



RE - Minutes of the Annual General Meeting of The Owners of Midland Professional Centre, 9 The Avenue

Please see attached a copy of the Minutes of the Annual General Meeting.

Regards,
Rachael Ferrante
Strata Manager
For and on behalf of SP
The owners of Midland Professional Centre 9, The Avenue

Minutes for the Annual General Meeting

S/Plan 39733 Midland Professional Centre 9 The Avenue

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User: Rachael Ferrante

1. Notice of Annual General Meeting

DATE: 01/10/2025

TIME: 10:00 am

VENUE: Midland Professional Centre

2. AGENDA

Recording of Attendees/ Apologies/ Proxies

Attendance register attached.

Introduction of Non Proprietor Invitees

Rachael Ferrante

MMJ Real Estate

Declaration of a Quorum

The meeting was advised that quorum had been achieved.

Declare Meeting Open

The meeting was declared open at 10:00 am

Nomination and Appointment of Meeting Chairperson

It was resolved that Rachael Ferrante be authorised to Act as Chairman of the Strata Company for the purposes of this meeting.

3. Confirmation of the Previous General Meeting Minutes

3.1 On Motion it was resolved to confirm the Minutes of the previous Annual General Meeting held on the 03/10/2024 as a true and correct record of the meeting.

4. Statutory Business

4.1 Consider and Adopt the Statement of Financial Affairs

4.1.1 On Motion it was resolved to confirm the Statement of Financial Affairs for the 01/07/2024 – 30/06/2025 financial year as a true and correct record.

Motion: Carried

4.2 Election of Council of the Strata Company in accordance with the by-laws

4.2.1 On motion it was resolved that the Council of Owners shall consist of 4 members until the next Annual General Meeting.

4.2.2 Nominations of candidates where presented to the meeting.

4.2.3 On motion it was resolved that the following proprietors were to form the Council of Owners

- Lane Taylor Lot 4

- Tony Fifeld Lot 8

- Ray Stone Lot 9

- Cornelia Robbette Lot 16

4.3 Insurance Policies and Authorities

4.3.1 On motion the meeting resolved to accept option:

b) To give the Strata Manager instructions to proceed with obtaining insurance valuation quotations and amend the cover to reflect the outcome of the Insurance Valuation.

5. Special Business

5.1 Consideration of Budget of Expenditure Estimates

Motion under notice; That the budget of estimated expenditure, inclusive of GST, for the financial year 01/07/2025 to 30/06/2026 totalling \$493,645.00 for the Administrative Fund and \$202,000.00 for the Reserve Fund, be adopted.

Motion under notice; That the budget of estimated expenditure, inclusive of GST, for the financial year 01/07/2025 to 30/06/2026 totalling \$493,645.00 for the Administrative Fund and \$202,000.00 for the Reserve Fund, be adopted until amended by a future general meeting.

MOTION: Carried

5.2 Determination of Levy Contributions

Motion under notice; That the levy of contributions on proprietors be payable quarterly in advance by instalments due and payable in the amounts, and on the dates, as shown below;

Due Date	Administrative Fund	Reserve Fund
01/07/2025	\$77.92 per UE	\$93.50 per UE
01/10/2025	\$102.36 per UE	\$5.50 per UE
01/01/2026	\$102.36 per UE	\$5.50 per UE
01/04/2026	\$102.36 per UE	\$5.50 per UE

To raise a total of \$543,009.50 for the Administrative Fund and \$222,200.00 for the Reserve Fund for the financial year 01/07/2025 to 30/06/2026.

Levies will continue to be raised at the below rates or until amended at a future general meeting.

Due Date	Administrative Fund	Reserve Fund
01/07/2026	\$96.25 per UE	\$27.50 per UE

MOTION: Carried

5.3 Debt Recovery Procedure

Motion Under Notice - Resolve to accept and adopt the following Debt Recovery Procedure;

1. Reminder notice issued to the registered levy address when the account is 15 days in arrears.
2. Final notice issued to the registered levy address when the account is 30 days in arrears giving 7 days to pay all outstanding amounts. All costs to be on-billed to the lot proprietor.
3. After instructions from the Council of Owners, a Notice of Commencement of Legal Action will be issued to the registered levy address, and a general procedure claim to be filed at the Magistrates Court with all costs on-billed to the lot proprietor.

Motion Under Notice - Strata Company to appoint a council member to instruct MMJ Real Estate Perth on Item 3.

Please note: Only the above procedure will be followed. Calls to owners regarding payment/ arrears are not made by MMJ Real Estate.

