**Perbadanan Pengurusan Q Sentral**
**Level M1, Q Sentral, No. 2A Jalan Stesen Sentral 2,**
**Kuala Lumpur Sentral, 50470 Kuala Lumpur.**

# Minutes of the 5th Annual General Meeting of Perbadanan Pengurusan Q Sentral

**Date:** 26th September 2024

**Time:** 10.30 a.m.

**Venue:** West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral, 50470 Kuala Lumpur.

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| **Present**: | **Perbadanan Pengurusan Q Sentral ("MC for Term 2023/2024")**<br><br>1. Chairman – Mr. Richard Anthony @ Anthonysamy (RA) – Corporate Representative of Urban Hybrid Sdn Bhd, Unit No. 22-12<br>2. Treasurer – En. Wan Ade Razman Bin Che Wan Bakar - Corporate Representative of Semasa Parking Sdn Bhd, Unit No. PKL-1 (WAN) |
| **Absent with Apologies** | 1. Secretary – Mr. See Guan Ho (SGH) - Corporate Representative of Lynx Trading Sdn Bhd, Unit No. 31-20 |
| **Others** | 1. Lai Chee Hoe (LCH) - Chee Hoe & Associates (Legal Advisor)<br>2. Alvin Ching (AC) – Ching & Associates Plt (Auditor)<br>3. Ho Hon Chiap (HHC) - Laurelcap Property Management (Sel) Sdn Bhd (Consultant)<br>4. Lum Youk Lee (LYL) - Proplead Sdn Bhd (Property Management Company)<br>5. Elysa Sem Lee Kuen (SEM) - Proplead Sdn Bhd (Property Management Company)<br>6. Richard Au Kean Hau (RAKH) - Proplead Sdn Bhd (Property Management Company)<br>7. S.Deebanth (DS) – PPQS (Building Manager)<br>8. Addi Rafeq Bin Adbul Rahman – SSRV (Facilities Manager)<br>9. Firdaus bin Mohd Ali (FBMA)- Chief Operation Officer (COO)(Crystal Clear Cleaning Sdn Bhd)<br>10. Shanmugasundraraj.G (SHAN) - Senior Manager (Toshiba Elevator (M) Sdn Bhd) |
| **Present**: | **Proprietors and Proxies**<br><br>Please refer to the attendance list attached herewith. |

**Attachments**

Full sets of Notice of Annual General Meeting (AGM) on 26th September 2024

| No. | Document Reference No. | Document Description |
|---|---|---|
| 1. | | Notice of AGM & Agenda |
| 2. | Appendix A | Annual Operating Budget for Year 2025 |
| 3. | Appendix B | Shaded Floor Plan |
| 4. | Appendix C | Operating Budget for 2024 (Apportionment of Cost to Restricted Common Property(RCP) and Non-Restricted Common Property (NRCP) |

Private Motions Received

| No. | Proposed by | Descriptions |
|---|---|---|
| 1. | Unit 15-06, 15-07 & 15-08 | Private Motion 1 & 2 – The proposed new rate of Charges and Sinking Fund Rate with the 15.9% increment applied equally to all unit parcels based on the Current Charges and Sinking Fund Rate respectively. |

PowerPoint Presentation Slide

| No. | Subject | Presented by |
|---|---|---|
| 1. | Q-Sentral Multiple Rate | Laurelcap Property Management (Sel) Sdn Bhd |

**Minutes of the 5th Annual General Meeting of Perbadanan Pengurusan Q Sentral** held at the West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen 2, Kuala Lumpur Sentral, 50470 Kuala Lumpur on **26th September 2024**

## 1.0 Quorum

Under Subparagraph 15(1) of Second Schedule of the Strata Management Act 2013 ("the Act"), the required Quorum of a General Meeting is one-half of the proprietors who have paid all the Charges or contributions to the Sinking Fund or any money due and payable in respect of their parcels before the seventh day prior to the date of the General Meeting ("Proprietors entitled to vote").

The requisite quorum was not present at 10:00 a.m.

- Total proprietors Eligible to vote: 328
- Total proprietors Present at 10:00 a.m.: 31

Therefore, the Senior Finance & Admin Manager, Mr. Richard Au ("RAKH") declared that the Meeting be duly convened at 10:30 a.m.

After the 30-minute mandatory waiting period as per Subparagraph 15(2) of the Second Schedule of the Act, the meeting proceeded with the following quorum:

- Total proprietors Present at 10:30 a.m.: 46

## 2.0 The Meeting

The Chairman of the Q Sentral Management Corporation (MC), Mr. Richard Anthony (RA) welcomed and thanked the proprietors and proxies for attending the Meeting. He then requested Lum Youk Lee (LYL) - Proplead Sdn Bhd (Property Management Company) to proceed with the AGM agendas.

### 2.1 Agenda 1: Ordinary Resolution No. 1 – Election Of Chairman

LYL informed the meeting that, in accordance with paragraph 16 of the Second Schedule of the Strata Management Act 2013 ("Act 757"), a chairman must be elected from among the proprietors present and eligible to vote, to preside over the meeting until its conclusion.

LYL then called for nominations for the election of chairman for the AGM, opening the floor for nominations. The results were as follows:-

| No | Nominee | Proposed By | Seconded By |
|---|---|---|---|
| 1. | Dato' Rabinder Singh a/l Inderjit Singh (Unit No. 15-07) | Chua Huey Ying (Corporate Representative for Unit No. PKL-2) | Shahril bin Hussain (Corporate Representative for Unit No.PKL-3) |

With no further nominations from the floor, Chua Huey Ying (CHY), Corporate Representative from Unit No. PKL-2, proposed to close the nominations. This was seconded by Shahril bin Hussain (SH), Corporate Representative from Unit No. PKL-3.

As such, Dato' Rabinder Singh (DRS) was elected as the Chairman of the meeting.

| **Ordinary Resolution No. 1** |
|---|
| "THAT IT IS HEREBY RESOLVED AND AGREED UPON BY Q SENTRAL MANAGEMENT CORPORATION to elect a chairman from those proprietors present who are entitled to vote from the proprietors to preside over the Annual General Meeting ("AGM") of the MC until its conclusion pursuant to paragraph 16 of the Second Schedule of the Strata Management Act 2013 ("Act 757")." |
| Results: **Carried unanimously.** |

**Introduction of the 5th AGM Background & Flow**

The Chairman of the Q Sentral Management Corporation (MC), Richard Anthony @ Anthonysamy (RA), introduced the three committee members who served during the 2023/2024 term: En Wan Ade Razman (Corporate Representative of Unit No. PKL-1) as Treasurer and Mr. See Guan Ho (Corporate Representative of Unit No. 31-20) as Secretary, Mr See however was absent from this 5th AGM. Additionally, the Chairman announced that Dato' Rabinder Singh (DRS) and Wong Hong Yong (Proxy for Unit No. 12-06) had resigned during the 4th EGM effectively on 31st July 2024.

DRS expressed gratitude to the committee members for their dedication, time, and effort in performing their duties under the Strata Management Act. He then proceeded with the next agenda.

## 2. APPROVE AND ADOPT THE PREVIOUS MINUTES OF MEETING

The minutes were circulated earlier in the AGM pack and displayed on the slides for the attendees' benefit.

S. Mohan A/L Sivasundram (SM), Proxy for Unit No. 41-07, inquired about the reason for the delay and the necessity of adopting the belated Minutes of Meeting (MOM) during the 5th AGM.

