



MINUTES OF Committee Meeting
Sailfish Point CTS 20973
Held at Burleigh Bears, 80 Pacific Boulevards, Miami
1st November 2017

PRESENT: Jenni Purdy – Chairperson
Trudy Holt – Secretary
John Hennessy – Treasurer
Vicki Smith – Committee Member
Lisa Hammond – Committee Member

APOLOGY: Stephen Mortensen – Committee Member
Amanda Mortensen – Committee Member

IN ATTENDANCE: Guy Elliot & Kathryn Lipset– Sailfish Point Resident Building Manager
(ex officio & Non-Voting)

OBSERVERS: Lee Saris – proxy U63,
U 53 S Nevis,
U32 Brian & Gloria,
U17 Stuart Keay – Proxy U 85

Chairperson opened the meeting at 6.30pm

Confirmation of Previous Minutes 5th September 2017

Below is a statement read out by the Secretary for Sailfish Point Body Corporate (owners)

It is the understanding from the committee members attending this meeting on the 5th September 2017 there was no general business discussion at the end of the meeting.

I move the minutes be accepted with the correction that the entries in the minutes of 5th September under general business are a breach of the Code of Conduct Schedule 2 Act by Complete Body Corporate Service Pty Ltd. By placing these statements in General business when no discussion took place under general business the last item of the agenda.

The lists of items were not discussed.

Owner's Accusations
Liaison Officer
Front Fence
Owner's representative
Extraordinary General Meeting

This is an alleged serious breach by CBCS Pty Ltd printing fraudulent and misleading information input into minutes. Schedule 2 sections 7 a legal document.

Not acting with honesty, fairness and professionally for a contractor employed by Sailfish Point BC (owners) we believe they have abused their position by not providing expert advice and knowledge Schedule 2 (2).

Section 8 (3) unconscionable conduct to attempt to influence the Owners of the BC in believing this was said and may have influenced their decision when voting at the upcoming EGM after that meeting of the 6th September 2017. The Motion was passed for the corrections to be made in the minutes of the 5th September 2017. This motion was resolved. 4 in favour 0 against 1 abstain.

Matters on previous Meeting:

Bollard Light: it was discussed and suggested by John Hennessy Treasurer that a \$1000 to be spent on replacing some of the lights with new bollard lights (**picture attached**) and progressively replace all lights around the complex. This motion was resolved. 5 in favour 0 against 0 abstain.

John Hennessy commented that at the previous meeting on the 5th September 2017 it was resolved that Kathryn be authorised to purchase 50 new bollard lights for a cost of approximately \$2000. It was acknowledged by John Hennessy that up to \$2000 could be spent (this does not include Electrician to install).

Quotes for Solar Panels to the roof of the filter & BBQ a total of 16 panels with a 5kw inverter to benefit from government subsidy a \$500 deposit is required to secure this before the end of December. Balance can be paid next year. This will save electricity costs to the BC Owners. This was put as a Motion.

This motion was resolved. 5 in favour 0 against 0 abstain.

Replacement of pool furniture:

Due to the current committee not being supplied with finances it was moved the replacement of pool furniture be on hold until financials are available.

This motion was resolved 5 in favour 0 against 0 abstain.

Retaining wall: in front Unit 39 Completed and approved by previous committee. All work completed.

Storm Water Drains Repaired to clear drains cost \$312.80 all work completed.

WHS report from 2013 is being reviewed by BC Manager and Committee.

Trip Hazzard – Completed 40 patches ground. All work completed

Concrete to fix and repair aggregate \$13,750. Approved by previous Committee. All work completed.

Fire Safety: Currently the complex has failed the 10lt P/sec flow test from the hydrant system. We are working with GCCC to eliminate faults. This is ongoing: Currently \$1,093.38 approved and paid by the previous committee.

Correspondence:

20th October 2017. The new elected Secretary notified the old committee of the election outcome and welcomed the new Committee.

20th October 2017. Email the results of the EGM to owners.

23rd October 2017. An apology was received from Robin Brett for not attending EGM.

23rd October 2017. Email to BC Committee to on Site Contractors Introducing new Committee.

23rd October 2017. Email to CBCS a directive was sent with information of the new committee. No response by CBCS.

25th October 2017. Requested CBCS to notify and inform owners of the Sailfish Point the Agenda for 1st November.

25th October 2017. CBCS responded with their own Agenda to owners with a different time and venue.

