

SANCTUARY COVE PRIMARY BODY CORPORATE GTP 201

A part of the Sanctuary Cove Resort Community



MINUTES OF EXECUTIVE COMMITTEE MEETING **for Sanctuary Cove Primary Thoroughfare Body Corporate GTP 201**

Location of meeting: Meeting Room 1, Sanctuary Cove Body Corporate Services, Shop 1A,
Building 1, Masthead Way, Sanctuary Cove, QLD, 4212

Date and time of meeting: Thursday 30 October 2025 at 12:30 PM

Meeting time: **12:50PM – 1:10PM**

Chairperson: Mr Stephen Anderson

ATTENDANCE

The following members were Present in Person at the meeting:

Lot 6,10,24,31,32,34,38,40	Mr Stephen Anderson
Lot 10, 58	Mr Barry Teeling
Lot 278	Mr Stuart Shakespeare

The following members present by Voting Paper and In Person:

The following members present by Voting Paper:

The following members were present by Proxy:

The following members were present by Proxy however unable to vote:

Present by Invitation:

Mrs Jodie Syrett – Manager of Body Corporate (JS minute taker)
Mrs Cassie McAuliffe – General Manager (CM)
Ms Shany Fox – Facilities Manager (SF)

Apologies:

Mr Paul Sanders

A Quorum was present

Nil Conflict of Interest

The Meeting was recorded.

Motions

1	Approval of Previous PTBC EC Minutes held on 28th August 2025 (Agenda Item 6.1)	ORDINARY RESOLUTION
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Statutory Motion Submitted by Committee

CARRIED

RESOLVED that the Minutes of the PTBC Executive Committee Meeting held on 28th August 2025 be accepted as a true and correct record of the proceedings of the meeting.

Yes	3
No	0
Abstain	0

Members Name	Yes	No	Abstain
Stephen Anderson	X		
Paul Sanders			
Barry Teeling	X		
Stuart Shakespeare	X		

2	Approval of Previous PTBC EC VOC Minutes for file transfer of Grace Lawyers on Recycled Water held on 16th September 2025 (Agenda Item 6.2)	ORDINARY RESOLUTION
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Statutory Motion Submitted by Committee

CARRIED

RESOLVED that the VOC minutes of the PTBC Executive Committee Meeting held on 16th September 2025 be accepted as a true and correct record of the proceedings of the meeting.

Yes	3
No	0
Abstain	0

Members Name	Yes	No	Abstain
Stephen Anderson	X		
Paul Sanders			
Barry Teeling	X		
Stuart Shakespeare	X		

3	2026 PTBC EC Dates (Agenda Item 6.3)	ORDINARY RESOLUTION
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Statutory Motion Submitted by Committee	CARRIED
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RESOLVED that the PTBC Executive Committee resolves to call an Executive Committee Meeting of the PTBC on the following dates:
 Thursday 26th February 2026
 Thursday 30th April 2026
 Thursday 25th June 2026
 Thursday 27th August 2026
 Thursday 29th October 2026

Yes	3
No	0
Abstain	0

Members Name	Yes	No	Abstain
Stephen Anderson	X		
Paul Sanders			
Barry Teeling	X		
Stuart Shakespeare	X		

4	2026 PTBC EGM Dates (Agenda Item 6.4)	ORDINARY RESOLUTION
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Statutory Motion Submitted by Committee	CARRIED
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RESOLVED that the PTBC EC resolves to call an Extraordinary General Meeting of the PTBC on the following dates:
 Thursday 26th February 2026
 Thursday 30th April 2026
 Thursday 25th June 2026
 Thursday 27th August 2026
 Thursday 29th October 2026
 Monday 14th December 2026

Yes	3
No	0
Abstain	0

Members Name	Yes	No	Abstain
Stephen Anderson	X		
Paul Sanders			
Barry Teeling	X		
Stuart Shakespeare	X		

Correspondence for Action:

Recycled water schedule & Deed for Supply advice Chambers Russell:

- **Action:** BW to send a brief explanation on Jason Carlson's advice to the PTBC

General Business:

Third Party Damage Recovery:

- It was noted that where outstanding amounts remain unpaid after multiple attempts to obtain payment, the matter is to be referred to debt collection.
- **Action:** JS to collaborate with SF to develop and present a formal procedure for the recovery of expenditure associated with damage to PTBC equipment.

AGM motions:

- Flying Fox Issue
- A Class Water

There being no further business the chairperson declared the meeting closed.

MEETING CLOSED at 1:10PM

Chairperson: Mr Stephen Anderson X.....