



THE SANDS CTS 14967

MINUTES OF THE ANNUAL GENERAL MEETING

Date 17 Apr 2025
Time 10:00 AM
Location Capitol Body Corporate - Level 1, 193 Ferry Road, Southport, QLD, 4215

Represented	Lot #	Lot Owner	Capacity
	Lot 1	L Rockett	Via present in person and electronic vote
	Lot 6	S Stacey	Via electronic vote
	Lot 10	G & K Georgoulas	Via electronic vote
	Lot 11	A & K Inan & E Siani	Via A Inan electronic vote
	Lot 12	A & E Siani	Via A Siani electronic vote
	Lot 13	T B Franke Investments Pty Ltd as trustee	Via company nominee to T Franke electronic vote
	Lot 14	L Rockett	Via present in person and electronic vote
	Lot 15	R and N Porter	Via electronic vote
	Lot 16	Palhares Holdings Pty Ltd	Via company nominee to D Palhares electronic vote
	Lot 17	Palhares Holdings Pty Ltd	Via company nominee to D Palhares electronic vote
	Lot 18	L Rockett	Via present in person and electronic vote
	Lot 25	R & C Martin	Via R Martin present in person and electronic vote
	Lot 26	K Inan & A Siani	Via A Siani electronic vote
	Lot 30	Y Kozlova & W Martinez	Via Y Kozlova electronic vote
	Lot 31	S-E Aliuddin	Via electronic vote
	Lot 34	A Palushi	Via electronic vote
	Lot 38	B Dunham	Via electronic vote
	Lot 39	GM Griffiths	Via POA to R Griffiths electronic vote
	Lot 40	LJR & RD Superannuation Fund	Via company nominee to L Rockett electronic vote
	Lot 42	Z & G Palushi	Via G Palushi electronic vote
	Lot 43	J Goodfellow	Via electronic vote
	Lot 45	L Rockett & B Devencorn & V Bastos	Via L Rockett electronic vote
	Lot 48	S Braganza	Via electronic vote
	Lot 49	A & P Crouch	Via A Crouch electronic vote
	Lot 51	J & S Turner	Via S Turner present in person and electronic vote
	Lot 52	A Palushi	Via electronic vote
	Lot 53	P & S Douglas	Via P Douglas electronic vote
	Lot 54	Emtron Pty Ltd.	Via electronic vote
	Lot 56	K Inan & A Siani	Via A Siani electronic vote
	Lot 58	B Devencorn & V Bastos	Via V Bastos electronic vote
	Lot 59	A Tinson	Via electronic vote
	Lot 61	MHP Management Services P/L	Via company nominee to A Mikita electronic vote
	Lot 62	M & J Memmolo	Via electronic vote
	Lot 63	L Rockett	Via present in person and electronic vote
	Lot 64	A, S, M & O Bourboulas	Via S Bourboulas electronic vote
	Lot 66	L Rockett	Via present in person and electronic vote
	Lot 67	L Rockett	Via present in person and electronic vote



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Lot 68	G & S Turner	Via S Turner present in person and electronic vote
Lot 69	LJR & RD Superannuation Fund	Via company nominee to L Rockett electronic vote
Lot 72	L Rockett	Via present in person and electronic vote
Lot 76	J McWilliams	Via electronic vote
Lot 77	L Rockett	Via present in person and electronic vote
Lot 78	M Thompson	Via electronic vote
Lot 79	MHP Management Services P/L	Via company nominee to A Mikita electronic vote
Lot 86	C Evans	Via electronic vote
Lot 87	Malcott Pty Ltd	Via company nominee to P Schmidt electronic vote
Lot 88	L Rockett	Via present in person and electronic vote
Lot 90	E & A Siani	Via A Siani electronic vote
Lot 94	J and M Macri	Via electronic vote
Lot 95	A & M Rolf Investments Pty Ltd	Via company nominee to M Rolf electronic vote
Lot 96	M Rolf	Via present in person and electronic vote
Lot 97	M Rolf	Via present in person and electronic vote

In attendance Y Ellingham Capitol

Apologies Nil

Chairperson A Rolf

Quorum The Chairperson declared that there was a quorum for the meeting.
The meeting commenced at 10:04 AM

1. Previous Minutes - BY SECRET BALLOT:

Resolved that the minutes of the previous general meeting 27th of August 2024 be confirmed.

Ordinary Resolution Without use of Proxies

Motion CARRIED.	Yes: 46	No: 1	Abstain: 4	Invalid: 0
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2. Statement of Accounts - BY SECRET BALLOT:

Resolved that the accompanying audited financial statements for the financial period to 31/12/24 to be adopted.