26th October 2017. Sailfish Point Committee to Owners to ignore the request from CBCS and follow the Agenda sent by Sailfish Point Committee.

Correspondence:

Committee requesting 5 year claim history from CHU Insurance.

Correspondence:

26th October 2017. Secretary requesting a flying minute from the Committee to send a remedial notice to CBCS.

Resolved: 4 in favour 0 against 0 abstain 3 no response.

26th October 2017. Email @ 3.12 pm **To Complete Body Corporate Services Manager.**

A remedial action notice to Complete Body Corporate Serviced Pty Ltd.

directing you under **Division 2 Section 119 Act** to comply with any directive by the executive and body corporate committee.

And if failing to do so under **Section 129 Division 2 Complete Body Corporate Services Pty Ltd contract will be terminated.**

We also state in the notice Complete Body Corporate Services Pty Ltd have no authorisation from the Sailfish Point

Committee to be paid for the unauthorised sending of an incorrect Agenda for a Body Corporate Committee meeting to owners on the 25th October 2017 at 2.15 pm to be held at Southport on Wednesday morning. This meeting is invalid and unauthorised. If this meeting goes ahead you will have failed this remedial action notice.

There was no date set for the next Committee Meeting in the minutes of the meeting on the 6th September 2017.

Complete Body Corporate Services Pty Ltd is directed by the executive and committee of Sailfish Point to forward the correct agenda to all owners Friday 27th October 2017.

Correspondence:

26th October: Unit 61 and 47 requesting information in the interest of openness to all owners kindly share any documents to and from the Qld Body Corp adjudicator and Complete Body Corp. and the committee or owners regarding any changes to committee, management of Body Corp and related issues.

Response to Unit 47 and 61. I became secretary and you became a committee member after the 19th October all correspondence and information that we have from this date is available for owners and has been supplied.

Information previous to this need to come from the CBCS manager.

If this is not supplied please let me know as soon as possible.

Details of the remedial notice and adjudicator application are **confidential**.

The onus is on anyone else who wants to investigate this, not the committee.

Correspondence:

28th October 2017. U60 Complaint Obstructing the view and ants infestation, tree blocking the view of unit 60 by a tree planted in unit 59 request was made to the previous committee to have this trimmed no action was taken by 59, and is now a dispute resolution.

Response to Unit 60 a dispute resolution form was sent and committee is awaiting a reply from U 60. Committee agreed to forward this to unit 59.

Correspondence:

29th October 2017. Flying minute to Committee requesting CBCS not to attend the meeting on the 1st November 2017.

Resolved: 4 in favour 0 against 0 abstain 3 no response.

Email Sent: Monday, 30 October 2017 1:26 PM

To: Kim Elliott; info@completebodycorporate.com

Subject: Committee Meeting 1st November 2017

To the Manager of Complete Body Corporate Services Pty Ltd

That Complete Body Corporate Serviced Pty Ltd are **not** required to attend the Body Corporate Committee meeting of Sailfish Point CTS 20973 on the 1st November 2017 at the Burleigh Bears, 80 Pacific Blvd, MIAMI.

Complete Body Corporate Serviced Pty Ltd is directed to forward all of the below:

1. Correspondence from the 6th September 2017,
2. Current account balances.
3. A breakdown of expenses paid including your itemised spending on charges from the 30th March 2017.

This is a request from the Sailfish Point Committee.

No response from CBCS

Correspondence:

30th October 2017. Unit 100 requested information from CBCS Unit reply to Sailfish Point Committee no information received from CBCS.

Correspondence:

The items below were a direction given to Complete Body Corporate Services Pty Ltd to supply by the 1st November 2017.

This was not complied with.

Complete Body Corporate Serviced Pty Ltd is directed to forward all of the below including the report of the financials as asked for on the 27th October 2017 by email from the secretary of Sailfish Point. Under section 155 of the accommodation module and section 60 (1, 2 and 3 a, b, c, d,) the financial reports must be in the hands of the Secretary by the 22nd November 2017.

1. Correspondence from the 6th September 2017 to the 22nd November 2017
2. Current account balances.
3. A breakdown of expenses paid including your itemised spending on charges from the 30th March 2017 to the 21st November 2017. . **(No Response from CBCS)**

Financial Report:

Not Available: A request was made by the Treasurer and Secretary of Sailfish Point to Complete Body Corporate Services to forward this to the committee before the 1st November meeting. Complete Body Corporate Services failed to provide financial report.

