

**Minutes of General Meeting of the HOC GemLife Pacific Paradise
Held in the Tennis Room
On the 20th of February 2024**

The Homeowners Committee held a special general meeting on the 20th February 2024 to discuss changes that the Office of Fair Trading is implementing, and NAB Administration issues being experienced.

Acting Chairperson Graham Butler welcomed Committee Members, thanked everyone for their attendance and opened the meeting at 9.04 am.

Present: Graham Butler (Chairperson), Jillian Rickertt (Secretary), Tanneke Booth (Treasurer), John Harvey (Deputy Chairperson) Glen Hall, Jim Walsh

Apologies:

Sonia Smithers

Office of Fair Trading

The changes are as follows and will necessitate an update to our Constitution.

From 1 July 2024, incorporated associations must:

- *disclose remuneration paid and any benefits given to committee members, senior staff and their relatives at their Annual General Meeting*
- *follow the grievance procedure in the model rules to resolve disputes or include a compliant grievance procedure in their own rules.*

Our current Grievance Procedure is no longer compliant; therefore we must submit our amended constitution to the Office of Fair Trading by **30 April 2024** to allow sufficient time for them to review and register it.

The Office of Fair Trading advises that these changes may be implemented through a general meeting, which was held this morning.

NAB Administration Issues

The committee also discussed the ongoing problems with NAB at the meeting, specifically the inability of NAB to accurately record current signatories or remove obsolete signatories.

As a result of these discussions the following motions were passed.

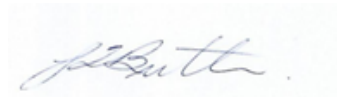
Motion	Status
Update the GemLife Pacific Paradise Residents Association Inc Constitution (Clause 2.7) to include the Internal Grievance Procedure implemented by the Department of Fair Trading applicable from 1 st July 2024. https://www.publications.qld.gov.au/ckan-publications-attachments-prod/resources/ec5ce24d-0ef0-4dc3-9e44-f9f8eaa10d39/example-internal-grievance-procedure.pdf?ETag=75103996abb09606c4d035297f3f6f66	Passed
Moved: Jim Walsh	Seconded: John Harvey
Amend the Function of the Secretary (Clause 3.5.8) in the GemLife Pacific Paradise Residents Association Inc Constitution to include disclosure of any remuneration or other benefits provided to Management Committee Members, Senior Staff or their relatives, even if no remuneration or benefits have been provided during the financial year.	Passed
Moved: Jim Walsh	Seconded: Glen Hall

Motion	Status
<p>In light of the inability of NAB to accurately record current signatories or remove obsolete signatories, transition the GemLife Pacific Paradise Residents Association Inc. account from National Australia Bank (NAB) to Bendigo Bank. Use a staged approach to ensure no disruption to daily operations.</p> <p>Stage 1: Open Bank Accounts – Transaction and Savings.</p> <p>Stage 2: Set up signatories: Graham Butler, Jillian Rickertt, Tanneke Booth, John Harvey, Sonia Smithers.</p> <p>Stage 3 Set up interfaces – Xero and Tyro</p> <p>Stage 4 – Set up Pay Anyone Payees</p> <p>Stage 5 – transfer balance from NAB to Bendigo Bank and close NAB account. (Stages 4 and 5 may occur simultaneously)</p>	<p>Passed</p>
<p>Moved: Graham Butler</p>	<p>Seconded: Glen Hall</p>

Meeting closed at 9.19am.

Next Meeting: to be held on March 12th, 2024, in the Tennis Room at 9.30am.

Minutes approved:



Signed Graham Butler
Acting Chairperson