Ordinary Resolution Without use of Proxies

Motion CARRIED.	Yes: 49	No: 1	Abstain: 1	Invalid: 0
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3. Administrative Fund Budget - BY SECRET BALLOT:

Resolved that the proposed administrative fund budget of \$359,928.00 including GST be adopted for the next 12 months for the period to 31st December 2025 and that contributions be levied on owners in accordance with the following table:-

Levy Status	Period From	Period To	Due	Admin Fund	Per Lot Ent.
	01/01/2025	31/03/2025	01/01/2025	\$89,982.00	\$9.00
	01/04/2025	30/06/2025	01/04/2025	\$89,982.00	\$9.00
	01/07/2025	30/09/2025	01/07/2025	\$89,982.00	\$9.00
	01/10/2025	31/12/2025	01/10/2025	\$89,982.00	\$9.00
Total	01/01/2025	31/12/2025		\$359,928.00	\$36.00

Overdue levies attract interest at the rate of 2.5% per month.

All levies are subject to 20% discount for prompt payment.

Ordinary Resolution Without use of Proxies

Motion CARRIED.

Yes: 50

No: 1

Abstain: 0

Invalid: 0

4. Administrative Fund Interim Levy - BY SECRET BALLOT:

Resolved that the interim levy notices for the following financial period be issued in accordance with the following table:-

Interim Periods

Levy Status	Period From	Period To	Due	Admin Fund	Per Lot Ent.
To be Issued	01/01/2026	31/03/2026	01/01/2026	\$89,982.00	\$9.00
To be Issued	01/04/2026	30/06/2026	01/04/2026	\$89,982.00	\$9.00
Total	01/01/2026	30/06/2026		\$179,964.00	\$18.00

Overdue levies attract interest at the rate of 2.5% per month.

All levies are subject to 20% discount for prompt payment.

Ordinary Resolution Without use of Proxies

Motion CARRIED.

Yes: 49

No: 2

Abstain: 0

Invalid: 0



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5. Insurance Fund Budget - BY SECRET BALLOT:

Resolved that the proposed insurance fund budget of \$220,830.00 including GST be adopted for the next 12 months for the period to 31st of December 2025 and that contributions be levied on owners in accordance with the following table:-

Levy Status	Period From	Period To	Due Date	Amount per entitlement*
	01/01/2025	31/03/2025	01/01/2025	\$0.65
	01/04/2025	30/06/2025	01/04/2025	\$0.66
	01/07/2025	30/09/2025	01/07/2025	\$0.48
	01/10/2025	31/12/2025	01/10/2025	\$0.49
Total	01/01/2025	31/12/2025		\$2.28

Overdue levies attract interest at the rate of 2.5% per month.

All levies are subject to 20% discount for prompt payment.

Ordinary Resolution Without use of Proxies

Motion CARRIED.

Yes: 44

No: 2

Abstain: 5

Invalid: 0

6. Insurance Fund Interim Levy - BY SECRET BALLOT:

Resolved that the interim levy notices for the following financial period be issued in accordance with the following table:-

Interim Periods

Levy Status	Period From	Period To	Due Date	Amount per entitlement*
To be Issued	01/01/2026	31/03/2026	01/01/2026	\$0.29
To be Issued	01/04/2026	30/06/2026	01/04/2026	\$0.28
Total	01/01/2026	30/06/2026		\$0.57

Overdue levies attract interest at the rate of 2.5% per month.

All levies are subject to 20% discount for prompt payment.

Ordinary Resolution Without use of Proxies

Motion CARRIED.

Yes: 44

No: 1

Abstain: 6

Invalid: 0



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7. Sinking Fund Budget - BY SECRET BALLOT:

Resolved that the proposed sinking fund budget of \$669,866.00 including GST be adopted for the next 12 months for the period to 31st of December 2025 and that contributions be levied on owners in accordance with the following table:-

Levy Status	Period From	Period To	Due	Sinking Fund	Per Lot Ent.
	01/01/2025	31/03/2025	01/01/2025	\$67,486.50	\$6.75
	01/04/2025	30/06/2025	01/04/2025	\$67,486.50	\$6.75
	01/07/2025	30/09/2025	01/07/2025	\$267,446.50	\$26.75
	01/10/2025	31/12/2025	01/10/2025	\$267,446.50	\$26.75
Total	01/01/2025	31/12/2025		\$669,866.00	\$67.00

Overdue levies attract interest at the rate of 2.5% per month.

All levies are subject to 20% discount for prompt payment.

Ordinary Resolution Without use of Proxies

Motion CARRIED.

