson.

ACTION: CHAIRPERSON

10.2 PET APPLICATIONS

NOTED that SMG are to follow up all pet applications for Lots and Units identified below;

- Lot 53 (Unit 402) (presented at committee meeting for approval)
- Lot 18 (Unit 213)
- Lot 33 (Unit 314)
- Lot 68 (Unit 603)
- Lot 78 (Unit 701)

ACTION: SMG

10.3 POOL HEATING

NOTED that heating of the pool for the whole year was discussed. Committee noted that this could be trialed from the 1st of April and review costs and budget monthly and that SMG would supply a year supply of invoices charged previously.

ACTION: SMG

NOTED FURTHER that the Committee would review the infrastructure to confirm if a service is required prior to turning on the heating and expenses be reviewed.

ACTION: COMMITTEE

Committee Member Anthony Rolf departed the meeting after this motion.

10.4 WATERPROOFING QUOTATION

RESOLVED that the quotation obtained from Building Rectification Services for the Waterproofing (Quote number 15767) required to the property, be approved at a total cost of \$17,490.00 including GST and that the expense be paid for from the Sinking Fund.

CARRIED

5 YES 0 NO 0 ABSTAIN

ACTION: COMMITTEE

10.5 DRIFTWOOD FOB

RESOLVED that the Committee ratify the reinstatement of fob access to the property on the Driftwood Gate and that the purchase of new fobs would be at a cost of \$50.00 each.

CARRIED

5 YES 0 NO 0 ABSTAIN

ACTION: COMMITTEE

RESOLVED FURTHER that SMG provide a draft policy regarding the amount of fobs permitted per Lot and a reminder to all owners that fobs will be canceled if lost or no longer in use.

CARRIED

5 YES 0 NO 0 ABSTAIN

ACTION: SMG

10.6 SIGNAGE

RESOLVED that the Committee allocate \$2,500.00 for the installation of signage to the property as advised in the Workplace Health and Safety Report and that the expense be paid from the Administration Fund.

CARRIED

5 YES 0 NO 0 ABSTAIN

ACTION: COMMITTEE

10.7 UMBRELLA QUOTATION

RESOLVED that the quotation obtained from Skyspan Shade for the supply of two Typhoon Umbrellas be approved at a total cost of \$17,152.00 including GST and that the expense be paid from the Sinking Fund.

CARRIED

5 YES 0 NO 0 ABSTAIN

ACTION: COMMITTEE

10.8 SECURITY

RESOLVED that SMG draft a letter to all owners regarding various security concerns that have been observed on site including suspected drug use and further, that the committee be informed of the breach process for their consideration regarding this issue.

CARRIED

5 YES 0 NO 0 ABSTAIN

ACTION: SMG

10.9 DELIVERIES

RESOLVED that SMG draft a letter to all owners regarding delivery of goods and request that it be sent to a secure location to prevent future theft.

CARRIED

5 YES 0 NO 0 ABSTAIN

ACTION: SMG

10.10 PARKING

RESOLVED that SMG contact the owner and all associated parties of Lot 65 (Unit 606) of the vehicle being parked in the service contractor pay preventing the collection of the bins on site and further that residents not contact the Caretaker after hours regarding parking on site. Further to this, the Owner consider the installation of bollards to their parking space.

CARRIED

5 YES 0 NO 0 ABSTAIN

10.11 WATER INGRESS LOT 50 (Unit 405)

RESOLVED that SMG contact the owner of Lot 65 (Unit 606) regarding their conditioning installation conditions to ensure the waste pipe is plumbed into storm water drainage resulting in the impact of water run off to Lot 50 (Unit 405).

CARRIED
5 YES 0 NO 0 ABSTAIN
ACTION: SMG

10.12 WATER ENQUIRY

RESOLVED that the Committee request a plumber report be obtained from the Owner of Lot 46 (Unit 301) confirming cause of plumbing issues within the Lot.

CARRIED
5 YES 0 NO 0 ABSTAIN
ACTION: COMMITTEE

10.13 BRS UPDATE

NOTED that an update was provided at the meeting and that works are expected to be completed in the near future. It was noted variations including the installation of concrete pillars are to be obtained including engineering drawings for review for further confirmation.

RESOLVED that the Committee would contact the insurance broker regarding an update on these matters.

CARRIED
5 YES 0 NO 0 ABSTAIN
ACTION: COMMITTEE

The Owner of Lot 30 (Unit 201) departed the meeting at this motion.

6. FINANCIALS

6.1 STATEMENT OF ACCOUNTS

RESOLVED that the Body Corporate for THE SANDS CTS 14967 approved the Statement of Accounts as tabled at the meeting showing the following:

Administration Fund	\$213,118.98
Sinking Fund	\$148,950.65

CARRIED
5 YES 0 NO 0 ABSTAIN

6.2 AGED BALANCE LIST & ARREARS UPDATE

RESOLVED that the Body Corporate for THE SANDS CTS 14967 approved the Aged Balance List & Arrears Update as tabled at the meeting.

