STRATA TITLE MANAGEMENT
your strata care company
ABN: 43 119 665 762
www.stratatitle.com.au

# NOTICE OF STRATA COMMITTEE MEETING OF THE OWNERS CORPORATION

**NOTICE OF BUSINESS** to be dealt with at the Strata Committee Meeting of the Owners-**Strata Plan No 50785**
To be held in the Office of Strata Title Management
On **Thursday 6th June 2019** at **6:30pm.**

## PRELIMINARIES/AGENDA

1. Recording of members present personally or by proxy.
2. Recording of persons in attendance.
3. Recording of apologies.
4. Determination of quorum.
5. Determination of Motions 1 – 11

## CONFIRMATION OF RECORDS

| ***MOTION 1*** | ***Minutes*** |
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**THAT** the minutes of the previous Strata Committee Meeting held 16th April 2019 be confirmed as a true and accurate account of the proceedings at that meeting.

## MATTERS ARISING FROM PREVIOUS MINUTES

| ***MOTION 2*** | ***MATTERS ARISING*** |
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**THAT** any matters arising from the previous minutes be discussed and appropriate action determined.

| ***MOTION 3*** | ***FINANCIAL STATEMENTS*** | ***ACTION:*** |
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**THAT** the Financial Statements for the period 01/03/2019 to 30/04/2019 be reviewed, noting that the figures are prior to auditing

| ***MOTION 4*** | ***ARREARS REPORT*** | **ACTION:** |
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| **THAT** the current aged arrears list be tabled and the Strata Committee determine any necessary debt recovery action. | | |

## BUILDING MANAGEMENT

| ***MOTION 5*** | ***Building Report*** |
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| **THAT** the Building report be reviewed and any further action determined. | |

## BY-LAW COMPLIANCE

| ***MOTION 6*** | ***By-Law Compliance*** |
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| **THAT** all by-law compliance issues be reviewed and further action determined. | |

| ***MOTION 7*** | ***Security*** |
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| **THAT** the Strata Committee review requirements for owners and Committee members to have access to common property areas. | |

## APPLICATIONS

| ***MOTION 8*** | ***Applications for Renovations*** |
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| **THAT** any applications received relating to renovation works by individual owners be reviewed and appropriate approval/action determined | |

## OUT OF MEETING DECISIONS

| ***MOTION 9*** | **Out of Meeting Decisions** |
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| **THAT** the Strata Committee ratify any out of meeting decisions made since the last Strata Committee Meeting. | |

| ***MOTION 10*** | ***Additional Matters*** |
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| **THAT** the Strata Committee review any other matters requiring consideration. | |

# FUTURE MEETINGS

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| ***MOTION 11*** | ***Next Strata Committee Meeting*** |

**THAT** the date, time and venue of the next Strata Committee meeting be determined.



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**STRATA TITLE MANAGEMENT**

Dated: 3 June 2019

***IMPORTANT NOTICE:*** *An owner can attend Strata Committee meetings but cannot address the meeting unless with approval from the Strata Committee.*