LYL explained that the delay was due to an oversight by the property management company, who did not include motions to adopt the minutes of the 1st EGM (convened on 14th February 2020) and 2nd EGM (convened on 17th July 2020), both organised by the previous property management company, Kondoservis Management Sdn Bhd. These should have been presented during the 4th AGM. Hence, these two sets of EGM minutes were tabled for adoption at this 5th AGM.

As for the minutes of the 4th AGM (convened on 29th September 2023), 3rd EGM (convened on 23rd February 2024) and 4th EGM (convened on 31st July 2024), all were then tabled at this 5th AGM (26th September 2024) for adoption.

Dato' Rabinder Singh (DRS) sought legal advice from the appointed legal advisor, Mr. Lai Chee Hoe (LCH) of Chee Hoe & Associates (CHA), who confirmed that there is no legal prohibition against tabling and adopting minutes of previous general meetings during this 5th AGM especially so when discovered subsequently that there were minutes of meeting held earlier not being tabled.

Norlan Bin Mohamed Tahir (NBM), Corporate Representative for Unit No. 33-10, introduced himself as a former chairman of a joint management body at Iskandar Puteri, questioned LYL the number of general meetings held since 2020. LYL clarified that there were total of four (4) EGM and One (1) AGM minutes of meeting to be adopted.

NBM commented that it was inappropriate for the property management company and the Management Committee to adopt five belated sets of minutes at once. He stated that this delay in adoption was against the law and reflected incompetency & bad services provided by the property management company, the management committee and the appointed lawyer, all of whom paid with the owner's funds. He urged that the minutes should be adopted at every subsequent general meeting without delay. NBM also expressed that he was offended by the incorrect recording of his name. LYL acknowledged the comment and reiterated that this AGM aims to ratify the adoption of two EGM minutes, while the other three are correctly lined up for adoption at today's AGM.

Two scrutineers were invited to oversee and verify the integrity of the voting procedures and vote-counting processes:

1. Madam Wong Lu Peen (WLP), Owner of Unit No. 22-01
2. Mr. Tan Chee Seng (TCS), Proxy for Unit No. 12-08

DRS invited LCH to provide guidance to owners on the voting process and while LCH was providing guidance to owners on how to mark the poll forms, he noticed SM was video recording on him using a personal handphone without his consent. LCH mentioned that it has never given consent to SM to video record him and urged SM stop the video recording. SM initially refused to coorporate and only stopped after being requested by DRS.

2.1 **Agenda 2 Ordinary Resolution No. 2 (a) - To Approve and Adopt the Minutes of Meeting For 1st EGM** (14th February 2020)

DRS announced that Ordinary Resolution No. 2(a) would be tabled for a vote.

Chua Huey Ying, Corporate Representative for Unit No. PKL-2, demanded a poll for all motions in this 5th AGM.

| This Motion was tabled for a vote | |
|---|---|
| Proposed By | Seconded By |
| Chua Huey Ying (Corporate Representative for Unit No. PKL 2) | Norfazalinah Binti Mumin (Corporate Representative for Unit No. 35-01) |

Voting Results 2(a) as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 43,552 Share Units | 10,613 Share Units |

The voting results were announced, and DRS declared that Ordinary Resolution No.2(a) in relation to the minutes of the Q Sentral 1st EGM held on 14th February 2020 was carried by majority.

**Ordinary Resolution No. 2 (a) – To Approve and Adopt the Minutes of Meeting For 1st EGM**
"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the minutes of meeting of Q Sentral for the 1st EGM held on 14th February 2020 be and is hereby approved for adoption.

Result: **Carried by majority**.

2.2 **Agenda 2 Ordinary Resolution No. 2(b) – To Approve and Adopt the Minutes of Meeting For 2nd EGM** (17th July 2020)

DRS announced that Ordinary Resolution No. 2(b) would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| Proposed By | Seconded By |
| Rabinder Singh a/l Inderjit Singh (Unit No. 15-07) | Wan Ade Razman bin Che Wan Bakar (Corporate Representative for Unit No. PKL 1) |

Voting Results 2(b) as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 43,121 Share Units | 11,200 Share Units |

The voting results were announced, and DRS declared that Ordinary Resolution No.2(b) in relation to the minutes of the Q Sentral 2nd EGM held on 17th July 2020 was carried by majority.

| Ordinary Resolution No. 2 (b) |
| --- |
| "THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the minutes of meeting of Q Sentral for the 2nd EGM held on 17th July 2020 be and is hereby approved for adoption.<br><br>Result: **Carried by majority**. |

2.3 **Agenda 2: Ordinary Resolution No. 2(c) – To Approve and Adopt the Minutes of Meeting For 4th AGM** (29th September 2023)

DRS announced that Ordinary Resolution No. 2(c) would be tabled for a vote.

| **This Motion was tabled for a vote** | |
| --- | --- |
| Proposed By | Seconded By |
| Rabinder Singh a/l Inderjit Singh (Unit No. 15-07) | Norfazalinah Binti Mumin (Corporate Representative for Unit No. 35-01) |

Voting Results 2(c) as follows:

| Options | For | Against |
| --- | --- | --- |
| Polling Results | 43,121 Share Units | 10,926 Share Units |

The voting results were announced, and DRS declared that Ordinary Resolution No.2(c) in relation to the minutes of the Q Sentral 4th AGM held on 29th September 2023 was carried by majority.

| Ordinary Resolution No. 2(c) |
| --- |
| "THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the minutes of meeting of Q Sentral for the 4th AGM held on 29th September 2023 be and is hereby approved for adoption.<br><br>Result: **Carried by majority**. |

2.4 **Agenda 2: Ordinary Resolution No. 2(d) – To Approve And Adopt The Minutes Of Meeting For 3rd EGM** (23rd February 2024)

DRS announced that Ordinary Resolution No. 2(d) would be tabled for a vote.

| **This Motion was tabled for a vote** | |
| --- | --- |
| Proposed By | Seconded By |
| Noorzila Binti Mohd Tajuddin (Proxy for Unit No. 17-11) | Muhammad Hakimie bin Abd Latif (Proxy for Unit No. 12-10) |

Voting Results 2(d) as follows:

| Options | FOR | AGAINST |
|---|---|---|
| **Polling Results** | 43,620 Share Units | 10,427 Share Units |

The voting results were announced, and DRS declared that Ordinary Resolution No.2(d) in relation to the minutes of the Q Sentral 3rd EGM held on 23rd February 2024 was approved by a majority.

| **Ordinary Resolution No. 2(d)**<br>"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the minutes of meeting of Q Sentral for the 3rd EGM held on 23rd February 2024 be and is hereby approved for adoption.<br><br>Result: **Carried by majority**. |
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2.5 **Agenda 2: Ordinary Resolution No. 2(e) – To Approve And Adopt The Minutes Of Meeting For 4th EGM** (31st July 2024)

DRS announced that Ordinary Resolution No. 2(e) would be tabled for a vote.

| **This Motion was tabled for a vote** | |
|---|---|
| Proposed By | Seconded By |
| Wan Ade Razman bin Che Wan Bakar (Corporate Representative for Unit No. PKL 1) | Muhammad Hakimie bin Abd Latif (Proxy for Unit No. 12-10) |

Voting Results 2(e) as follows:

| Options | FOR | AGAINST |
|---|---|---|
| **Polling Results** | 43,620 Share Units | 10,427 Share Units |

The voting results were announced, and DRS declared that Ordinary Resolution No.2(e) in relation to the minutes of the Q Sentral 4th EGM held on 31st July 2024 was carried by majority.

| **Ordinary Resolution No. 2(e) – To Approve and Adopt the Minutes of Meeting For 4th EGM**<br><br>"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the minutes of meeting of Q Sentral for the 4th EGM held on 31st July 2024 be and is hereby approved for adoption.<br><br>Result: **Carried by majority**. |
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## 3. TO ADOPT THE AUDITED ACCOUNTS OF MANAGEMENT CORPORATION FOR THE FINANCIAL YEAR ENDED 31ST DECEMBER 2023

**Ordinary Solution 3: To Adopt the Audited Account for Year Ended 31st December 2023**

The audited account for Year Ended 31st December 2023 was circulated earlier in the AGM pack and was shown on the slides for the benefit of the attendees.

