

06/11/2025

## **Annual General Meeting Summary Report of Coridale Residential Community No.1 PS821033G**

Dear Members,

Thank you to the members that were able to attend the AGM held on Thursday, 23<sup>rd</sup> October 2025 at 6:00 pm in the Multipurpose Room – 3 Coridale Boulevard, Lara Victoria 3212.

This summary report has been put together to provide an overview of the AGM information and key items that were discussed by members at the AGM. Enclosed you will find a copy of your AGM minutes, please review the minutes and if you have any questions feel free to contact the office of Quantum United Management.

All AGM documentation and these minutes will be available on the Coridale Community App.

### **ANNUAL ACCOUNTS**

Quantum United Management prepared the Coridale PS821033G Financial Statements as at 30/06/2025 and the financial accounts were audited by Stannard Accountants and Advisors. The audited accounts are available on your Community Website / App. The Owners Corporation is in a sound position with a closing balance of \$37,226.28.

### **OWNERS CORPORATION BUDGET & FEES 2025/2026**

The budget 2025/2026 is predominantly similar to the prior financial year. The budget reflects that the annual fees for a standard residential lot are to be \$1,144.51 Incl. GST. This is a total annual increase of \$44.51 per lot, or 4.05% compared to the previous financial year.

<b>2025/2026 Levy Contribution (incl. GST) per quarter *based on 10 units"</b>	<b>Due Date</b>	<b>OC Fee Amount (inc. GST)</b>
OC Fees 01/07/2025 to 30/09/2025 (pre-issued)	01/07/2025	\$275.00
OC Fees 01/10/2025 to 31/12/2025 (pre-issued)	01/10/2025	\$275.00
OC Fees 01/01/2026 to 31/03/2026	01/01/2026	\$297.25
OC Fees 01/04/2026 to 30/06/2026	01/04/2026	\$297.25
<b>Total Annual Levy Contribution</b>		<b>\$1,144.51</b>

### **OWNERS CORPORATION COMMITTEE**

We would like to welcome our new committee member Janice Semple and welcome back Michael Brennan, Tayla Ford, Lucas Draper, Prue Holloway, Aidan Cowie and Ljubisa Illievski. We look forward to working with the committee over the coming year.

Regards,



**Samantha Lim**  
**Client Manager**  
**Quantum United Management**  
**For and on behalf of PS821033G**

**ANNUAL GENERAL MEETING OF OWNERS CORPORATION  
No.1 PLAN OF SUBDIVISION PS 821033G**

**MINUTES OF THE ANNUAL GENERAL MEETING**

**OF OWNERS CORPORATION No. 1 PLAN OF SUBDIVISION PS 821033G HELD ON**

**Date:** 23/10/2025

**Time:** 6:00pm

**Place:** Club Coridale- Multipurpose Room – 3 Coridale Boulevard, Lara Victoria 3212

**Meeting Opened at 6:01 pm**

**1. Attendances & Apologies**

**Lot Owner/s present & eligible to vote:**

Lot 130 Narelle Burns  
Lot 422 Tayla Ford  
Lot 423 Michael Brennan  
Lot 538 Graeme Willis  
Lot 545 Ljubisa Illievski  
Lot 620 Aidan Cowie  
Lot 929 Janice Semple  
Lot 1704 Prue Holloway

**Also Present:**

Tharanga Edirisuriya, Operations Manager – Quantum United Management  
Samantha Lim, Client Manager - Quantum United Management

**Apologies:**

No apologies received.

**2. Proxies**

**Lot owners who provided a proxy**

**Proxy in favour of:**

Lot 1148 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1501 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1901 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1902 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1911 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1912 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1913 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1914 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1915 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1916 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1917 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1919 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1920 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1922 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1923 O'Hallorans Road Pty Ltd	Lucas Draper

Lot 1924 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1925 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1926 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1927 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1928 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1929 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1931 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1933 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1935 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1936 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1937 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1938 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1943 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1944 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1947 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1959 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1960 O'Hallorans Road Pty Ltd	Lucas Draper
Lot 1961 O'Hallorans Road Pty Ltd	Lucas Draper
Lot S16 O'Hallorans Road Pty Ltd	Lucas Draper
Lot S25 O'Hallorans Road Pty Ltd	Lucas Draper

**3. Quorum & Entitlement to Vote**

A Quorum was achieved via Lot Entitlement.

**4. Chairperson of the AGM**

Members present agreed to appoint Tharanga Edirisuriya representing the Owners Corporation as the Chair of the Annual General Meeting.

**5. Acceptance of Minutes**

**RESOLUTION:** It was resolved that the Minutes of the previous Annual General Meeting held on Thursday, 3<sup>rd</sup> October 2024 be adopted as a true and correct record.