CARRIED
5 YES 0 NO 0 ABSTAIN

6.3 PROPOSED ADMINISTRATION AND SINKING FUND BUDGET

SINKING FUND

NOTED that the following items were included in the proposed budget to be included in the upcoming AGM:

- Budget of \$3,000 included for Doors & Windows
- Budget of \$10,000 included for Electrical Repairs
- Budget of \$500,000 included for Concrete Works
- Budget of \$5,000 included for Fire Protection Equipment
- Budget of \$25,000 included for Lift Maintenance
- Budget of \$20,000 included for Plumbing
- Budget of \$10,000 included for Pools & Spas
- Budget of \$5,000 included for Pumps, Filters & Motors

Due to these inclusions, the proposed budget and levies to be raised will be a total of \$601,939.00 and that this is to be presented at the upcoming AGM for all owners to vote on.

ADMINISTRATION FUND

NOTED that the following items were included in the proposed budget to be included in the upcoming AGM:

- Budget of \$25,000 included for Cleaning
- Budget of \$5,000 included for Consultancy Fees
- Budget of \$10,000 included for Plumbing Maintenance
- Budget of \$10,000 included for Utilities Gas

Due to these inclusions, the proposed budget and levies to be raised will be a total of \$250,000.00 and that this is to be presented at the upcoming AGM for all owners to vote on.

INSURANCE

NOTED that the meeting was advised that the Body Corporate is legislatively required to raise an insurance levy from the Owners. This is due to the total interest entitlements differing from the contribution entitlements. The contributions raised from the insurance levy are to fund the insurance premium.

RESOLVED that the Body Corporate for THE SANDS CTS 14967 approved the proposed budget documentation to be circulated to all Owners with the Annual General Meeting paperwork as per the below-

Administration Fund:

Opening Balance: \$213,118.98
 Proposed Expenditure: \$464,975.00
 Planned Amount of Surplus at End of Financial Year: \$109,572.81
 Levies to be Raised (excluding Insurance Levy): \$250,000.00
 Last Year's Levies Raised (excluding Insurance Levy): \$359,928.00

Insurance Fund:

Levies to be Raised: \$200,000.00
 Last Year's Levies Raised: \$220,830.00

Sinking Fund:

Opening Balance: \$148,950.65
 Proposed Expenditure: \$603,000.00
 Planned Amount of Surplus at End of Financial Year: \$27,501.65
 Levies to be Raised: \$601,939.00
 Last Year's Levies Raised: \$669,866.00

CARRIED
5 YES 0 NO 0 ABSTAIN
ACTION: SMG

7. INSURANCE CLAIMS UPDATE

NOTED that Strata Management Group confirmed that the Body Corporate currently has the following open claims and provided an update on each as per the below-

Claim 1- LIFT CYCLONE DAMAGE

The Committee confirmed that this claim is now closed.

CARRIED
5 YES 0 NO 0 ABSTAIN

8. COMPLIANCE AND MAINTENANCE REPORTS

NOTED that Strata Management Group and the Committee discussed the update in relation to the general compliance requirements for the Body Corporate earlier in the meeting and that no further action was required.

CARRIED
5 YES 0 NO 0 ABSTAIN

9. ANNUAL GENERAL MEETING

9.1 ANNUAL GENERAL MEETING DETAILS

RESOLVED that the Annual General Meeting be held via Microsoft Teams and at Commercial Tower, Level 10, 36 Marine Parade, Southport, QLD, 4215 on 26 March 2026 commencing at 01:00 PM.

CARRIED
5 YES 0 NO 0 ABSTAIN

9.2 COMMITTEE NOMINATIONS RECEIVED

NOTED that the Committee were advised that the following nominations were received prior to the end of financial year.

Chairperson –	Anne Mikita
Secretary –	Lynette Rockett
Treasurer –	Suzanne Barrett
Ordinary Member –	Suzanne Barrett
	Becana Devencorn
	Robert Griffiths
	Michael Hefferan
	Scott Hunt
	Anne Mikita
	Lynette Rockett
	Anthony Rolf

9.3 OWNER MOTIONS RECEIVED

NOTED that the Committee was advised that the following owner motion/s have been received for the inclusion on the Annual General Meeting paperwork.

FURTHER NOTED that Owners were reminded that as per the legislation a motion must:

- include any necessary quotes and other documents
- be clear
- be enforceable

FURTHER NOTED that as per the legislative requirements an owner's motion must be put on the meeting voting paper without any change to the wording as submitted directly by the Owner, this includes any grammatical and spelling errors.

FURTHER NOTED that SMG advised that even if the Owners motion submitted is unlawful, unenforceable or would, if passed, conflict with the *Body Corporate and Community Management Act 1997*, the committee cannot refuse the owner's motion to be included on the meeting voting paper. However, the chairperson may rule it 'out of order' at the general meeting.