SM commented there was a revenue discrepancy of approximately RM1,603.

Alvin Ching (AC) from Ching & Associates Plt(Auditor) requested SM to provide detail information on the revenue discrepancy via email as he is unable to comment.

AC also commented that the amount of discrepancy is far below the materiality level set for the audit sampling test. He further explained that the auditor's responsibility is to express an opinion on whether the financial statement presents a true and fair view based on audit sampling conducted. The auditor was tasked to comply with ethical requirements and planning and perform the audit to obtain reasonable assurance that the financial statements are free from material misstatement. AC also mentioned that the Management Office has forwarded the audit report queries raised by SM prior to the AGM and further stated that the compilation is in progress and the reply will be provided in due course. SM queried on why two (2) months of timeline is required to revert to which DRS informed AC to expedite and not take two (2) months to revert.

As no further inquiries were raised by the owners, DRS announced that Ordinary Resolution No. 3 would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| Proposed By | Seconded By |
| Tan Chee Seng<br>(Proxy for Unit No. 12-08) | Muhammad Hakimie bin Abd Latif<br>(Proxy for Unit No.12-10) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| **Polling Results** | 45,412 Share Units | 8,557 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution No.3 in relation to the adoption the Audited Account for Year Ended 31st December 2023 was carried by majority.

**<u>Ordinary Solution 3: To Adopt the Audited Account for Year Ended 31st December 2023</u>**
"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the audited account for year ended 31st December 2023 be and is hereby approved for adoption.

Result: **Carried by majority**.

## 4. TO ADOPT THE ANNUAL OPERATING BUDGET FOR YEAR 2025

**ORDINARY RESOLUTION NO. 4 – ANNUAL OPERATING BUDGET FOR YEAR 2025**

The Annual Operating Budget for year 2025 was presented and displayed on screen, the same which was attached and sent to all owners with the AGM Pack.

SM raised queries about the need to appoint Auxiliary Police (AP) services in Q Sentral when Security Guard services are deployed, and the reason for the increase in the Property Management and Facilities Management services fees. SM mentioned that the query on AP matter was raised in last year's AGM and DRS did not answer to which DRS disputed and clarified that it was answered.

DRS responded to SM's first query on the AP matter, stating that the same matter had been discussed repeatedly over the years including last year's AGM, and a consensus was reached among the owners to maintain the current "mix and match" deployment. Q Sentral engaged both security guard service provided by Deuma Force Sdn Bhd and auxiliary police, provided by MRCB Sentral Security Sdn Bhd.

Proplead presented the breakdown on slides, where LYL responded to SM's second query on the Property Management services, by explaining the comparison of 2020 to 2021, whereas Proplead replaced Kondoservis as the property manager effective 1st August 2020. During Proplead's probationary period, the Property Management fee was reduced by RM10k for the first year of service and later revised back to RM20k upon confirmation. This is the same rate charged by Kondoservis previously. As a result, a lower Property Management fee was recorded in 2021, reflecting a savings of RM53k over five months.

As for the staff cost differences, In 2020 accounts, Kondoservis Management Sdn Bhd, the former property management company, was unable to fill the Senior Finance and Admin Manager (SFAM) position before their contract ended on 31st July 2020. Proplead filled the vacancy after taking over, which accounts for the salary difference of this position being filled. Additionally, on 8th December 2020, the MC noted that credit control aging as of 30th November 2020 was RM1,535,763 (Service Charge & Sinking Fund, "SCSF") and RM174,550 (air conditioning and miscellaneous). As a result, the MC hired an additional credit control staff. By 31st July 2024, the aging had significantly improved to RM197,977 (SCSF) and RM44,989 (air conditioning and miscellaneous). The salary differences mainly reflected the costs associated with the SFAM and the additional credit control staff.

For the comparison of year 2021 to 2022, the Property Management fee for year 2022 was higher due to a lower fee charged by Proplead during their first year of service. From January to July 2021 (a period of 7 months), the total fee amounted to RM70,000, reflecting a discounted rate. Additionally, there was a 5% salary increment for selected staff 2022, which further contributed to the increase.

For the comparison of year 2022 to 2023, the Property Management fee was slightly lower due to discount of RM2,120 for 3 months requested by MC on goodwill basis to support the MCO's situation (Total saving of RM6,360).

Treasurer – En. Wan Ade Razman Bin Che Wan Bakar (WAN)-Corporate Representative of Semasa Parking Sdn Bhd, Unit No. PKL-1 responded to SM's third query on facilities management service. He explained that for the comparison of 2020 to 2021 shows only a minor acceptable variance. However, for the comparison of 2023 to 2022, there was a significant increase in the fee in year 2023 due to underbilling of the vendor at RM 108k per month until the contract ended at July 2022. Starting from August 2022 onwards, the correct contract fee of RM 122k per month was charged as per the contractual agreement.

Currently, the facilities management team consists of 14 persons, including a facilities manager, a facilities engineer, a High Tension (HT) chargeman, a Low Voltage (LV) chargeman, eight technicians, a clerk and an admin executive. This team is responsible for overseeing the building day to day operations such as upkeeping and routine maintenance, attending the user complaints, emergency and ad-hoc incidents etc. Given the large size of Q Sentral and its high foot traffic, a highly skilled and competent service & technical team is essential to ensure smooth operations.

NBM reiterated that when he was the chairman of another JMB, he always managed to maintain a RM10 million Fixed Deposit. Every year, he ensured that the service providers were checked and requested at least three (3) quotations. He further mentioned that the cleaning cost for Q Sentral is about RM 118k per month. In contrast during his tenure as JMB chairman of a residential tower with thirty-eight (38) levels and office tower with sixteen (16) levels, the cleaning cost was only RM20k a month with eight (8) cleaners. Therefore, he questioned the number of cleaners deployed at Q Sentral to justify the cost and whether they were working on a 24/7 basis.

DRS requested DS and En. Firdaus bin Mohd Ali (FBMA)- Chief operation officer (COO)(Crystal Clear Cleaning Sdn Bhd) to answer the procurement process and the manpower, respectively.

DS clarified that Q Sentral follows an open tender Standard Operating Procedure (SOP), obtaining at least three quotations from various providers and select the vendor with the most competitive pricing. The cleaning service charges include both the manpower fees for the cleaners and hygiene consumable items. A cost comparison exercise was conducted prior to the expiration of the current contract in June 2023, and the current vendor still offers the lowest rate. In terms of manpower breakdown, the cleaning team consists of 42 persons, including one local supervisor, one team leader, and 40 cleaners, which averages to approximately one cleaner assigned per floor. Their working hours are from 7am to 7pm.

