



MINUTES OF PBC EXECUTIVE COMMITTEE MEETING **for Sanctuary Cove Principal Body Corporate GTP 202**

Location of meeting: Meeting Room 1, Body Corporate Services, Shop 1A, Masthead Way Sanctuary Cove
Date and time of meeting: Thursday 10th October 2024
Meeting time: 09:03AM – 12:16PM
Chairperson: Stuart Shakespeare

Attendance

The following members were present in person at the meeting:

Lot: Felicia GTP 107128 Owner Felicia GTP 107128 Rep: Mr Stuart Shakespeare (SS)
Lot: Livingstonia GTP 1712 Owner Livingstonia GTP 1712 Rep: Mr Brian Earp (BE)
Lot: Molinia GTP 1072442 Owner Molinia GTP 107442 Rep: Mrs Cheryl McBride (CM)
Lot: Roystonia GTP 1769 Owner Roystonia GTP 1769 Rep: Mrs Simone Hoyle (SH)

The following members were present by Proxy:

The following members were present by Voting Paper:

Lot: Banksia Lakes GTP 107278 Owner Banksia Lakes GTP 107278 Rep: Mr Andrew Brown (AB)
Lot: Harpullia GTP 107045 Owner Harpullia GTP 107045 Rep: Mr Paul Kernaghan (PK)
Lot: Plumeria GTP 2207 Owner Plumeria GTP 2207 Rep: Mr Nicholas Eisenhut (NE)

Present by Invitation:

Mrs Jodie Syrett, Manager Body Corporate (Minute Taker)
Mrs Shanyn Fox, Facilities Manager
Mr Wayne Bastion, MN for Schotia Island

Apologies:

Mr Dale St George, CEO SCCSL
Mr Andrew Brown
Mr Nicholas Eisenhut
Mr Paul Kernaghan

A Quorum was present.

Meeting was recorded.

Nil Conflict of Interest

1. Motions:

1 Approval of PBC EC Minutes 12th September 2024 (Agenda Item 6.1) ORDINARY RESOLUTION

Proposed by: Statutory Motion **CARRIED**

RESOLVED THAT the Minutes of the PBC Executive Committee Meeting held on 12th September 2024 be accepted as a true and correct record of the proceedings of the meeting.

Yes	5
No	0
Abstain	2

Members Name	Yes	No	Abstain
Stuart Shakespeare	X		
Andrew Brown			X
Cheryl McBride	X		
Simone Hoyle	X		
Brian Earp			X
Paul Kernaghan	X		
Nicholas Eisenhut	X		

2 Approval of PBC EC VOC Minutes 4th October 2024 (Agenda Item 6.2) ORDINARY RESOLUTION

Proposed by: Statutory Motion **CARRIED**

RESOLVED THAT the Minutes of the PBC Executive Committee VOC Meeting held on 4th October 2024 be accepted as a true and correct record of the proceedings of the meeting.

Yes	6
No	0
Abstain	1

NOTE:

Four (4) EC members voted prior to the meeting, allowing the minutes to be approved based on the carried VOC.

Members Name	Yes	No	Abstain
Stuart Shakespeare	X		
Andrew Brown			X
Cheryl McBride	X		
Simone Hoyle	X		
Brian Earp	X		
Paul Kernaghan	X		
Nicholas Eisenhut	X		

Proposed by: Statutory Motion

CARRIED

RESOLVED THAT the PBC EC approves the applications recommended for approval by the ARC at its meeting held 8th October 2024.

Further **RESOLVED THAT** the PBC EC approves the applications recommended for approval, subject to conditions, by the ARC at its meeting held 8th October 2024.

Further **RESOLVED THAT** the PBC EC does not approve the applications which have not been recommended for approval by the ARC at its meeting held 8th October 2024.

Further **RESOLVED THAT** the PBC EC approves the applications recommended for approval by the ARC, based upon the recommendations by the Executive Architect and the Snr Body Corporate Manager, at its meeting held 8th October 2024.

Yes	7
No	0
Abstain	0

Members Name	Yes	No	Abstain
Stuart Shakespeare	X		
Andrew Brown	X		
Cheryl McBride	X		
Simone Hoyle	X		
Brian Earp	X		
Paul Kernaghan	X		
Nicholas Eisenhut	X		

7. Correspondence for Information

CFI 1 – Subdivision on voting entitlements:

- This will be discussed in more detail when all EC members are present.

CFI 5 – Emergency, Disasters & Outages Guide:

- It was noted that this will be a PBC document, not a company document.
- Minor amendments were discussed; SF (Facilities Manager) will incorporate the changes before BW (In-house Counsel) conducts a final review.
- Cheryl McBride (CM) will email SF the amended disclaimer to be added to the bottom of the document.
- The PBC logo will be added to the front page.

8. Correspondence for Action

7100 Multiple cars parked at carpark behind Village Gates:

- A letter will be sent on behalf of the PBC to the resident of 7100, requesting that the vehicles stop being parked there permanently.

9. Reports for Information

FSC Agenda & Minutes:

- Paul Kernaghan (PK) will provide an update on cash flow and the sinking fund at the next meeting.
- If PK is unable to attend a future meeting, a one-page summary of the FSC to be included in the agenda.

10. General Business

10.1 – PBC EGM Motions October 24:

- Further expenditure for Legal with Hydro Vision
- Village gates decommissioned
- Application to change Primary Thoroughfare to Secondary Thoroughfare at Vardon Lane and new development
- Water reimbursement for Tristania MN Mark Winfield

10.2 – Update on SCCSL Board meeting held on 27th September 2024:

- The minutes are yet to be released; however, the topics of discussion were:
 - Enterprise Agreement
 - Finalising RBCS, with no further business going forward

10.3 – Village Gates motion for PBC EGM:

- It was discussed and unanimously agreed that a motion will be presented at the PBC EGM in October 2024.

10.4 – Taymardan Contract Renewal (Leaflet Deliveries):

- The contract requires amendments and should be reviewed by BW. Considerations include the parking and charging of the buggy used by the contractor.
- Jodie Syrett (Manager of Body Corporate) is currently awaiting a response from Australia Post regarding the conclusion of the contract with Taymardan.

10.5 – Vardon Lane rezoning:

- The committee discussed the issue of Vardon Lane accessing the Primary Thoroughfare instead of the Secondary Thoroughfare.
- It was concluded that the PBC should take action to address this in the future.

10.6 – Tailgating and incident in SC:

- It was discussed, Mike Telea (MT) should be invited to a PBC EGM meeting to address any security-related questions that MN may have.
- A recommendation was made for Mulpha (MSCD) to conduct a risk assessment of the Village to help prevent further incidents.

10.7 Governance Review:

- A meeting is scheduled for next Thursday, 17th October 2024, with selected members to provide an update on the progress of the review.

11. Next Meeting – Thursday 14th November 2024 @ 9:00am

12.– Meeting Closed @ 12:16PM

Chairperson: