

MINUTES OF ANNUAL GENERAL MEETING

The Owners Of 17 Lithic Way Wangara

Strata Plan 81059

DATE & TIME: 10 March 2026 at 10:00am

METHOD OF MEETING: Video/Telecon/Face to Face

LOCATION: Suite 18c/32 Hulme Court, Myaree – Upstairs

Welcome by Strata Manager

1. Establishment of a Quorum

Present and Voting:

Name	Lot/s
P Bierma	1
A Mair	2
A & B McHarrie	3
T Deluca & V Ilarda	6

Proxies:

Name	Lot/s	Appointee
R Dahl	4	Strata Manager
Nitro Investments (WA) Pty Ltd	6	T Deluca
Toughtone Pty Ltd	8	A Mair
R Jennings	9	Chairperson

Apologies:

Name	Lot/s
Nil	

Attendees:

Name	Lot/s
H Luff	representing Strata CBD
S Daza	representing Strata CBD

Having recorded attendance, received proxies, and determined voting rights and quorum, the meeting proceeded to the agenda items at 10:03am.

2. Appointment of Chairperson

It was resolved by ordinary resolution that H Luff act as chairperson for the purpose of this General Meeting.

3. Confirm Minutes of Previous General Meeting

3.1. Confirm Previous Minutes

It was resolved by ordinary resolution that the Minutes of the last General Meeting held 18 February 2025 be accepted as a true and correct record.

For: 6 Against: 0

3.2. Matters Arising from Previous Minutes

Nil

4. Consideration of Accounts

4.1. Consideration of Accounts

It was resolved by ordinary resolution that the statement of financial accounts for the Previous Financial Year be accepted as a true and correct record.

For: 6 Against: 0

5. Election of Strata Council

5.1. Constitution of Strata Council

It was resolved by ordinary resolution that the number of Strata Council members consist of 3 owners.

For: 6 Against: 0

5.2. Council Nominations

The following owners were elected to fill the Strata Council.

Lot 1 P Bierma

Lot 2 T Mair

Lot 6 Nitro Investments (WA) Pty Ltd

5.3. Vacant Strata Council Positions

It was resolved by ordinary resolution that the Strata Council has the authority to appoint a new Councillor from existing registered owners when positions were not filled at the AGM, or following a Councillor's retirement from the Council, where a quorum of Council members still exists.

For: 6 Against: 0

5.4. Execution of Documents

It was resolved by ordinary resolution that the Strata Council is authorised to enter into and execute contracts, agreements, undertakings, or other legally binding arrangements on behalf of the Strata Company as may be necessary to fulfil its functions and general duties in accordance with the Strata Titles Act 1985. In accordance with Section 118(2) of the Act, the Strata Council may authorise a single member of the council to sign any such document on behalf of the Strata Company. The execution of such documents may also be delegated to the Strata Manager, provided such delegation is made under clear instruction from the Strata Council.

For: 6 Against: 0

6. Insurance

6.1. Insurance Certificates and Schedules

It was resolved by ordinary resolution that copies of the Insurance Certificate(s) and Schedule(s) for the Strata Company have been presented and confirmed at the date of this meeting.

For: 6 Against: 0

6.2. Insurance Renewal

It was resolved by ordinary resolution that Strata Council is authorised to renew the insurance policy and select the underwriter at renewal per the insurers recommended replacement value, and that failing a Strata Council decision, Strata CBD will renew the policy per the brokers recommendation.

For: 6 Against: 0

6.3. Insurance Premium

It was resolved by ordinary resolution that in the event of the Strata Company is unable to meet its financial responsibility to renew the policy and pay for the premium when it falls due that the Strata Company may issue an additional administration levy for the policy premium amount (full or part thereof), due and payable within 14 days.

For: 6 Against: 0

6.4. Insurance Valuation

It was resolved by ordinary resolution that the Strata Council be authorised to arrange to have the complex valued by a licensed valuer to determine the building replacement value and that Strata CBD arrange for quotes around the end of September. Once the report is received it is to be distributed to all owners and the policy reflect the determined building replacement value.

For: 6 Against: 0

Note: A copy of the FSG is available upon request.

SPECIAL BUSINESS

7. 10 Year Plan

7.1. 10 Year Plan Works

It was resolved by ordinary resolution that the owners, review the 10 Year Plan and consider the maintenance matters within the report and that the Strata Council can proceed with the maintenance matters at their discretion in accordance with the approved budget.

For: 6 Against: 0

8. Proposed Administrative Fund Budget

8.1. Adopt Administrative Budget

It was amended and resolved by ordinary resolution that the administrative fund expenditure budget of \$18,960.00 be adopted and that the Strata Council be authorised with this same rate of expenditure until the next budget is approved at a subsequent General Meeting.

For: 6 Against: 0

8.2. Administrative Fund Levy Contributions

It was amended and resolved by ordinary resolution that the levy contributions totalling \$19,900.00 be levied periodically by unit entitlement or by any other method as registered in the Scheme By-Laws until otherwise determined by the Strata Company at a General Meeting and shall continue to be levied until otherwise determined by the Strata Company at a General Meeting.

\$3.100 per unit of entitlement 1 January 2026 already raised

\$5.600 per unit of entitlement 1 April 2026

\$5.600 per unit of entitlement 1 July 2026

\$5.600 per unit of entitlement 1 October 2026

\$5.600 per unit of entitlement 1 January 2027 ensuing financial year

To calculate your personal contributions, multiply the "Total per UE" amount by your Unit's Entitlement (UE).

For: 6 Against: 0

9. Proposed Administrative Fund Lots 1-10 Budget

9.1. Adopt Administrative Budget Lots 1-10

It was amended and resolved by ordinary resolution that the administrative fund expenditure budget of \$12,410.00 be adopted and that the Strata Council be

authorised with this same rate of expenditure until the next budget is approved at a subsequent General Meeting.

For: 6 Against: 0

9.2. Administrative Fund Levy Contributions Lots 1-10

It was amended and resolved by ordinary resolution that the levy contributions totalling \$11,704.00 be levied periodically by unit entitlement or by any other method as registered in the Scheme By-Laws until otherwise determined by the Strata Company at a General Meeting and shall continue to be levied until otherwise determined by the Strata Company at a General Meeting.

\$4.400 per unit of entitlement 1 January 2026 already raised

\$4.400 per unit of entitlement 1 April 2026

\$4.400 per unit of entitlement 1 July 2026

\$4.400 per unit of entitlement 1 October 2026

\$4.800 per unit of entitlement 1 January 2027 ensuing financial year

To calculate your personal contributions, multiply the "Total per UE" amount by your Unit's Entitlement (UE).

For: 6 Against: 0

10. Proposed Reserve Fund Lots 1-10 Budget

10.1. Adopt Reserve Budget Lots 1-10

It was amended and resolved by ordinary resolution that the reserve fund expenditure budget of \$600.00 be adopted and that the Strata Council be authorised with this same rate of expenditure until the next budget is approved at a subsequent General Meeting.

For: 6 Against: 0

10.2. Reserve Fund Levy Contributions Lots 1-10

It was amended and resolved by ordinary resolution that the levy contributions totalling \$798.00 be levied periodically by unit entitlement or by any other method as registered in the Scheme By-Laws until otherwise determined by the Strata Company at a General Meeting and shall continue to be levied until otherwise determined by the Strata Company at a General Meeting.

\$0.300 per unit of entitlement 1 January 2026 already raised

\$0.300 per unit of entitlement 1 April 2026

\$0.300 per unit of entitlement 1 July 2026

\$0.300 per unit of entitlement 1 October 2026

\$0.300 per unit of entitlement 1 January 2027 ensuing financial year

To calculate your personal contributions, multiply the "Total per UE" amount by your Unit's Entitlement (UE).

For: 6 Against: 0

11. Registration of Financial Year End

11.1. Financial Year End

It was resolved by Ordinary Resolution that the end of Financial Year will be the year ending 31 December.

For: 6 Against: 0

12. Landgate Forms

12.1. Execution of Landgate Documents

It was resolved by Ordinary Resolution that the Strata Company resolves by an ordinary resolution to authorise that two council members acting jointly, or a

strata manager of the strata company, can execute documents on behalf of the strata company:

- (a) in accordance with Section 118(2)(b) and (c) of the Strata Titles Act 1985; and
- (b) subject to any direction provided to the Strata Manager or two council members (as applicable) by the council of the strata company.