NBM stressed that the operation cost must be justified because it is the owners who are paying. He also mentioned the lift and escalator expenses amounting to RM 881k and questioned how to justify this cost on a monthly basis and whether the management office has explored the options to engage different service providers apart from the current service provider. He further added that measures including cost cutting must be taken into practice and the owners should be advised accordingly before increasing the Charges. He quoted that the monthly facilities management fee of RM 120k seems not justifiable based on the Q Sentral is not a

big size commercial building. Therefore he mentioned that every expenses must be spent prudently.
DRS requested DS to explain who the current service provider for the lifts and escalators is and why Q Sentral cannot engage other service providers. DS explained that Toshiba is the brand of all lifts and escalators in the building, and they are also the current maintenance company for all lifts and escalators at Q Sentral, being the original equipment manufacturer (OEM). Mr. Shanmugasundraraj.G (SHAN) - Senior Manager (Toshiba Elevator (M) Sdn Bhd) added that Toshiba Malaysia is the sole distributor for its brand of lift and escalator throughout Malaysia. They supply the OEM spare parts and accessories along with a comprehensive service contract to Q Sentral. He further added that it is the company's policy to disallow third parties from purchasing their parts as they are the sole distributor for the brand.

SM informed that the maintenance cost of the lift and escalators are too high and must be reduced. He informed Shan to reduce the cost or to fix a meeting with their CEO for further discussion on the said matter. DRS also informed Shan to look into the cost reduction and also the faulty light issue in the lift as highlighted by SM.

Ms Melanie Oh (MO)-Corporate Representative for Unit No.22-02 showed DRS a picture of the faulty light on her mobile phone. DRS welcomed her to come forward and raise the matter. SM mentioned that "you all know this" to which DRS mentioned that he is unaware as his office is not located in Q Sentral and warned SM not to make any allegations.

MO raised a complaint regarding the poor lighting in the LG1 visitor car park lift and that the touch panel does not provide any indicative signal. Shan took note on her complaints and he would rectify the issue immediately. Besides, MO highlighted that the cleanliness of both gents and ladies toilets and the pantry area was appalling as she had received complaints from her tenants in units no. 25-03 and 25-03A. DRS urged FBMA to look into this matter and change the cleaner with immediate effect. DRS also informed Shan to look into cost reduction measures and to rectify the complaints.

SM urged Shan to explain the variance between the budget for lift and escalator maintenance, which was approximately RM 550k a few years ago, compared to RM 818k for the year 2025. DS replied SM that he would address the inquiry, as the budget was prepared by the management office and not Toshiba. DS clarified that the budget for 2024 was RM 901k and RM 818k for 2025. The higher budgeted cost for 2024 was allocated due to a load calibration exercise, which is a requirement by JKKP amounting a budget of approximately RM100k. The said exercise is a regulation which must be conducted every 45 months for all lifts. Additionally, DS highlighted that the JKKP license fee will increase by 300% starting in 2025 from RM398 per lift to RM1,300 per lift.

SM asked whether Q Sentral needs a comprehensive service contract, considering that the lift and escalator at Q Sentral are still relatively new. DRS informed him that the building is no longer new, as it has been operating since 2015, thus reaching ten (10) years of operation. Shan further clarified and recommended continuing with the comprehensive service contract, noting that Toshiba has spent approximately RM2.4million on parts replacement over the past four years to maintain their standard. Shan further clarified that the comprehensive service contract comprises of machine, rope, rotating equipment, etc whereas EBOPS and load calibration are not covered. SM inquired about the RM 2.4 million spending if the lifts had defects, to which Shan clarified that the replacements were carried out to maintain a high quality of service.

WAN mentioned that the management office practices proper procurement procedures by calling open tenders and most of the cost increase are caused by electricity charges, with the increase in ICPT from RM0.03 to RM0.20 in 2023, despite a lower adjustment from RM0.03 to RM0.17 in mid-2024. This increase has contributed nearly RM1 million extra in costs per year. WAN added that he agrees with the points raised by SM and NBM on the cost reduction but however, these are the costs that we are unable to avoid.

Furthermore, the government's mandated minimum wage has increased from RM1,200 to RM1,500, which has significantly raised manpower costs for vendors, resulting in higher charges passed on to customers. It is unfair to the Management Committee to suppress vendor prices while demanding high-quality service.

Mr. Foong Choong Hong (FCH), an observer for Units No. 30-13 and 30-13A, pointed out that the escalators are not in good condition especially the groove lines were dirty. He suggested to reduce number of workers should the minimum wage increase to improve productivity. He also expressed dissatisfaction with the once-a-month routine inspection for the lifts and escalators as it is insufficient given the heavy foot traffic in the building. FCH suggested that cleaners must actively support and report maintenance issues. Furthermore, he highlighted that both rental and property values have declined over the years. He used his own upper-floor units as an example that despite it was purchased at high prices, the low rental income from his units is insufficient to cover expenses and requiring owners to subsidy the shortfall. He wants management to understand that the owners are suffering financial strain, while only the developer made money.

DRS enquired Shan on the escalator issue raised by FCH and also the maintenance schedule. Shan clarified that two (2) manpower personnel have been placed in the building and the schedule will be revised accordingly. DRS informed DS to follow up on the matter. DRS highlighted that the Charges and Sinking Fund rate have remained unchanged since 2018 but the total expenses such as electricity have significantly increased over the years up to the current year 2024. The cost-cutting measurement implementation has been a challenging task for the current Management committee.

Chairman – Mr. Richard Anthony @ Anthonysamy (RA)–Corporate Representative for Urban Hybrid Sdn Bhd, Unit No. 22-12 invited both FBMA and Rafeq express their suggestion such as reducing the number of cleaners and technicians.

En. Firdaus bin Mohd Ali (FBMA)- Chief operation officer (COO)(Crystal Clear Cleaning Sdn Bhd) replied that the number of cleaners is determined based on the scope of works at Q Sentral. For example, each toilet requires four (4) times cleaning a day. A thorough study would be needed for cleaners reduction.

En. Addi Rafeq Bin Abdul Rahman (Rafeq), SSRV Facilities Manager explained that there are currently a total of 8 technicians, with 2 technicians assigned to 3 shifts, morning, evening and night shifts. The remaining 2 technicians work from 9am to 6pm under normal working hours. RA mentioned to consider 2 shifts instead of 3 shifts. A thorough study would be needed for headcount reduction.

As no further inquiries were raised by the owners, DRS announced that Ordinary Resolution No. 4 would be tabled for a vote.

| **This Motion was tabled for a vote** | |
|---|---|
| Proposed By | Seconded By |
| Tan Chee Seng<br>(Proxy for Unit No. 12-08) | Ng Jun Yik<br>(Proxy for Unit No. 12-02) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| **Polling Results** | 42,860 Share Units | 11,600 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution No.4 in relation to the annual operating budget for year 2025 was carried by majority.

| **ORDINARY RESOLUTION NO. 4 – ANNUAL OPERATING BUDGET FOR YEAR 2025** |
|---|
| "THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the annual operating budget for year 2025 be and is hereby approved as set out in "Appendix A"<br><br>Result: **Carried by majority**. |

## 5. Special Resolution No. 5 - Restricted Use Of Common Property (Amendment To Additional By-Law)

The motion was presented and displayed on screen, the same which was attached and sent to all owners with the AGM Pack.

NBM stated that he had sent his objection via email to the management office earlier and he continues to object to Special Resolution No.5 being reintroduced in the 5th AGM for the following reasons:-

1) He raised the issue that, the Restricted use of common property (RCP) is equivalent to Limited common property (LCP), which is to be regulated under Section 17 of the Strata Titles Act 1985. This requires serving the proprietor

with a comprehensive resolution with a 30 days invitation period, instead of a special resolution by only serving a 21 days invitation period. He stressed that his inquiry was raised in the 4th EGM held on 31st July 2024 but was not provided a detail explanation.

2) He elaborated that this Special Resolution No.5 was presented in 4th EGM on 31st July 2024 where it failed to achieve 75% threshold. However, the current MC decided to reintroduce by bulldozing the same resolution less than two (2) months from the last 4th EGM despite multiple objections from the owners. He anticipates that this Special Resolution No.5 will continue to be reintroduced by the current MC in a future general meeting if it is defeated in today's 5th AGM.

3) As Q Sentral is a 100% commercial building, it should have referred to the **Menara Rajawali case law** instead of **Aikbee Timbers Sdn Bhd** which the latter comprised of commercial and residential components managed under JMB management. Furthermore, the term of exclusive common property was explicitly stated in the Sales & Purchase Agreement (SPA) for Aikbee case law, yet this term does not appear in Q Sentral's (SPA). Hence, Aikbee's case law is not comparable and applicable to Q Sentral.

4) He further claimed that the current MC intends to create limited common property without following Section 17 Strata Title Act which requires a comprehensive resolution with 100% vote compare to 75% vote as per special resolution. He further added the reason that "they" want to carry out this special resolution is to "halalkan" the multiple rate. He added Q Sentral can opt for multiple rate provided LCP is carried out but "they" want to do it unlawfully and hope the office owners will not turn up to vote in order to achieve 75% threshold. He further insisted that his objection is to be recorded and minuted.

DRS summarised that there are three (3) grounds raised as below:-

1) The differences between RCP and LCP
2) The reason of Special Resolution was defeated and the legality to repropose the defeated motion.
3) With reference to the Aikbee Timber Sdn Bhd case, DRS informed to not comment as this is not the court of law and anyone may interpret differently on the law.

DRS invited LCH to provide legal opinion to the issues highlighted.

LCH again informed SM that he does not consent to be recorded and urged SM to stop video recording him via his personal handphone for the second time. SM refused to cooperate but however only stopped recording after been warned by DRS that SM would be evicted from the meeting should he refuse to stop recording as it infringed LCH's private right.

LCH explained that the RCP is set out by virtue of Section 70 and not Section 17A like what was claimed by NBM. This is an MC and not a JMB. More so, the MC of Q Sentral is not creating a sub-MC but only to provide the exclusivity of area as prepared by the consultants appointed by the Q Sentral MC.

He pointed out to NBM that Section 17A (and not as Section 17) of the Strata Titles Act 1985 and Section 70 are of different provisions, threshold meanings and purposes. In the Aikbee Timbers Sdn Bhd case , the court decided on the basis of exclusive common property. NBM raised two (2) question to LCH whether Aikbee Timbers has a residential component and if the term exclusive common property is stated in the SPA. LCH responded that Aikbee Timbers' decision does not dictate a certain set of components and it applies the basis of exclusive common property. LCH added the term "exclusive common property" was included in the residential component purchaser's Sales & Purchase Agreement (SPA) but not in the commercial and car park components. In summary, the Aikbee Timbers Sdn Bhd clearly provided that a MC is allowed to apply different rates based on the exclusivity of common property assigned to each component.

NBM further added that in Rajawali case, it was held that the different rates are not allowed as there will be a double discount by way of the weightage factor in First schedule's share unit calculation and subsequent introduction of different rates. The Judges in Aikbee Timber case expressly stated that the facts of the Aimbee Timber case are different from the Rajawali case in that in the Aikbee Timber case the weightage factor via First schedule was not relevant since the SiFUS (Certificate of Share Unit Formula) was obtained before the date of delivery of the vacant possession. In Q Sentral, however, the weightage factor was applied and is therefore comparable to Rajawali case rather than Aikbee Timber Sdn Bhd case.

LCH responded that the Menara Rajawali case was made during the JMB period and Aikbee Timber was made during the Management Corporation period.

Ms Melonie Oh (MO)-Corporate Representative for Unit No.21-01 sought clarification on the legality of reintroducing of the motion for Restricted use of common property despite it being defeated in 4th EGM.

DRS replied that the motion for RCP was not carried because it did not fulfil the 75% threshold in the 4th EGM. There is no law prohibiting the reintroduction of the motion in future general meetings, even it was previously defeated. In fact, owners can submit their motion for discussion and for voting in any general meeting, in fact, DRS himself had proposed a private motion and owners may consider that option.

NBM questioned DRS if the special resolution would be tabled again in another two (2) months or in an EGM if it is defeated today. DRS replied he was unable to answer on an unknown event. NBM mentioned "it seems to be like that as you want to halalkan yang tak boleh". NBM further added that multiple rates cannot be applied without LCP. DRS had requested NBM to stop commenting but however NBM refused and raised his voice until DRS informed him to not raise his voice and be polite. DRS reminded NBM not to mention words like "you halalkan" and sought clarification on who he meant.

NBM mentioned he referred to the owners as the matter was brought to the meeting and that the owners are responsible for the voting and he also referred the same to the person who brought in the motion. DRS responded as mentioned earlier that anybody is allowed to propose their motion to be discussed and voted for in future general meeting. NBM added that the fact the same motion was defeated two (2) months ago and most likely it would be defeated today. NBM claimed that “you guys are going to do it again in another two (2) months or in an EGM”. DRS questioned on who he meant by “you guys” and NBM replied that it is the person who brought up this motion currently and will be the same person who is going to bring it up again. DRS again replied by stating that anybody is allowed to propose their motion and it is up to them.

Ho Hon Chiap (HHC)-Laurelcap Property Management (Sel) Sdn Bhd (Consultant) in preparing the restricted plan explained that the basis and methodology of RCP whereby it was part of the original building design and intended usage plan for Q Sentral and the restricted use of certain areas of common property has been implemented since day one.

For example, the electronic card access control was implemented specifically for office and business units. The occupants of these units are required to use an access card to pass through the turnstiles located at Level 12 and 13. Whereas the visitors to the office units, as well as car park and retail units owners, must register at the reception counter on Level 12 and 13 to gain access to these areas.

The proposed Special Resolution No.5 aims to formally confirm and solidify the existing building design concerning the use of common property, with a specific focus on restricted common property.

SM enquired if it is under the Act and HHC replied that it may refer to Section 70 of the SMA 2013.

HHC continued that the multiple rate scheme is not a new proposal for Q Sentral; it had already been implemented when Laurelcap team was engaged to analyse and establish the Charges for different components of Q Sentral, including retail, office, business units, and car parks. The engagement of Laurelcap Property Management further refined the cost allocation to ensure that it is equitable for all proprietors.

As no further enquiries were raised by the owners, DRS announced that Special Resolution No.5 to would be tabled for a vote.

| **This Motion was tabled for a vote** | |
|---|---|
| Proposed By | Seconded By |
| Tan Chee Seng<br>(Proxy for Unit No. 12-08) | Lim Teik Koang<br>(Corporate Representative for Unit No. 23A-16) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| **Polling Results** | 40,831 Share Units | 13,629 Share Units |

The voting results have achieved a 74.97% over total votes been casted which is below 75% approval threshold requirement, hence the motion is not carried.