MOTIONS:

Motion: Flying Minute: CBCS is not required to attend committee meeting 1st November 2017.
Resolved: 4 in favour 0 against 1 abstain 2 no response.

Motion: Authority for BC Committee to move our current Insurance broker from CBCS to Lea Insurance broker direct. This committee will review quotes with this broker to seek optimum Insurance cover with a lessor access.
Resolved: 4 in favour 0 against 1 abstain.

Motion: U75 James Rickards Request with regards to mail getting wet. Guy to seek 2 quotes to raise the letter boxes and have a roof to cover the letter boxes.
Resolved: 4 in favour 0 against 1 abstain.

Motion: To have 2 stainless steel handrails going into the swimming pool. Guy to obtain quotes.
Resolved: 4 in favour 0 against 1 abstain.

Motion: Two cold water showers to be installed inside the pool area for health reasons with self-turn off taps. The plan and quote to be obtained Guy.
Resolved: 4 in favour 0 against 1 abstain.

Motion: Tennis Court. A secure lock is to be put on the tennis court door, when new furniture and umbrella to be purchased. A sign is to be place on the tennis court (No Children allowed unless accompanied by an adult for Tennis Play only.
Resolved: 4 in favour 0 against 1 abstain.

Motion: Signs to be place around the complex: 3 by 5km speed signs. Guy to arrange signage.
Resolved: 4 in favour 0 against 1 abstain.

GENERAL BUSINESS

*The committee agreed for the Chairperson to attach a letter to the minutes re:
Vandalism done by children living in the complex.*

All owners, by now you will be aware that our complex has been fitted with surveillance cameras which were installed in an effort to protect the property from crime and vandalism, these cameras provide us with video surveillance.

This video surveillance has shown that children in our complex have been responsible for the damage of body corporate assets. We are aware of who the children are however, being decent people, would like to give everyone a chance to explain why this cannot continue.

Monies I believe were spent on updating the furniture in the pool area, all bar two lounges and 4 chairs remain. The tennis court was resealed and this was very expensive.

With regard to the pool area children under 12 should not be there unless accompanied by an adult. I believe this to be a standard

Rule for any pool being accessed by a number of people. The pool is also not a playground so we ask that bikes scooters and skate boards not be used in that area and that people observe the No Smoking signs.

The tennis court is not for riding bikes, scooters and skate board on nor is it a football ground or its fences constructed to practise kicking balls against them. The tennis court net is also an expensive item and children are not to swing on it or sit on it bouncing up and down as it will break and owners will have to replace this. Our resident Caretaker/Manager has on a number of occasion had to come out and address this.

Lights in the complex grounds are regularly being broken and all this amounts to vandalism leaving us no choice that if it continues we will have to take appropriate action.

We also ask that it be explained to children that the road in the complex is just that, a road, therefore if children are riding their bikes, scooters Skateboards and playing on the road they may place themselves in a situation of danger from oncoming cars.

We will ask that our Care/taker manager supply all tenants with this letter and our secretary will forward this to all owners.

We are living in a community situation with some 96 apartments and we ask that everyone be mindful of their neighbours and if you are unsure of anything please do not hesitate to contact us as a committee and we will provide you with the By Laws.

*Thanking you in advance
Jenni Purdy Chairperson*

Guy, reminded the committee, that they are employed by GMK Pty Ltd and BC Owners should address this company.

Any Purchases over \$500 are to be approved by the Sailfish Point committee.

Returning Officer:

The committee directs Complete Body Corporate Services Pty Ltd to send to all the owners the nomination Form for the AGM to be held in 2018 as an attachment to these minutes.

The Committee has employed an independent scrutineer as a returning officer. Please advise all owners on the nomination form the correct returning officers address below before the 31st December 2017

Independent Strata Consultants

P.O. Box 7144

Gold Coast Mail Centre 9726

Meeting Closed 8.00 pm

Next Committee/Budget Meeting: 6.30 pm 23 November 2017 at Burleigh Bears, 80 Pacific Blvd, Miami.

Thank you to the Committee for the time and effort.

Trudy Holt

*Secretary On behalf of the Body Corporate Committee
Sailfish Point CTS 20973*

Caretakers Report

Sailfish Point

1st November 2017

LIKE US ON FACE BOOK @SAILFISHPOINT

GKM Property Management is now on Facebook to keep up to date with what's happening around the complex like our page SAILFISHPOINT.