Yes: 43

No: 3

Abstain: 5

Invalid: 0

8. Sinking Fund Interim Levy - BY SECRET BALLOT:

Resolved that the interim levy notices for the following financial period be issued in accordance with the following table:-

Interim Periods

Levy Status	Period From	Period To	Due	Sinking Fund	Per Lot Ent.
To be Issued	01/01/2026	31/03/2026	01/01/2026	\$167,466.50	\$16.75
To be Issued	01/04/2026	30/06/2026	01/04/2026	\$167,466.50	\$16.75
Total	01/01/2026	30/06/2026		\$334,933.00	\$33.50

Overdue levies attract interest at the rate of 2.5% per month.

All levies are subject to 20% discount for prompt payment.

Ordinary Resolution Without use of Proxies

Motion CARRIED.

Yes: 44

No: 2

Abstain: 5

Invalid: 0



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9. Audit - BY SECRET BALLOT:

Moved that the body corporate's statement of accounts for the financial year to 31st of December 2025 not be audited.

Note: *If you want the accounts to be Audited, Vote 'No', if you **do not** want the accounts to be Audited, vote 'Yes'.*

The financial year statements for your body corporate were last audited in 2025.

Special Resolution Without use of Proxies

Motion DEFEATED.	Yes: 9	No: 42	Abstain: 0	Invalid: 0
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10. Appointment of Auditor - BY SECRET BALLOT:

Resolved that Kelly & Partners be appointed to audit the statement of accounts should the previous motion fail.

Ordinary Resolution Without use of Proxies

Motion CARRIED.	Yes: 44	No: 6	Abstain: 1	Invalid: 0
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11. Insurances - BY SECRET BALLOT:

Resolved that the current insurance coverage be confirmed and that the Committee be authorised to approve the premium on renewal when due.

Amount of premium (including taxes and fees)

Policy Number	Underwriter	Current To	Risk Type	Coverage Amount
HS0006121611	Flex Insurance	14 Aug 2025	BUILDING	\$57,614,692.00
			PUBLIC LIABILITY	\$30.00 ,000,000
			COMMON CONTENTS	\$576,147.00
			LOSS OF RENT	\$8,642,203.00
			FIDELITY GUARANTEE	\$250,000.00
			VOLUNTARY WORKS	Insured
			OFFICE BEARERS	\$5,000,000.00
			MACHINERY BREAKDOWN	\$250,000.00
			CATASTROPHE	\$8,642,203.00
			EXT COVER - RENT/TEMP	\$1,296,330.00
			ESC IN COST OF TEMP	\$432,110.00
			STORAGE/EVAUCATION	\$432,110.00
			GOVERMENT AUDIT COS	\$25,000.00
			WH&S APPEAL EXPENSES	\$100,000.00
			LEGAL EXPENSES	\$50,000.00
			LOT OWNERS IMPROVEME	\$250,000.00
FLOOD	Insured			
TOTAL PREMIUM: \$220,820.30				

Basic Excess	\$10,000.00
Date of renewal	14th August 2025
Date of most recent insurance valuation	23 Mar 2020
Most recent building valuation amount	\$47,489,000.00

Ordinary Resolution Without use of Proxies
Motion CARRIED.

Yes: 43

No: 2

Abstain: 6

Invalid: 0



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12. Appointment of Body Corporate Manager:

Group of same-issue motions – please refer to the statutory explanatory schedule for instructions on how to vote on this motion.

Instructions for voting on a group of motions dealing with the same issue. A voter may vote yes, no, or abstain for 1 or more of the motions in this group.

12.1. Capitol Body Corporate Administration Appointment - BY SECRET BALLOT:

Moved that Capitol Strata Management (Gold Coast) be appointed body corporate manager for a term commencing on 2nd of June 2025 for 2 years and terminating on 1st of June 2027 for their fee of \$119.00 + GST per lot per annum plus disbursements relating to the agreed services as set out in the administration agreement plus Section 205 fees, and with authority pursuant to section 119 of the *Body Corporate and Community Management Act 1997* to exercise the powers of an executive member of the committee so far as is necessary for the body corporate manager to perform the agreed services specified in the administration agreement, and that any member of the committee, voting or non-voting, is hereby authorised to sign the administration agreement on behalf of the body corporate.

Ordinary Resolution Without use of Proxies

Motion DEFEATED.	Yes: 9	No: 40	Abstain: 2	Invalid: 0
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12.2. Body Corporate Manager - Administration Agreement - BY SECRET BALLOT:

THAT 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 year commencing on 01/04/2025 and expiring 12 months thereafter being 31/3/2026 for a management fee of \$80.00 per lot per annum excluding GST plus fixed disbursements of \$40.00 per lot per annum excluding GST for the purpose of providing administrative services to the body corporate and further 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").