**SPECIAL RESOLUTION NO. 5 - RESTRICTED USE OF COMMON PROPERTY (AMENDMENT TO ADDITIONAL BY-LAW)**

"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that the additional by-law for the restricted use of the designated parts of the common property of Q Sentral be and is hereby approved for adoption as follows:-

(1) Pursuant to Section 70 of the Strata Management Act, 2013 [Act 757], the use of the following designated parts of the common property where the use of all those parts of the common property including the services, utilities and facilities therein of Q Sentral is hereby restricted to the proprietors herein stated below with effect from the commencement date of the management period of the Management Corporation (hereinafter called the "Restricted Use of the designated parts of common Property")

(a) The use of all those parts of the common property including the services, utilities and facilities therein, which are solely contained within Level 13A to Level 42 as shaded in pink - Offices Exclusive Common Property and shown in the layout plans attached as Appendix B hereto will be restricted to all the parcel owners of the Office Units and Business Units; and

(b) The use of all those parts of the common property including the services, utilities and facilities therein, which are solely contained in the Basement 2, Basement 1 & LG1 as shaded in red - Car Park Exclusive Common Property and shown in the layout plans attached as Appendix B hereto, will be restricted to all the parcel owners of the Car Park Units.

For the avoidance of any doubt, all those parts of the common property that are not restricted to any of the above proprietors will be used in common by all the proprietors (hereinafter called the "Non-Restricted Use of the designated parts of Common Property") as shaded in yellow - Shared Common Property and shown in the layout plans attached as Appendix B hereto.

(2) Non-Restricted Use of the designated parts of Common Property: All parcel proprietors shall bear the costs of the management, maintenance, replacement, refurbishment and upgrading of the designated parts of the common property, including the services, utilities and facilities therein, that are used in common, in proportion to the share units of their respective parcels which will be reflected in their Charges to the Maintenance Account and Sinking Fund contributions to the Sinking Fund Account.

(3) Restricted Use of the designated parts of Common Property: In each of the cases under the items (a) and (b) of the subparagraph (1) herein, the said proprietors hereby receiving the benefit of the restricted use of such designated parts of the common property including the services, utilities and facilities therein shall bear the costs of the management, operation, maintenance, replacement, refurbishment and upgrading of the designated parts of the common property including the services, utilities and facilities therein, which will be reflected in their respective Charges to the

Maintenance Account and in their respective Sinking Fund contributions to the Sinking Fund Account.

(4) In the case of an installation, system or facility in the common property that is designed and installed for such use that is restricted to the proprietors of one or more, but not all, parcels in Q Sentral, the cost of the management, operation, maintenance, replacement, refurbishment and upgrading of such installation, system or facility shall be borne by the proprietors of such parcels.

(5) The operating expenditure budget, which takes into account paragraphs 1, 2, 3 and 4 hereinabove, will be prepared for each financial year in order to determine the fair and equitable rates of Charges and sinking contributions for the respective parcels of the components in the Subject Property.

(6) The aforesaid restricted use of the designated parts of the common property shall confer, in each case, upon the proprietors the right to receive any third-party income derived from the designated parts of the common property that are restricted to them; and such third party income shall be kept in the Maintenance Account/Sinking Fund Account and to be used solely for the management, maintenance, replacement, refurbishment and upgrading of such designated parts of the common property and shall not be used for any other expense or purpose."

Result: **Not Carried.**

LCH expressed his view that notwithstanding that Special Resolution No.5 achieved 74.97% of the total votes casted, the same falls below the 75% threshold. The law is not clear as to how many decimal point is to be taken into account. If one were to ignore the fraction and round a number with 1 decimal place to the nearest whole number, it would have reflected a 75% achieving the required threshold.

LCH says it is better to leave it to the incoming management committee members of term 2024/2025 to decide the best course of action for Q Sentral MC and to seek an opinion if required subject to the declaration of the chairman of proceedings.

DRS expressed his views that may seek guidance from COBKL officer from legal department regarding the decimal point of the results.

6. **Charges and Sinking Fund Rate**
   a. **<u>Ordinary Resolution No. 6(a) – Charges Rate</u>**

The motion was presented and displayed on screen, the same which was attached and sent to all owners with the AGM Pack.

As the explanatory notes and new rate of Charges were provided in the AGM pack, and no further inquiries were raised by the owners, DRS announced that Ordinary Resolution No.6(a) would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| **Proposed By** | **Seconded By** |
| Norfazalinah Binti Mumin (Corporate Representative for Unit No. 35-01) | Tan Chee Seng (Proxy for Unit No. 12-08) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 42,356 Share Units | 12,104 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution No.6(a) in relation to the rate of Charges was carried by majority.

**Ordinary Resolution No. 6(a) – Charges Rate**

"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that pursuant to section 60(3)(b) of the Strata Management Act 2013 [Act 757] in order to ensure that there will be adequate and sufficient fund for the management and maintenance of the common property of Q Sentral and to reflect the actual or expected general or regular expenditure of each component, the rates of Charges are hereby approved with effect from 1st October 2024 as follows:-

**Proposed Multiple Rate Scheme**
(Monthly Charges of RM1,142,457 and Yearly Charges of RM13,709,484, with the shortfall and/or deficit to be covered by the reserve fund.)

| No. | Type of Parcels | New Charges Rate |
|---|---|---|
| (1) | Office Units | RM 8.7000 per share unit per month |
| (2) | Business Units | RM 3.6617 per share unit per month |
| (3) | Retail (Units Level 11-13) | RM 4.8587 per share unit per month |
| (4) | Carpark | RM 4.3831 per share unit per month |

Result: **Carried by majority.**

b. **Ordinary Resolution No. 6(b) – Sinking Fund Rate**

The motion was presented and displayed on screen, the same which was attached and sent to all owners with the AGM Pack.

As the explanatory notes and new Sinking Fund rate were provided in the AGM pack, and no further inquiries were raised by the owners, DRS announced that Ordinary Resolution No.6(b) would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| **Proposed By** | **Seconded By** |
| Norfazalinah Binti Mumin (Corporate Representative for Unit No. 35-01) | Tan Chee Seng (Proxy for Unit No. 12-08) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 42,356 Share Units | 12,104 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution No.6(b) in relation to the Sinking Fund rate was carried by majority.

**Ordinary Resolution No. 6(b) – Charges Rate**

"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") that pursuant to Section 61(3) of the Strata Management Act, 2013 [Act 757], the rate of contribution to Sinking Fund shall be fixed at 10% of the respective Charges with effect from 1st October 2024 to reflect the actual or expected capital expenditure be and is hereby approved as follows:-

| No. | Type of Parcels | New Sinking Fund Rate |
|---|---|---|
| (1) | Office Units | RM 0.8700 per share unit per month |
| (2) | Business Units | RM 0.3662 per share unit per month |
| (3) | Retail (Units Level 11-13) | RM 0.4859 per share unit per month |
| (4) | Carpark | RM 0.4383 per share unit per month |

AND THAT the Charges and Sinking Fund contributions shall be paid in full by the respective proprietors."

Result: **Carried by majority.**

**7. Late Payment Interest**

**Ordinary Resolution No. 7 - Late Payment Interest**

The motion was presented and displayed on screen, the same which was attached and sent to all owners with the AGM Pack.

As no further inquiries were raised by the owners, DRS announced that Ordinary Resolution No.7 would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| **Proposed By** | **Seconded By** |
| Noorzila Binti Mohd Tajuddin<br>(Proxy for Unit No. 17-11) | Muhammad Hakimie bin Abd Latif<br>(Proxy for Unit No. 12-10) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 48,563 Share Units | 5,897 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution No.7 in relation to the Late Payment Interest was carried by majority.