MOTION 10 – POOL USE DURING WINTER 2025 - Ordinary Resolution Without use of Proxies – BY SECRET BALLOT

Submitted By: Owner Lot 43 - J. Goodfellow

THAT the Body Corporate for THE SANDS CTS 14967 provide all owners with the minutes of the meeting where it was decided to use the [pool] during the 2025 winter months.

OWNER'S MOTION 11 – SHORT-TERM LETTING IN THE SCHEME - Ordinary Resolution Without use of Proxies – BY SECRET BALLOT

Submitted By: Owner Lot 43 - J. Goodfellow

THAT the Body Corporate for THE SANDS CTS 14967 advise owners how many Lots in the building are let to short-term guests, so that residents can be aware of how many strangers could be in the premises on any given night.

OWNER'S MOTION 12 – COMMON PROPERTY ITEMS - Ordinary Resolution Without use of Proxies – BY SECRET BALLOT

Submitted By: Owner Lot 43 - J. Goodfellow

THAT the Body Corporate for THE SANDS CTS 14967 advise owners of where missing items such as laundry tables and ironing boards can be located and provide the minutes of the meeting where their re-location was decided.

9.4 COMMITTEE MOTIONS RECEIVED

RESOLVED that the Committee advised that the following motions are required for the inclusion on the Annual General Meeting voting paper:

9.1 FIXED ADMINISTRATION AGREEMENT - STRATA MANAGEMENT GROUP - (ONE YEAR) - Ordinary Resolution Without use of Proxies – BY SECRET BALLOT

Submitted by Committee

THAT the Body Corporate approves for all Owners to vote electronically at all General Meetings in accordance with the Electronic Transactions (QLD) Act 2001 under Section 122 of the Body Corporate and Community Management Act 1997 the Body Corporate engage Strata Management Group Pty

Ltd ("the Manager") for a term of One (1) Year commencing on 01/04/2026 to 31/03/2027 for a fee of \$275.00 per lot per annum exclusive of GST, being a bulk agreement inclusive of all services agreed to be provided under the Agreed Services (Section 6) of the Agreement (attached) and be authorised to exercise all of the powers of the executive committee in accordance with Section 119 of the Body Corporate and Community Management Act 1997, the details of which are contained in the agreement attached to this notice ("the Agreement").

COMMITTEE RECOMMENDATION

CARRIED
5 YES 0 NO 0 ABSTAIN
ACTION: SMG

9.2 FIXED ADMINISTRATION AGREEMENT - STRATHASPERE - (ONE YEAR) - Ordinary Resolution Without use of Proxies – BY SECRET BALLOT

Submitted by: Owner Lot 1: L Rockett

1. **THAT** the Body Corporate enters into an Administration Agreement with Strata Sphere Management Pty. Ltd. as circulated with the notice of this general meeting, for a period of one (1) year, commencing on 1 April, 2026 at a fee of \$13,365.00 per annum (ex GST), plus fixed disbursements of \$7,920.00 per annum (ex GST) and other fees as per the attached Agreement, and that two members of the Committee execute the Agreement on behalf of the Body Corporate; and further that:
 - a) The Strata Manager if one is engaged, or the Secretary otherwise, have custody of the common seal and be authorised to affix and attest to the common seal, where a common seal is still required by legislation; and
 - b) Strata Sphere Management Pty Ltd be given authority to open and maintain a bank account in the name of the Body Corporate for THE SANDS CTS 14967 and that representatives of Strata Sphere Management Pty Ltd be authorised to deal on that bank account from the date of passing of this resolution; and
 - c) The address for service of notices on the body corporate be changed to the post office box of Strata Sphere Management Pty Ltd as nominated from time to time; and
 - d) In the event of an audit being required, the audit of the Books and Accounts of the Body Corporate shall be carried out by Hospitality and Strata; and
 - e) Hospitality and Strata be appointed as the registered Taxation Agent for the body corporate; and
 - f) Benita Williams of Strata Sphere Management Pty Ltd be appointed public officer for taxation purposes.

9.5 DRAFT ANNUAL GENERAL MEETING VOTING PAPER

RESOLVED that the Body Corporate for THE SANDS CTS 14967 approve the DRAFT AGM Voting Paper as tabled at the meeting subject to the following amendments-

- Inclusion of Returning Officer
- Motion 5 – Adoption of Administration Fund Levy & Advance
- Motion 7 – Adoption of Sinking Fund Levy & Advance

CARRIED
5 YES 0 NO 0 ABSTAIN
ACTION: SMG

10. GENERAL BUSINESS

10.1 NEXT MEETING

NOTED that the next Committee Meeting has been scheduled for **date and time to be confirmed**.

As there was no further general business the Chair declared the meeting closed at 2:28pm.