FURTHER THAT Mr Andrew Peters Director of Strata Management Group Pty Ltd, be appointed as the Public Officer for the Body Corporate to accept service of process or notices and for any purpose relating to taxation matters. In particular Strata Management Group Pty Ltd administration shall arrange for the lodgement of taxation returns on behalf of the Body Corporate as required by the Commissioner of Taxation.

FURTHER THAT the body corporate authorise the Manager to complete a DERM Form 14 on behalf of the body corporate to change the address for services of notices to an address that is at the discretion of the Manager.

FURTHER THAT the agent be authorised to open and operate a bank account on behalf of the body corporate *on or after the date of this meeting*, in accordance with the provisions of Section 151 of the *Body Corporate and Community Management Act 1997* and the delegated powers contained in the Body Corporate Management Agreement.

FURTHER THAT the body corporate grant custody of the common seal to Strata Management Group Pty Ltd and be authorised to affix the common seal in accordance with the Regulation.

FURTHER THAT the secretary and chairman of the body corporate be authorised to insert dates as agreed by the body corporate, in the agreement and execute the Agreement on behalf of the body corporate.

Ordinary Resolution Without use of Proxies

Motion CARRIED. **Yes: 41** **No: 8** **Abstain: 2** **Invalid: 0**

Motion 12.2 was chosen as the outcome for this same issue motion as it had the highest number of Yes votes from the qualifying motions.

13. Special Levy Motion - BY SECRET BALLOT:

Resolved that the body corporate raise a special sinking fund contribution of \$99,000.00 to increase the sinking fund balance and the contribution be levied on owners in accordance with the following table

Levy period	Amount per contribution schedule lot entitlement (inc GST)		Date payable
First instalment	\$	4.95	01/07/2025
Second instalment	\$	4.95	01/10/2025

Ordinary Resolution Without use of Proxies

Motion CARRIED. **Yes: 42** **No: 8** **Abstain: 2** **Invalid: 0**



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14. Phase 3 Building Façade Repairs - BY SECRET BALLOT:

Resolved that the Body Corporate engage BRS to undertake the Building Façade Repairs Phase 3 in accordance with their quotation number 15096a dated 11 March 2025 for an amount of \$98,574.30 including GST with the cost to be paid from the Sinking Fund.

Ordinary Resolution Without use of Proxies

Motion CARRIED. Yes: 44 No: 2 Abstain: 5 Invalid: 0

15. Phase 4 Building Façade Repairs - BY SECRET BALLOT:

Resolved that the Body Corporate engage BRS to undertake the Building Façade Repairs Phase 4 in accordance with their quotation number 15097a dated 11 March 2025 for an amount of \$687,148.00 including GST with the cost to be paid from the Sinking Fund.

Ordinary Resolution Without use of Proxies

Motion CARRIED. Yes: 42 No: 8 Abstain: 1 Invalid: 0

16. Insurance Declaration - BY SECRET BALLOT:

Resolved that Bright & Duggan give a written undertaking within 14 days of the AGM to committee that Bright & Duggan have no affiliation or association with current insurer. Only one quote was provided for \$220,000.00 plus \$10,000.00 interest.

Ordinary Resolution Without use of Proxies

Motion CARRIED. Yes: 15 No: 6 Abstain: 30 Invalid: 0

17. Lift Upgrade by Liftronic - BY SECRET BALLOT:

Resolved that the body corporate provide detailed costings on lift upgrade and schedule of work that was carried out and signed by Liftronic within 30 days of AGM.

Ordinary Resolution Without use of Proxies

Motion CARRIED. Yes: 14 No: 11 Abstain: 27 Invalid: 0

18. Lift Maintenance Agreement - BY SECRET BALLOT:

Resolved that the body corporate approves Liftronic to undertake the lift maintenance on the passenger lifts as per their quotation included in the tender document from Lift Logic commencing 1 May 2025 for an amount of \$11,660.00 per annum including GST for a 5 year term with 12 maintenance visits per year.

Ordinary Resolution Without use of Proxies

Motion CARRIED. Yes: 43 No: 8 Abstain: 1 Invalid: 0



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COMMITTEE ELECTION

Chairperson

Anne Mikita has been elected as Chairperson

Secretary

Lynette Rockett has been elected unopposed as Secretary.

Treasurer

Susan Turner has been elected as Treasurer

Ordinary Member

Becanna Devencorn, Michael Hefferan, Robert Griffiths and Anthony Rolf have been elected to the committee.



Invoice approval hub

The committee should select one or more members to approve invoices securely online using the invoice approval hub (accessed via the Capitol Owner Login).

Approver: Lynette Rockett

Closure Secretary

The Chairperson declared the meeting closed at 10:23 AM
L Rockett
c/- Capitol Body Corporate Administration
PO Box 4549 Ashmore QLD 4214
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