

James & Emma Hudson
Sacramento Sands
Unit 1/38-40 Robert Street
LABRADOR QLD 4215

Flying Minute

abcm.com.au

*Actively
engaging
communities*

SACRAMENTO SANDS CTS 29426

Year-end flying minute

Please execute this flying minute voting paper and return your response to our offices by:

Date Friday, 14 August 2026

Note: This flying minute vote is for committee members only.

Instructions

1. Read each motion, and refer to relevant attachment if one is provided
2. Mark your vote below each motion
3. Sign and name at the bottom of the flying minute
4. Return your voting paper, or written response of your votes directly to:
 Secretary - SACRAMENTO SANDS CTS 29426
 C/- PO Box 10664 Southport BC 4215
 Or email to: goldcoast@abcm.com.au
5. If you are voting electronically instructions on how to do so are attached

1. Call AGM

That the AGM be held on the following:

Date 29th of September 2026

Time 10:00AM

Location Southport Central Level 3, Tower 3 9 Lawson Street, Southport BC, QLD, or Via Teams
n

And that all statutory motions (legally required) be included.

☐ Yes ☐ No ☐ Abstain

2. Administrative fund budget

That the body corporate set the administrative fund budget at \$9,649.45 Inc GST for the current financial year and include the budget in the AGM for approval by owners.

☐ Yes ☐ No ☐ Abstain

3. Sinking fund budget

That the body corporate set the sinking fund budget at \$63,895.78 Inc GST for the current financial year and include the budget in the AGM for approval by owners.

☐ Yes ☐ No ☐ Abstain

Name/s: _____ Lot Number: _____

Signature of Voter/s: _____

4. Motion for AGM - Administration agreement

To include a motion on the AGM agenda to renew the administration agreement with Archers Body Corporate Management Pty Ltd ABN 34 010 611 695 for a term of 1 year at a cost of \$2,200.00. including GST.

☐ Yes ☐ No ☐ Abstain

5. Annual workplace health and safety

That the annual workplace health and safety audit be completed at a cost of \$485.00 Ex GST in accordance with the quotation terms circulated with this notice and that Strata Compliance Solutions Pty Ltd be engaged to complete the inspection when due.

Note – If this motion is not resolved it will be presented at the AGM for the owners to vote.

☐ Yes ☐ No ☐ Abstain

6. Committee Motion for AGM- Termite treatment

That the Body Corporate resolves to include a motion on the agenda for the Annual General Meeting seeking owner approval to undertake termite treatment, to be funded from the Sinking Fund. The Committee will obtain two (2) quotations for the proposed works, with the contractor to be selected by ordinary resolution of the owners at the Annual General Meeting.

☐ Yes ☐ No ☐ Abstain

Signature of committee member

Full name of committee member _____

Name/s: _____ Lot Number: _____

Signature of Voter/s: _____

Archers, the Strata Professionals [Archers] offer online voting through the StrataVote platform. StrataVote provides a compliant electronic system as prescribed by the *Body Corporate and Community Management Act 2020 [the Act]* and has optimised security to ensure compliance and data integrity over the platform.

StrataVote facilitates electronic voting on any voting outside a committee meeting issued [VOCs or flying minute] and for general meetings [meetings]. Owners electing to receive documentation electronically will have the ability to vote online by using a unique voting link attached to your lot [unique voting link].

Owners electing receipt of documentation through post, will not have the ability to vote online. Should you wish to change your method of delivery, please either email us at info@abcm.com.au or change through the owners portal authorising us to amend your preferences.

Receiving your unique voting link

Your unique voting link, which will be delivered by email within 24 hours of receiving this notice, and will contain a link to provide the ability to view:

- meeting agenda or VOC;
- any attachments; and
- an electronic voting paper complete with an explanatory note (where required)

on a computer, smartphone or tablet.

Pre-voting | submitting your votes prior to the meeting

Within 24 hours of receiving this notice, you will receive a separate email where you can cast and submit your votes prior to the meeting through your unique voting link:

Please click here to Vote

****Please note the above image is a representation of what the link will look like when you receive the email and not the voting link for this meeting.****

Open and secret ballots



The screenshot shows a web interface with four tabs: 'Welcome Notice', 'Agenda', 'Attachments', and 'Voting Paper'. The 'Voting Paper' tab is active. It displays a motion titled '1 Minutes' and 'Ordinary Resolution'. The motion text is 'Statutory Motion Submitted by Committee' and 'That the minutes of the last general meeting held on 3rd of February 2021 be confirmed.' At the bottom, there are three radio buttons labeled 'YES', 'NO', and 'ABSTAIN'.

To cast the vote, select: **Yes, No or Abstain** to all motions on the agenda.

Once you have completed the voting paper you can either **Submit or Save**. An email with your submitted voting paper will be issued shortly after you have submitted your votes.

For secret ballots, the returning officer has a unique log into the system and will be the only person able to review the votes. StrataVote manage the returning officer accounts, independent of Archers.

Prior to the meeting, you can revisit and reviewed prior to submitting. If you do not submit your vote prior meeting it will not be counted.

Changing your pre-submitted vote

Should you wish to change your vote, prior to the pre-meeting cut off time, you can do this electronically by returning to your meeting invitation email, selecting the voting link again and voting by following the instructions above. Alternatively, you can attend the meeting in person and change your vote in person prior to the motion being declared passed or lost.

Conduct of secret ballots

Returning officers have a separate StrataVote account and the votes for secret ballots are redirected to the returning officer. The returning officer will collate and enter all paper and electronic votes into the system and once complete the ballot has been declared the results will be transferred. Secret ballots votes can be changed or withdrawn electronically at any time prior pre-voting cut off time, alternatively you can attend the meeting in person to withdrawn vote

If you would like more information on the StrataVote platform, please feel free to contact your Strata Community Manager.