For: 6 Against: 0

13. General Business

13.1. Matters Without Notice for Discussion and Referral to the Strata Council

- Clarification for Balance Sheet – Note that the item “Prepaid – Admin” in the Balance Sheet refers to the Prepaid – Admin for Lots 1-10 only.
- Plants for complex – Consider adding more plants to beautify the complex.
- Window cleaning – Vince (Lot 6) can arrange for the windows to be cleaned.
- Driveway Cleaning – Arrange for quotes to clean the driveway.

14. Close Meeting

There being no further business the Chairperson declared the meeting closed at 11:06am.

17 Lithic Way Wangara Strata Plan 81059

APPROVED ANNUAL BUDGET

BUDGET
01/01/26-31/12/26

ADMINISTRATIVE FUND

INCOME

Levies Due - Admin	19,900.00
<u>TOTAL ADMIN. FUND INCOME</u>	19,900.00

EXPENDITURE - ADMIN. FUND

Admin-Legal/Debt Collection	400.00
Admin-Transaction Fees	60.00
Insurance-Premiums	18,500.00
<u>TOTAL ADMIN. EXPENDITURE</u>	18,960.00

SURPLUS / DEFICIT

\$ 940.00

Opening Admin. Balance	13,121.22
<u>ADMINISTRATIVE FUND BALANCE</u>	\$ 14,061.22

17 Lithic Way Wangara Strata Plan 81059

APPROVED ANNUAL BUDGET

BUDGET

01/01/26-31/12/26

ADMIN - LOTS 1-10

INCOME

Levies	11,704.00
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<u>TOTAL INCOME</u>	11,704.00
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Admin-Accounting	450.00
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Admin-Agent Disbursements	950.00
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Admin-Management Fees-Std	3,030.00
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Admin-Meeting Fees	330.00
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Bldg-Electrical	300.00
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Bldg-General Repairs	1,500.00
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Bldg-Security Gates	500.00
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Grounds-Lawns & Gardening	2,000.00
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Utility - Electricity	850.00
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Utility - Water & Sewerage	2,500.00
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<u>TOTAL EXPENDITURE</u>	12,410.00
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<u>SURPLUS/DEFICIT</u>	\$ (706.00)
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Opening Balance	11,937.53
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<u>ADMIN - LOTS 1-10 BALANCE</u>	\$ 11,231.53
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17 Lithic Way Wangara Strata Plan 81059

APPROVED ANNUAL BUDGET

BUDGET
01/01/26-31/12/26

RESERVE - LOTS 1-10

INCOME

Levies	798.00
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<u>TOTAL INCOME</u>	798.00
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Bldg-10 Year Plan Works	600.00
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<u>TOTAL EXPENDITURE</u>	600.00
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<u>SURPLUS/DEFICIT</u>	\$ 198.00
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Opening Balance	4,583.54
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<u>RESERVE - LOTS 1-10 BALANCE</u>	\$ 4,781.54
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17 Lithic Way, Wangara Strata Plan 81059

LOT BUDGET SUMMARY

31/12/2026

If the foregoing budget is adopted levies for the specified period payable quarterly will be as follows:

<u>Lot No</u>	<u>Unit No</u>	<u>Entitlement</u>	<u>ADMIN FUND</u>	<u>INTERNAL ADMIN</u>	<u>INTERNAL RESERVE</u>	<u>Net Total</u>
1	1/19	97	\$543.20	\$426.80	\$29.10	\$999.10
2	3/19	69	\$386.40	\$303.60	\$20.70	\$710.70
3	5/19	66	\$369.60	\$290.40	\$19.80	\$679.80
4	7/19	61	\$341.60	\$268.40	\$18.30	\$628.30
5	9/19	56	\$313.60	\$246.40	\$16.80	\$576.80
6	10/19	69	\$386.40	\$303.60	\$20.70	\$710.70
7	8/19	66	\$369.60	\$290.40	\$19.80	\$679.80
8	6/19	61	\$341.60	\$268.40	\$18.30	\$628.30
9	4/19	56	\$313.60	\$246.40	\$16.80	\$576.80
10	2/19	64	\$358.40	\$281.60	\$19.20	\$659.20
11	17	144	\$806.40	\$0.00	\$0.00	\$806.40
12	15	191	\$1,069.60	\$0.00	\$0.00	\$1,069.60
Total		1,000	\$5,600.00	\$2,926.00	\$199.50	\$8,725.50