*Motion carried*

**6. Reports**

**6.1 Manager's Report / Section 126 of the Owners Corporation Act 2006**

Manager's Report was tabled and taken as read.

**6.2 Committee Report / Section 115 of the Owners Corporation Act 2006**

Committee Report formed part of the Manager's report.

**6.3 Dispute Resolution Report / Part 10 of the Owners Corporation Act 2006**

There were no disputes lodged under this section to report.

Number of Complaints made under Division 1 of Part 10 of the Owners Corporation Act 2006:	0
Nature of complaints:	-
Number of Complaints on which action was taken:	0
Nature of matter in respect of action being taken:	-
Number of matters in which an application was made to VCAT (Victorian Civil and Administrative Tribunal):	0
Nature of matters in which an application was made to VCAT:	-
Outcome of matters in which an application was made to VCAT :	-

**6.4 Safety Assessment Report**

All members are liable for any liability events that occur on common property. Should there be an incident where there was a hazard that the O/C was aware of that caused an injury there may be a chance that the O/C (all lot owners) will be collectively liable. Further, these areas are considered a workplace for any contractors that the O/C is responsible for, so it is important the areas are maintained free of any risks where possible. Common property for O/C No.821033G is the land upon which Club Coridale is constructed once handed to the Owners Corporation. The Club is currently subject to a lease agreement that makes it the responsibility of Club Coridale Limited.

**RESOLUTION:** It was resolved that the Owners Corporation will request a copy of the Safety Assessment Report from Club Coridale or;

**THAT** if Club Coridale do not obtain or provide a copy of the Safety Assessment Report to the Owners Corporation, the Owners Corporation will engage a contractor to conduct and prepare a Safety Assessment Report.

*Motion carried*

**7. Finance:**

**7.1 Annual Financial Statements for the period ending 30 June 2025**

**RESOLUTION:** It was resolved that the Owners Corporation adopt the Annual Financial Statements for the period 1<sup>st</sup> July 2024 - 30<sup>th</sup> June 2025.

*Motion carried*

**7.2 Owners Corporation Budget for the period 1<sup>st</sup> July 2025 to 30<sup>th</sup> June 2026**

**RESOLUTION:** It was resolved that the Owners Corporation adopt the Budget as tabled for the financial year 1<sup>st</sup> July 2025 to 30<sup>th</sup> June 2026 and to use its funds for all of the approved budgeted expenses.

*Motion carried*

**7.3 Owners Corporation Fees**

**NOTE:** The fee for both periods 01/07/2025 to 30/09/2025 and 01/10/2025 to 31/12/2025 have been pre-issued based on the last year's budget. Following the approval of this year's budget the last two quarters fees will be adjusted to reflect the new fees.

**RESOLUTION:** It was resolved that the Owners Corporation Fees be set as per the approved budget in the amount of \$741,017.41 plus GST for the Administration Fund beginning 1<sup>st</sup> July 2025 and that these fees be set based on lot liability the Administration Funds and that these fees be payable quarterly in advance on 1<sup>st</sup> July, 1<sup>st</sup> October, 1<sup>st</sup> January and 1<sup>st</sup> April each year.

The 2025/2026 Owners Corporation Fees will be set at \$1,144.51 per annum for each standard lot.

*Motion carried*

**7.4 Penalty Interest on Arrears**

**RESOLUTION:** It was resolved that pursuant to section 29 of the Owners Corporation Act 2006 the Owners Corporation may charge interest at the maximum rate of interest payable

under the Penalty Interest Rate Act 1983 on any money owed by a member to the Owners Corporation after the due date.

*Motion carried*

#### **7.5 Waiving of Penalty Interest on Arrears**

**RESOLUTION:** It was resolved that the Owners Corporation delegates to the Manager the powers of the Owners Corporation to waive interest on arrears when finalising payment of arrears

*Motion carried*

#### **7.6 Debt Recovery**

The Owners Corporation will need to approve the commencement of fee recovery action at a competent court of jurisdiction against owners of lot/s with all outstanding amounts owed to the Owners Corporation. The action may include applications to VCAT/Magistrates Court, the engagement of the Sheriff, Summons to Oral Examination, garnishee of wages or bank accounts, bankruptcy action or foreclosure on assets.

**RESOLUTION:** It was resolved that the Owners Corporation instruct Quantum United Management to commence fee recovery action at a competent court of jurisdiction against owners of lot/s with unpaid Owners Corporation Fees that are equal to or above three quarters of Owners Corporation Fees.