Below is a brief description of works that have been carried out or need attention within the common areas of the complex.

Electrical

Street Lighting-

Hayman's Electrical have bollard lighting \$40.60 per light

Laser Electrical has priced each light at approx.- \$ 150 per light to change pending on location within the complex, existing base type and wiring issues all these variables could affect pricing.

I would not recommend buying \$2000 worth of lights as suggested in the last minutes fixtures can be purchased as they are required from Hayman's electrical.

There are 21 lights that can be replaced at a approx. cost of \$200 (installation and bollard light) per light
Total job costing for 21 lights is \$4200

Security

Anyone witnessing a crime should report the matter to Police or call 000 in an emergency. It is also advisable to write down the time and date you see something as this helps when looking at security footage.

Pool

The pool has been inspected by the new services provider and a recommendation to remove the water from the pool next winter and attend to any issues, information will be supplied to the committee for the budget meeting on approximate costings.

A estimate to replace 2 underwater lights in the pool with blue LED lights was supplied by Swimmart for \$720.

Pool Inspection

5/10/2017 – Pool yearly inspection was carried out by Australian Pool Fencing Contractors

Cost - \$123.10

Buildings and Defects

Front Personal Gate

20/09/2017-Awesome Doors has installed the new hinges to the front personal gate to help reduce noise for those units located close to gate.

Cost - \$ 680

11/10/2017 – Electrical box at U74 door had fallen off. The timber frame has perished a new door was fitted and repairs were made to make the door safe and accessible to contractors.

The fence near U83 around the substation power at the end of street had holes in blue board a new sheet was installed and re-painted labour for both jobs was supplied by GKM Property Management Pty Ltd at no cost to the Body Cooperate.

Parts for both repairs come to \$ 304.44

Communications

INTERNET

Freedom internet is available at the complex.

For details on freedoms packages please visit <http://www.freedominternet.org/>

TELEPHONE NETWORK

Once units change over to the NBN network this will make the phonelines in units obsolete, the only need for a phoneline in the unit is for the front gate operation which can be done using a phone hooked up to the network.

PLEASE ENSURE YOU HAVE A GOOD WORKING PHONE FITTED IN THE UNIT AS THIS HAS BEEN THE FAULT WITH MANY UNITS THAT ARE HAVING TROUBLE OPERATING THE GATE

PLEASE REMEMBER IF THE FAULT IS IN YOUR UNIT YOU ARE LIABLE FOR THE COST OF THE REPAIRS IN MOST CASES PEOPLE DON'T UNDERSTAND THE SYSTEM AND HOW IT SHOULD WORK.

Please contact me if you need help trying to understand how the gate system should work from your unit.

Storm Water Drains Water Mains

12/09/2017- Water leak between Units 38 & 39 was reported, Jeff McDonald Plumbing attended site and located the leak and removed concrete and repaired the damaged poly pipe section.

Cost- \$515.20

18/09/2017 – Water leak was reported out front of unit 37 on the road way, Jeff McDonald Plumbing attended site and carried out investigate the pipe was dug up and found but no leak at the time of inspection was found, the hole was refilled with sand and the leak was monitored

Cost- \$655.38

13/10/2017- the water leak returned in front for U36, Jeff McDonald Plumbing attended site and removed the original hole and located and repaired the leaking pipe.

Cost - \$ 215.74

Gardens and Grounds

25/09/2017 - BRN Constructions – has removed and replaced damaged retaining wall out the front of U39 on the water side of units

Cost- \$ 1600.00

Roadways and parking bays

16/10/2017 David Hogan Concreting attended site over the next week and removed and replaced damaged concrete sections within the complex in total 40 concrete patches were replaced and various concrete edges were ground to help eliminate trip hazards.

Cost - \$ 13,750

Fire & Safety Systems

Advanced fires systems has attended site and carried out a Safety test of the fire systems, the ground water hydrant system has failed the initial test, currently we are working with the Gold Coast City Council to eliminate faults in the water main system on Council side of the network.

Currently the complex has failed the 10lt P/sec flow test from the hydrant system.

We are currently waiting on council contractors to replace the inlet feed at the front of the complex, this work is due in the next month and the complex will be without water for a period please keep an Eye out for notices relating to what hours the water will be off.

Once completed a new flow test of the hydrant system will be required

GKM PROPERTY MANAGEMENT PTY LTD ACN – 609 027 018

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MERMAID WATERS 4218
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Guy and Kathryn