MOTION: Carried

5.4 Strata Manager Executing Documents (Section 118(2)(c) of the Strata Titles Act 1985

Motion Under Notice – That the Strata Company is authorised the Strata Manager to enter into, and if required, execute any documents, contract, agreements, commitments, undertaking or other legally binding arrangements that are desirable or necessary for

- The performance of the functions of the Strata Company; or
- The achievement of the Strata Company's objectives, in accordance with section 118(2)(c) of the Act, provided the documents being signed does not related to the performance of a function excluded under section 143(5) of the Act.

MOTION: Carried

5.5 Use of the common Seal

Motion Under Notice - That the council of the strata company, as it is constituted from time to time, is authorised to use the common seal of the strata company provided that its use is: authorised by a resolution of the council of the strata company; and attested by the signatures of 2 members of the council of the strata company.

MOTION: Carried

5.6 Strata Company End of Financial Year

Motion Under Notice – Resolve to adopt a financial year ending on 30/06/2026

MOTION: Carried

6. Other Business

Signage

MMJ to obtain quotations for the replacement of the external acrylic signage and the update of the internal business directory. All quotations are to be provided to the incoming Council for review and consideration.

Ground Floor Seating

Owners present at the meeting requested that the Strata Company investigate secure seating options for the ground floor common area, as elderly persons attending the scheme are often observed struggling while waiting for the lift. Options and quotations are to be obtained and circulated to the Council for consideration.

Gardening Contractor

Owners present at the meeting requested the gardening contractor pay specific attention to the debris in the garden beds.

7. Close of Meeting

The meeting was declared closed at 10:00 am

8. Agenda Items

FINANCIAL REPORTS

Should you have any account queries or questions relating to particular items of the accounts of the Strata Company please fax them to 9325 5881 or wa@mmj.com.au by no later than **72 HOURS PRIOR TO THE MEETING** so that the provision of answers can be supplied prior to the meeting.

PROXY FORMS

Please return these 72 HOURS PRIOR TO THE MEETING to allow an attendance register to be prepared prior to the meeting. Please ensure that if you are unable to attend the meeting that you are represented by a proxy holder or you may nominate your Strata Company Chair, a Strata Council Member or the Strata Manager to vote on your behalf. If you choose the latter option, please indicate prior to the meeting any matters that you would like clarified and how you wish to vote on the issues raised. Proxy Forms can be faxed to 9325 5881.

A proxy form must be filled in if there is MORE THAN ONE (1) OWNER LISTED ON THE TITLE DEED FOR THE UNIT. THIS INCLUDES MARRIED COUPLES EVEN IF BOTH INTEND TO ATTEND THE MEETING TOGETHER.

To fill in the proxy form name the person who will be entitled to vote and move motions, then all proprietors sign the proxy form confirming acceptance of the arrangement.

If none of the co-proprietors of a unit are able to attend the meeting you may nominate some other person to act as your proxy. A proxy holder need not be an owner. If you are not sure who to elect you may like to consider electing the Chairperson, a member of the Strata Council, or the Strata Manager as your nominated proxy.

If the Lot (unit) is in the name of a company, then the company must fill in the proxy form nominating a natural person to vote on its behalf.

If co-proprietors or a company do not fill in a proxy form, they are NOT ENTITLED TO VOTE

Please note that proprietors who are unable to attend the entire meeting should also complete the proxy form so that the meeting continues to be quorate.

VOTING

Please note that ONLY FINANCIAL PROPRIETORS may move a motion or cast a vote excepting in the case of a Resolution Without Dissent or Unanimous Resolution which allows non-financial proprietors to vote. Financial proprietors will be issued with a voting slip to enable the Strata Company to clearly identify those proprietors with voting rights.

VISITORS

The strata company is not a public company and the meeting is open for proprietors or their proxy holders only. Proprietors are reminded that the Strata Company prefers that visitors not attend the meeting. In the event that you invite a visitor please note that the meeting may object to the visitor's presence and in that instance the visitor will be asked to leave.

QUORUM

Section 130 of the Strata Titles Act. A quorum is constituted if there are present persons who are entitled to cast the votes attached to 50% of the lots in the scheme. If a quorum is not present after 30 minutes has elapsed from the time appointed for a general meeting of a strata company for a strata titles scheme other than a 2-lot scheme, the persons entitled to vote who are present at the meeting are taken to constitute a quorum for the purposes of that meeting.

VOTING PROCEDURES

Generally, resolutions are passed by voting on a show of hands.

The Strata Titles Act requires some resolutions to be passed either by a Unanimous Resolution or Special Resolution

or by a Resolution without Dissent. The Notice of Meeting will state which of these types of resolutions are required. In the case of a Unanimous Resolution or Resolution Without Dissent an owner does not have to be financial to vote however co-proprietors must have filled in a proxy form.

POLL VOTE - An owner may demand that a particular resolution be determined by way of a poll vote. If a poll vote is demanded, then the unit entitlement of each owner voting for or against the resolution has to be counted.