*Motion carried*

#### **7.7 Cost Recovery**

**RESOLUTION:** It was resolved that the Owners Corporation may recover, as a debt due from the person or persons in default or breach, the costs, charges and expenses incurred by the Owners Corporation, (but excluding the personal time cost of any person acting in an honorary capacity including the Chairperson, or Committee member of the Owners Corporation) arising out of any default or breach, by any lot owner, or occupier of a lot, of any obligation under the Owners Corporation Act 2006 or the Owners Corporation Regulations 2018 or the Rules of the Owners Corporation.

*Motion carried*

### **8. Insurance:**

#### **8.1 Review of Current Insurance Cover:**

**RESOLUTION:** It was resolved that the Insurance cover details for the Owners Corporation required by Division 6 of the Owners Corporation Act 2006 be noted, details of which are outlined below, and that the Owners Corporation approve the renewal of the policies on the renewal date noted below:

<b>Name of Company:</b>	CHU Underwriting Agencies
<b>No. of Policy:</b>	HU0006142525
<b>Insured:</b>	O/C No. 1 PS821033G
<b>Building:</b>	\$20,000.000
<b>Public Liability:</b>	\$30,000,000.00
<b>Voluntary Workers:</b>	\$100,000,000
<b>Fidelity:</b>	\$250,000.00
<b>Office Bearers' Legal Liability:</b>	\$1,000,000.00
<b>Government Audit Costs:</b>	\$25,000

**Legal Defence:** \$50,000

**Renewal Date:** 20<sup>th</sup> February 2026

Members are advised that the Owners Corporation Building Policy **DOES NOT** provide protection for privately owned fittings, including carpets, temporary floors, walls, ceiling coverings, curtains, blinds and light fittings or fixtures removable by a lessee regardless of the cause of the damage or the legal liability in respect of any negligence that occurs within the titled area of the lot. It is therefore the responsibility of the landlord/lot owner to ensure adequate cover is in place, commonly referred to as Contents Insurance/Landlords Cover.

**STANDING DIRECTION (INSURANCE RENEWAL)**

Members are advised that in order for Quantum United Management Pty Ltd to automatically renew the insurance policies applicable to the property a "Standing Direction" is to be provided to Quantum United Management Pty Ltd. The insurance policy will be renewed at the "suggested" rate of cover indicated as per the insurer's recommendation on the renewal notice or as per the value recommended of a Valuation Report.

The information provided to the members is deemed to be given as General Advice only.  
*Your PDS for this policy can be obtained from the community App, by contacting our office, or one will be available to be viewed at the AGM.*

*Please also review the financial services provided by the Manager as disclosed in the Quantum Financial Services Guide (FSG) attached to the AGM Pack.*

*Motion Carried*

**9. Election of Owners Corporation PS821033G Committee:**

The outgoing committee members are:

Michael Brennan  
Tayla Ford  
Jacqueline Holst (resigned in March 2025)  
Lucas Draper  
Prue Holloway  
Aidan Cowie  
Ljubisa Illievski  
Rebecca Greaves

Members present thanked the outgoing committee for their effort and contribution in the last financial year.

**9.1 Election of Owners Corporation Committee Members**

**Committee Member 1:**

**RESOLUTION:** THAT Lucas Draper is elected onto the committee of the Owners Corporation as passed by simple majority votes.

*Motion Carried*

**Committee Member 2:**

**RESOLUTION:** THAT Michael Brennan is elected onto the committee of the Owners Corporation as passed by simple majority votes.

*Motion Carried*

**Committee Member 3:**

**RESOLUTION:** THAT Tayla Ford is elected onto the committee of the Owners Corporation as passed by simple majority votes.

*Motion Carried*

**Committee Member 4:**

**RESOLUTION:** THAT Prue Holloway is elected onto the committee of the Owners Corporation as passed by simple majority votes.

*Motion Carried*

**Committee Member 5:**

**RESOLUTION:** THAT Aidan Cowie is elected onto the committee of the Owners Corporation as passed by simple majority votes.

*Motion Carried*

**Committee Member 6:**

**RESOLUTION:** THAT Ljubisa Illievski is elected onto the committee of the Owners Corporation as passed by simple majority votes.

*Motion Carried*

**Committee Member 7:**

**RESOLUTION:** THAT Janice Semple is elected onto the committee of the Owners Corporation as passed by simple majority votes.

*Motion Carried*

**10. Other business**

**10.1 Discussion on the design guidelines on the nature strip and landscaping**

Queries were raised to the developer on how design guidelines are being enforced on each individual lot. The Manager provided clarification on which authorities can enforce the design guidelines and rules of the Owners Corporation.

**10.2 First Committee Meeting**

It was advised that the first committee meeting will be held on Wednesday, 26<sup>th</sup> November 2025 for members present that are joining in the Committee. Documents will be issued closer to the meeting date.

**11. Close of Meeting**

Meeting closed at 7.09pm.