**Ordinary Resolution No. 7 – Late Payment Interest**

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that, if any whatsoever contributions, Charges which were approved in this AGM (as set out in the preceding resolutions relating to Charges and contribution to the Sinking Fund, whatever it may be) or sums due to the Q Sentral Management Corporation from any of the following –

(a) Maintenance Account;
(b) Sinking Fund Account;
(c) Other Charges or sums due to Q Sentral Management Corporation;
and remaining unpaid by a proprietor at the end of each calendar month for the monthly Charges and contribution to the Sinking Fund as approved or after one (1) month from the date of invoice for item (c), as the case may be, the proprietor shall pay interest at the rate of ten percent (10%) per annum, to be calculated on a daily rest basis after the due date until it is fully paid with effect from the date of the commencement of the management period by MC pursuant to sections 58, 59, 60 and 61 of the Strata Management Act, 2013 [Act 757] effective 01st October 2024”

Result: **Carried by majority.**

**8. To confirm Insurance effected by Management Corporation**

**a. Ordinary Resolution No. 8(a) – Fire Insurance**

The motion was presented and displayed on screen, the same which was attached and sent to all owners with the AGM Pack.

DRS requested DS to explain who provided the sum insured value. DS explained that the sum insured value was based on a valuation report provided by the previous insurance company, Allianz Insurance Malaysia. The report was prepared by an independent third party with validity until the year 2024.

NBM inquired whether one of the owners at Q Sentral, The Pacific Insurance Bhd was invited for the tender exercise to offer a more competitive rate for the benefit of the owners.

DS replied that the insurance renewal process was conducted through an open tender with invitations extended to Seven (7) insurance companies including The Pacific Insurance Bhd. However, after a thorough due diligent comparison, Etiqa General Takaful Berhad was selected due to its cheaper premium price. DRS informed DS to answer for record purpose on whether the MC had invited The Pacific Insurance Bhd for open tender with respect to every year's renewal and DS replied yes.

SM inquired if the fire insurance sum insured is insufficient. DRS replied that it is based on the valuation report.

The scrutineer WLP has left and Mr Ng Jun Yik (NJY)12-02 had volunteered to oversee and verify the integrity of voting procedures and vote count processes.

1. Mr Ng Jun Yik (NJY)-Proxy for Unit No.12-02
2. Mr Tan Chee Seng (TCS)-Proxy from Unit No.12-08

As no further inquiries were raised by the owners, DRS announced that Ordinary Resolution No.8(a) would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| **Proposed By** | **Seconded By** |
| Rabinder Singh a/l Inderjit Singh<br>(Unit No. 15-07) | Wan Ade Razman bin Che Wan Bakar<br>(Corporate Representative for Unit No. PKL 1) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 48,096 Share Units | 5,897 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution 8(a) in relation to the Fire Insurance was carried by majority.

**Ordinary Resolution No. 8(a) – Fire Insurance**

"THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") to confirm and ratify the insurance effected by the Management Committee (confined to damage policy only set out below

| No. | Class | Sum Insured (RM) | Inception | Expiry | Premium (RM) |
|---|---|---|---|---|---|
| 1. | Fire (Building) | 844,752,864 | 15-06-2024 | 14-06-2025 | 223,615 |

| |
|---|
| Result: **Carried by majority.** |

b. **Ordinary Resolution No. 8(b) – Other Insurances**

The motion was presented and displayed on screen, the same which was attached and sent to all owners with the AGM Pack.

Discussion as stated at 8(a) above.

As no further inquiries were raised by the owners, DRS announced that Ordinary Resolution No.8(b) would be tabled for a vote.

| **This Motion was tabled for a vote** | |
|---|---|
| **Proposed By** | **Seconded By** |
| Tan Chee Seng<br>(Proxy for Unit No. 12-08) | Mr. Richard Anthony @ Anthonysamy<br>(Corporate Representative for Unit No. 22-12) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 48,333 Share Units | 5,897 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution No.8(b) in relation to the Other Insurances was carried by majority.

**Ordinary Resolution No. 8(b) – Other Insurances**

THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC") to confirm and ratify the insurances effected (for other risks by the Management Committee pursuant to Section 98 of the SMA 2013 until their common expiry date

| ***No.*** | ***Class*** | ***Sum Insured (RM)*** | ***Inception*** | ***Expiry*** | ***Premium (RM)*** |
|---|---|---|---|---|---|
| *1.* | *All Risks* | *500,000* | *15-06-2024* | *14-06-2025* | *Total of RM 21,358* |
| *2.* | *Burglary* | *250,000* | | | |
| *3.* | *Money in Transit* | *50,000* | | | |
| *4.* | *Money in Premises* | *50,000* | | | |
| *5.* | *Fire Consequential Loss* | *340,000* | | | |
| *6.* | *Public Liability* | *10,000,000* | | | |

| | | | | | |
|---|---|---|---|---|---|
| | *(Any One Period of Insurance)* | | | | |
| *7.* | *Error and Omission* | *10,000,000* | | | |
| *8.* | *Fidelity Guarantee* | *500,000* | | | |
| *9.* | *Plate Glass* | *500,000* | | | |
| *10.* | *Machinery Breakdown* | *6,500,000* | *15-06-2024* | *14-06-2025* | |
| *11.* | *Personal Accident* | *100,000 per pax* | | | |
| *12.* | *Employer's Liability* | *1,000,000* | | | |

AND THAT the Management Committee shall be authorized to take all necessary actions to ensure that there are adequate insurances to cover all relevant risks and perils pursuant to Part VIII of the SMA 2013
AND FURTHER THAT the Management Committee shall be authorized to review and renew the Insurance policies every year with any suitable insurance company save and except for any other new class of insurance policy which must be approved by special resolution at a general meeting of the Management Corporation."

NOTE: Section 98 of the SMA 2013 requires the Management Corporation to pass a special resolution for the purchases of insurance policies save fire insurance policy.

Result: **Carried by majority.**

**9. Private Motion 1: To Apply 15.9% Increase in Charges, Equally To All Unit Parcels Based On The Current Charges Rate.**

The motion was presented and displayed on screen, the same which was sent to all owners.

DRS stated his rationale behind this motion is simple, we have a budget and the collection does not meet the budget. He added all owners are aware that the Charges needed to be increased; therefore, he suggested that the increase amount be shared equally among all components.

Mr Poo Choon Kit (PCK)-Proxy for Unit No.16-10 sough clarification on whether the 15.9% increase was a proportional increment. DRS replied that the 15.9% is applied equally for all four (4) components based on the current Charges and Sinking Fund rate.

As no further inquiries were raised by the owners, DRS announced that Private Motion No.1 would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| Proposed By | Seconded By |
| Rabinder Singh a/l Inderjit Singh<br>(Unit No. 15-07) | Tan Chee Seng<br>(Proxy for Unit No. 12-08) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| **Polling Results** | 46,543 Share Units | 7,466 Share Units |

The voting results were announced and DRS declared that Private Motion No.1 to apply 15.9% increase in Charges, equally to all unit parcels based on the current Charges Rate was carried by majority.

**Private Motion No. 1: To Apply 15.9% Increase in Charges, Equally to All Unit Parcels Based on The Current Charges Rate.**

*"**THAT pursuant to Paragraph 12(1), 12(4)(a), 12(4)(b) and 13, Second Schedule of the Strata Management Act 2013, IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC")** that pursuant to section 60(3)(b) of the Strata Management Act 2013 [Act 757] in order to ensure that there will be adequate and sufficient fund for the management and maintenance of the common property of Q Sentral and to reflect the actual or expected general or regular expenditure of each component, the rates of Charges are hereby approved with effect from **1st October 2024** as follows:-*

**Proposed Multiple Rate Scheme**

(Monthly Charges of RM1,142,457 and Yearly Charges of RM13,709,484, with the shortfall and/or deficit to be covered by surplus in the reserve fund.)

| No. | Type of Parcels | Proposed New Charges Rate (Private Motion No.1) |
|---|---|---|
| (1) | Office Units | RM 8.0666 per share unit per month |
| (2) | Business Units | RM 3.3611 per share unit per month |
| (3) | Retail (Units Level 11-13) | RM 3.8595 per share unit per month |
| (4) | Carpark | RM 6.4093 per share unit per month |

Result: **Carried by majority**.

