

Ana Petrovski  
22/3-5 Norman Street  
SOUTHPORT QLD 4215

# Annual General Meeting Minutes

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## SEABAY CTS 28805

### Annual General Meeting minutes

**Date** Thursday, 29 May 2025  
**Time** 02:00 PM  
**Location** Southport Central Level 3, Tower 3 9 Lawson Street, Southport BC, QLD, 4215

#### Attendance

| Lot | Owner                          | Capacity                  |
|-----|--------------------------------|---------------------------|
| 2   | George Rouvas                  | Owner present (pre-voted) |
| 5   | Scott Davis                    | Electronic vote           |
| 8   | John Edward Brown              | Owner present             |
| 11  | Lachlan Hickey                 | Electronic vote           |
| 13  | Susan Goodall and Mark Le Gros | Electronic vote           |
| 19  | Tony Rolph                     | Electronic vote           |
| 24  | Luke Allen                     | Electronic vote           |
| 27  | Belinda Waters                 | Electronic vote           |
| 35  | Morris Lane                    | Paper vote                |

#### Also in attendance

| Name      | Representing                     |
|-----------|----------------------------------|
| Adam Ford | Archers the Strata Professionals |

**Chairperson** George Rouvas

**Quorum** The Chairperson declared that quorum was achieved.

Note: All motions are submitted by the committee unless otherwise stated.

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### 1. Minutes

That the minutes of the last general meeting held on 15th of February 2024 be confirmed.

Ordinary Resolution **6 Yes** **0 No** **3 Abstain**

**Motion CARRIED.**

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## 2. Statement of accounts

That the body corporate adopts the statement of accounts for the financial year ended 31st of October 2024 as circulated with this notice.

|                     |              |             |                  |
|---------------------|--------------|-------------|------------------|
| Ordinary Resolution | <b>9 Yes</b> | <b>0 No</b> | <b>0 Abstain</b> |
|---------------------|--------------|-------------|------------------|

**Motion CARRIED.**

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## 3. Audit

That the body corporate's statement of accounts for the financial year ending 31st of October 2025 *not* be audited.

|                    |              |             |                  |
|--------------------|--------------|-------------|------------------|
| Special Resolution | <b>4 Yes</b> | <b>4 No</b> | <b>1 Abstain</b> |
|--------------------|--------------|-------------|------------------|

**Motion DEFEATED.**

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## 4. Appointing an auditor

That in the event of an audit being required the body corporate appoint the following:

PKF Chartered Accountants

|                     |              |             |                  |
|---------------------|--------------|-------------|------------------|
| Ordinary Resolution | <b>7 Yes</b> | <b>0 No</b> | <b>2 Abstain</b> |
|---------------------|--------------|-------------|------------------|

**Motion CARRIED.**

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## 5. Administrative fund budget and contributions

That an administrative fund budget for the year ending 31st of October 2025 and totalling \$166,551.00 including GST be adopted and levied in the following manner and be subject to a discount of 20% if paid by the due date:

| Levy Status    | Financial Period | Period From        | Period To          | Due         | Admin Fund          | Per Contribution Lot Entitlement |
|----------------|------------------|--------------------|--------------------|-------------|---------------------|----------------------------------|
| Already Issued | Current          | 01 Nov 2024        | 31 Jan 2025        | 01 Nov 2024 | \$40,425.12         | \$249.53778                      |
| Already Issued | Current          | 01 Feb 2025        | 30 Apr 2025        | 01 Feb 2025 | \$40,425.12         | \$249.53778                      |
| To be Issued   | Current          | 01 May 2025        | 31 Jul 2025        | 01 May 2025 | \$42,850.38         | \$264.50852                      |
| To be Issued   | Current          | 01 Aug 2025        | 31 Oct 2025        | 01 Aug 2025 | \$42,850.38         | \$264.50852                      |
| <b>Total</b>   |                  | <b>01 Nov 2024</b> | <b>31 Oct 2025</b> |             | <b>\$166,551.00</b> | <b>\$1,028.09259</b>             |

And that the interim levies for the following financial year be issued as follows:

### Interim Periods

| Levy Status  | Financial Period | Period From        | Period To          | Due         | Admin Fund         | Per Contribution Lot Entitlement |
|--------------|------------------|--------------------|--------------------|-------------|--------------------|----------------------------------|
| To be Issued | Next             | 01 Nov 2025        | 31 Jan 2026        | 01 Nov 2025 | \$42,850.38        | \$264.50850                      |
| To be Issued | Next             | 01 Feb 2026        | 30 Apr 2026        | 01 Feb 2026 | \$42,850.38        | \$264.50850                      |
| <b>Total</b> |                  | <b>01 Nov 2025</b> | <b>30 Apr 2026</b> |             | <b>\$85,700.75</b> | <b>\$529.01700</b>               |

Ordinary Resolution

**8 Yes**

**0 No**

**1 Abstain**

**Motion CARRIED.**

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## 6. Sinking fund budget and contributions

That the sinking fund budget for the year ending 31st of October 2025 and totalling \$38,500.00 including GST be adopted and levied in the following manner and be subject to a discount of 20% if paid by the due date:

| Levy Status    | Financial Period | Period From        | Period To          | Due         | Sinking Fund       | Per Contribution Lot Entitlement |
|----------------|------------------|--------------------|--------------------|-------------|--------------------|----------------------------------|
| Already Issued | Current          | 01 Nov 2024        | 31 Jan 2025        | 01 Nov 2024 | \$6,325.02         | \$39.04333                       |
| Already Issued | Current          | 01 Feb 2025        | 30 Apr 2025        | 01 Feb 2025 | \$6,325.02         | \$39.04333                       |
| To be Issued   | Current          | 01 May 2025        | 31 Jul 2025        | 01 May 2025 | \$12,924.98        | \$79.78383                       |
| To be Issued   | Current          | 01 Aug 2025        | 31 Oct 2025        | 01 Aug 2025 | \$12,924.98        | \$79.78383                       |
| <b>Total</b>   |                  | <b>01 Nov 2024</b> | <b>31 Oct 2025</b> |             | <b>\$38,500.00</b> | <b>\$237.65432</b>               |

And that the interim levies for the following financial period be issued as follows:

### Interim Periods

| Levy Status  | Financial Period | Period From        | Period To          | Due         | Sinking Fund       | Per Contribution Lot Entitlement |
|--------------|------------------|--------------------|--------------------|-------------|--------------------|----------------------------------|
| To be Issued | Next             | 01 Nov 2025        | 31 Jan 2026        | 01 Nov 2025 | \$12,924.98        | \$79.78383                       |
| To be Issued | Next             | 01 Feb 2026        | 30 Apr 2026        | 01 Feb 2026 | \$12,924.98        | \$79.78383                       |
| <b>Total</b> |                  | <b>01 Nov 2025</b> | <b>30 Apr 2026</b> |             | <b>\$25,849.96</b> | <b>\$159.56766</b>               |

Ordinary Resolution

**9 Yes**

**0 No**

**0 Abstain**

**Motion CARRIED.**

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## 7. Insurance

That the following insurance be confirmed:

| Policy Number              | Underwriter                | Current To  | Risk Type        | Coverage        | Excess     |
|----------------------------|----------------------------|-------------|------------------|-----------------|------------|
| QRSC20005473               | Strata Community Insurance | 31 Oct 2025 | Building         | \$13,473,825.00 | \$1,000.00 |
|                            |                            |             | Public Liability | \$20,000,000.00 | \$1,000.00 |
|                            |                            |             | Office bearers   | \$5,000,000.00  | \$1,000.00 |
|                            |                            |             | Flood            | \$10,000,000.00 | \$1,000.00 |
|                            |                            |             | Catastrophe      | \$2,021,074.00  | \$1,000.00 |
| TOTAL PREMIUM: \$20,668.04 |                            |             |                  |                 |            |

And that the committee be authorised to obtain market quotes, determine the most suitable policy (considering the best interests of the body corporate, terms and cost), and place insurance at the renewal date.

Ordinary Resolution

**9 Yes**

**0 No**

**0 Abstain**

**Motion CARRIED.**

## Election of Committee

### Chairperson

Scott Davis has been elected unopposed as Chairperson.

### Secretary

Ana Petrovski has been elected unopposed as Secretary.

### Treasurer

John Brown has been elected unopposed as Treasurer.

### Ordinary Member

Jakob Avery and Michelle Richard have been elected to the committee.

The chairperson declared the meeting closed at 02:11 PM.

**Secretary** PO Box 10664  
Southport BC  
QLD 4215