RESOLUTION PASSED - A declaration by the Chair that the resolution has passed or failed is conclusive evidence of that fact without proof of the number or proportion of votes recorded in favour or against the resolution. If the votes for or against the resolution

are equal in number the motion is deemed to have failed.

VOTES FOR ELECTION OF COUNCIL MEMBERS - An owner has one vote for each lot (unit) owned.

SUNDRY NOTES

RESOLUTION WITHOUT DISSENT

(1) A Resolution Without Dissent is a resolution -

(a) passed at a duly convened general meeting of the strata company of which sufficient notice has been given and at which a sufficient quorum is present; and

(b) against which no vote is cast by a person entitled to exercise the powers of voting on the resolution conferred under this Act -

(i) voting at the meeting either personally or by proxy; or

(ii) voting in accordance with subsection (2)

(2) A person entitled to exercise the powers of voting conferred under this Act is also to be taken to vote -

(a) in support of a resolution if he signifies in writing served in accordance with subsection (3) that he agrees to the resolution; or

(b) against the resolution if he signifies in writing served in accordance with subsection (3) that he disagrees with the resolution,

within 28 days after the day of the meeting, whether that writing is signed by the person or by another person who at the time of the signing is entitled to exercise the power of voting in place of that person.

(3) The writing referred to in subsection (2) is not effective unless it is served on the strata company.

SPECIAL RESOLUTION

(1) A Special Resolution of a strata company shall be passed at a duly convened general meeting-

(a) of which sufficient notice has been given; and

(b) without limiting subsection (5), at which a sufficient quorum is present.

(2) A special resolution is passed if -

(a) if it supported by votes, within the meaning in subsections (4) and (5) -

(i) having a value of not less than 50% of the aggregate unit entitlement of the lots in the scheme; and

(ii) of the proprietors of not less than 50% of the lots in the scheme; and

(b) the votes, within the meaning in subsection (4) and (5) against the resolution

(i) do not have a value of 25% or more of the aggregate unit entitlement of the lots in the scheme; or

(ii) are not cast by the proprietors of 25% or more of the lots in the scheme.

(4) References in subsection (2) to votes are to the votes of persons entitled to exercise the powers of voting conferred under this Act voting at the meeting either personally or by proxy.

(5) Despite subsection (4), a person entitled to exercise the powers of voting conferred under this Act is also to be taken to vote -

(c) in support of a resolution if he signifies in writing served in accordance with subsection (6) that he agrees to the resolution; or

(d) against the resolution if he signifies in writing served in accordance with subsection (6) that he disagrees with the resolution, within 28 days after the day of the meeting, whether that writing is signed by the person or by another person who at the time of the signing is entitled to exercise the power of voting in place of that person.

(6) The writing referred to in subsection (5) is not effective unless it is served on the Strata Company.

UNANIMOUS RESOLUTION

(a) a resolution that is passed unanimously at a duly convened general meeting of the strata company -

(i) of which at least 14 days' notice specifying the proposed resolution has been given; and

(ii) at which all persons entitled to exercise the powers of voting conferred under this Act are present and vote, either personally or by proxy.

or

(c) a resolution that is passed unanimously at a duly convened general meeting of the strata company by every person entitled to exercise the powers of voting conferred under this Act who is present and votes either personally or by proxy and agreed to, in writing signed by him, within 28 days after the day of the meeting by every other person who was entitled to exercise the powers of voting conferred under this Act at the meeting, or by every person who at the time of his signature was entitled to exercise those powers in place of such other person.

Attendance

S/Plan 39733 Midland Professional Centre 9 The Avenue

Annual General Meeting

Generated at: 09/10/2025 02:01 pm

01/10/2025 10:00 am

User: Rachael Ferrante

Attendees

Lot	Unit	Name	Apologies	Voting Sheet
4	4	Suncloud Nominees Pty Ltd	N	N
6	2	WCS Concrete Pty Ltd	N	N
9	9	Stone Super WA Pty Ltd	N	N
13	8	SEISIN PTY LTD	N	N
16	16	Mental Illness Fellowship of WA Inc	N	N
17	17	Douglas Philip HOLMES Irene Elizabeth HOLMES Paul Owen GRIFFITHS Denise Meryl GRIFFITHS Rick Joh	N	N
18	18	Douglas Philip HOLMES Irene Elizabeth HOLMES Paul Owen GRIFFITHS Denise Meryl GRIFFITHS Rick Joh	N	N
19	19	Douglas Philip HOLMES Irene Elizabeth HOLMES Paul Owen GRIFFITHS Denise Meryl GRIFFITHS Rick Joh	N	N

Non Attendees - Apologies or Voting Sheets Received

NIL

Quorum Achieved: Y