Live remote voting at the meeting

Archers can offer live remote voting at your general meetings using StrataVote Anywhere. If your scheme has elected to use this option a useful guide will be provided in the email you receive with the links to voting online and joining the meeting remotely.

SACRAMENTO SANDS CTS 29426

PROPOSED ANNUAL BUDGET

	ACTUAL 01/07/25-30/06/26	BUDGET 01/07/25-30/06/26	BUDGET 01/07/26-30/06/27
<u>ADMINISTRATIVE FUND</u>			
<u>INCOME</u>			
Levies - Administrative Fund	32,000.00	32,000.00	32,000.00
<u>TOTAL ADMIN. FUND INCOME</u>	32,000.00	32,000.00	32,000.00
<u>EXPENDITURE - ADMIN. FUND</u>			
Transaction Fees	87.28	90.00	90.77
<u>BODY CORPORATE MANAGEMENT</u>			
Disbursements	1,419.15	1,600.00	1,500.00
Secretarial Fees - Additional	404.50	500.00	424.73
Secretarial Fees	1,715.86	1,734.50	1,784.50
Disbursements - Additional	302.14	100.00	320.00
<u>COMMUNITY POWER</u>			
Electricity	717.00	500.00	800.00
Qld Govt. Relief	(556.16)	0.00	0.00
<u>INSURANCE</u>			
Insurance - Premiums	13,453.22	13,453.19	15,479.46
Insurance - Stamp Duty	977.20	977.23	1,144.47
Insurance - Claims	107,761.00	0.00	0.00
Insurance - Refunds	(107,761.00)	0.00	0.00
Insurance - Excess Paid	0.00	5,000.00	0.00
Workcover	0.00	200.00	200.00
<u>PEST CONTROL</u>			
Pest Control	0.00	1,000.00	500.00
<u>PROFESSIONAL FEES</u>			
Prep Of Income Tax Return	220.00	230.00	231.00
Sinking Fund Forecast	495.00	0.00	0.00
Work Place Health & Safety	0.00	0.00	485.00
<u>REPAIRS & MAINTENANCE</u>			
R & M - Building	784.41	2,000.00	2,000.00
R & M - Gardens & Grounds	6,077.37	4,500.00	6,320.46
R & M - Plumbing	0.00	800.00	500.00
<u>TOTAL ADMIN. EXPENDITURE</u>	26,096.97	32,684.92	31,780.39
<u>SURPLUS / DEFICIT</u>	\$ 5,903.03	\$ (684.92)	\$ 219.61

SACRAMENTO SANDS CTS 29426

PROPOSED ANNUAL BUDGET

	ACTUAL	BUDGET	BUDGET
	01/07/25-30/06/26	01/07/25-30/06/26	01/07/26-30/06/27
Opening Admin. Balance	3,746.42	3,746.42	9,649.45
<u>ADMINISTRATIVE FUND BALANCE</u>	<u>\$ 9,649.45</u>	<u>\$ 3,061.50</u>	<u>\$ 9,869.06</u>
NUMBER OF UNITS OF ENTITLEMENT:		10	10
AMOUNT PER UNIT OF ENTITLEMENT:		\$ 3,200.0000	\$ 3,200.0000

SACRAMENTO SANDS CTS 29426

PROPOSED ANNUAL BUDGET

	ACTUAL 01/07/25-30/06/26	BUDGET 01/07/25-30/06/26	BUDGET 01/07/26-30/06/27
<u>SINKING FUND</u>			
<u>INCOME</u>			
Levies - Sinking Fund	16,040.00	16,040.00	16,040.00
<u>TOTAL SINKING FUND INCOME</u>	16,040.00	16,040.00	16,040.00
<u>EXPENDITURE - SINKING FUND</u>			
Gates - Front	2,783.00	0.00	0.00
Gate - Motor	0.00	2,800.00	3,000.00
Insurance Refunds	(41,014.80)	0.00	0.00
Termite Barrier	0.00	15,000.00	20,000.00
<u>TOTAL SINK. FUND EXPENDITURE</u>	(38,231.80)	17,800.00	23,000.00
<u>SURPLUS / DEFICIT</u>	<u>\$ 54,271.80</u>	<u>\$ (1,760.00)</u>	<u>\$ (6,960.00)</u>
Opening Sinking Fund Balance	16,583.98	16,583.98	70,855.78
<u>SINKING FUND BALANCE</u>	<u>\$ 70,855.78</u>	<u>\$ 14,823.98</u>	<u>\$ 63,895.78</u>
NUMBER OF UNITS OF ENTITLEMENT:		10	10
AMOUNT PER UNIT OF ENTITLEMENT:		\$ 1,604.0000	\$ 1,604.0000

Strata Compliance Solutions Pty Ltd



GPO Box 3025
BRISBANE QLD 4001

A.B.N. 32 136 804 870

Bill To:

Sacramento Sands CTS 29426
c/o: Archers Body Corporate Management
PO Box 10664
Southport BC QLD 4215

Quote

No: 00019926

Date: 8/05/2026

DESCRIPTION	EX AMOUNT
1578 – HEALTH & SAFETY REPORT: A WHS Advisor will inspect the common areas and prepare a Health & Safety Report. The Report will flag identified potential liability exposures to the Body Corporate, and include recommendations to minimize risk.	\$440.91

Comment:

Strata Compliance Solutions Pty Ltd ABN 32 136 804 870 is a subsidiary company of Archers, the Strata Professionals Pty Ltd.

Total Ex GST: \$440.91

GST Amount: \$44.09

Total Incl GST: \$485.00