**Private Motion No. 2: To Apply 15.9% Increase in Sinking Fund, Equally to All Unit Parcels Based on The Sinking Fund Rate.**

The motion was presented and displayed on screen, the same which was sent to all owners.

As no further inquiries were raised by the owners, DRS announced that Private Motion No.2 would be tabled for a vote.

| This Motion was tabled for a vote | |
|---|---|
| Proposed By | Seconded By |
| Rabinder Singh a/l Inderjit Singh (Unit No. 15-07) | Tan Chee Seng (Proxy for Unit No. 12-08) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| **Polling Results** | 46,306 Share Units | 7,466 Share Units |

The voting results were announced and DRS declared that Private Motion No.2 to apply 15.9% increase in Sinking Fund, equally to all unit parcels based on the current Sinking Fund Rate was carried by majority.

**Private Motion No. 2: To Apply the rate of 10% of Charges (15.9% Increase) In Sinking Fund, Equally To All Unit Parcels Based On The Sinking Fund Rate.**

*"**THAT pursuant to Paragraph 12(1), 12(4)(a), 12(4)(b) and 13, Second Schedule of the Strata Management Act 2013, IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION ("MC")** that pursuant to Section 61(3) of the Strata Management Act, 2013 [Act 757], the rate of contribution to Sinking Fund shall be fixed at 10% of the respective Charges with effect from **1st October 2024** to reflect the actual or expected capital expenditure be and is hereby approved as follows:-*

| No. | Type of Parcels | Proposed New Sinking Fund Rate (Private Motion No.2) |
|---|---|---|
| (1) | Office Units | RM 0.8067 per share unit per month |
| (2) | Business Units | RM 0.3361 per share unit per month |
| (3) | Retail (Units Level 11-13) | RM 0.3860 per share unit per month |
| (4) | Carpark | RM 0.6409 per share unit per month |

***AND THAT** the Charges and Sinking Fund contributions shall be paid in full by the respective proprietors."*

Result: **Carried by majority**.

10. **To determine the number of Members of Management Committee and to elect the Management Committee**

a. **<u>Ordinary Resolution No. 9(a)– Determination of Numbers</u>**

DRS thanked all proprietors on behalf of the committee members who had served the MC for the past term and announced that their term ends today and will let the property management representative, LYL to facilitate the election of the committee for the 2024/2025 term.

LYL in facilitating the resolution to determine the numbers and election of the management committee, announced that the composition of the committee members as per SMA 2013 shall not be less than three and not more than fourteen persons. It is opened to the floor to propose and second the preferred composition of committee members.

DRS proposed a composition of 5 members.

As there was no further proposal from the floor, Chua Huey Ying (Corporate Representative for Unit No. PKL 2) and Norfazalinah Binti Mumin (Corporate Representative for Unit No. 35-01) proposed and seconded respectively to close the proposal for other numbers of committee members.

LYL then tabled Ordinary Resolution No.9(a) for a vote.

| **This Motion was tabled for a vote** | |
|---|---|
| **Proposed By** | **Seconded By** |
| Rabinder Singh a/l Inderjit Singh<br>(Unit No. 15-07) | Noorzila Binti Mohd Tajuddin<br>(Proxy for Unit No. 17-11) |

Voting Results as follows:

| Options | FOR | AGAINST |
|---|---|---|
| Polling Results | 46,787 Share Units | 5,890 Share Units |

The voting results were announced and DRS declared that Ordinary Resolution 9(a) with the number of members of Management Committee at five (5) members was carried by majority.

**<u>Ordinary Resolution 9(a) – Determination of Numbers</u>**

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) the number of Committee members shall be 5 for the term 2024/2025 pursuant to paragraph 2(1) in the Second Schedule of the SMA 2013.”

Result: **Carried by majority.**

b. **Ordinary Resolution No. 9 (b)– Election of Committee members**

LYL further announced that the election of committee members is opened to the floor to propose any nominees which are listed as below:-.

| Unit No. | Nominee | Proposed by | Seconded by |
|---|---|---|---|
| PKL-01 | Wan Ade Razman Bin Che Wan Bakar | Richard A/L Anthony @ Anthonysamy (Unit no. 22-12) | Shahril bin Hussain (Corporate Representative for Unit No.PKL-3) |
| PKL-2 | Chua Huey Ying | Richard A/L Anthony @ Anthonysamy (Unit no. 22-12) | Shahril bin Hussain (Corporate Representative for Unit No.PKL-3) |
| 11-03 | Seah Hsin Yeow | Khoon Shih Hsien (Unit no. 11-02) | Wong Hong Yeong & Ng Mei Yee (Unit no. 12-06) |
| 23A-15 | Lim Teik Koang | Lim Teik Koang (Unit no. 23A-15) | Richard A/L Anthony @ Anthonysamy (Unit no. 22-12) |
| 15-07 | Dato' Rabinder Singh a/l Inderjit Singh | Richard A/L Anthony @ Anthonysamy (Unit no. 22-12) | Poo Choon Hoh (Unit no. 23A-08) |

Since there were no further nominations, RA proposed to close the nomination and seconded by TCS.

In view of the preceding resolution in determining the composition of management committee members as five (5) persons and since there is no further nomination apart from the 5 candidates above, DRS declared those abovenamed as the management committee member of the term 2024 / 2025.

11. **Other Matters**

Mr Yew Ah Bean (YAB)-Owner of Unit 20-13A requested to express his observation and DRS agreed. YAB mentioned that a lot of time was spent discussing the proportion of the Charges and it seemed like car park operator versus property owners, YAB wondered why the car park operator in substance is not greater in the number of votes compared to property owners, on which the motion continue to dominate in an AGM & EGM. He claimed a lot of resources were used for this matter and a lot of the same were from the property owners. He wished to not deny that the carpark operator is right to claim their entitlement but the matter should not be raised and managed by the Management Corporation. He further questioned why the voting was carried out by poll and also on the engagement of many specialists, professional and legal for this matter. He shared that his only concern was the building is upkeep well and should there be a need to spend money for the upkeep, it is beneficial for the owners. He further stated that the meeting was carried out for five (5) hours which could be resolved in half an hour, where mostly the time spent was due to different interests. He concluded that the concerned property owner should raise the matter and not the Management Corporation. He wished his opinion to be recorded in the minutes.

DRS invited AP Sergeant Abdul Rahman Bin Aben (SAR) to explain the safety and security concerns in Q Sentral. SAR introduced himself as the Auxiliary Police Sergeant for almost seven (7) years in Q Sentral. He mentioned that the access cards are to not be shared among occupants. He also mentioned to call the hotline in the control room should there be any complaints or emergencies. He stated the security team only received information after an incident happened in the past. He added that no criminal cases happened in Q Sentral thus far however few operations were carried out together with Polis Diraja Malaysia (PDRM) due to some scam business operations lately.

En. Muhammad Zainurin bin Jumaat (MZBJ)-Corporate Rep-Malaysian Rubber Council for Unit No.36-01 had raised that the high number of maintenance activities were carried out lately that caused power supply interruptions and questioned if it is necessary to have such frequent maintenance activities. He understood that notice was given but however, requested a half-yearly planning schedule because the same had caused inconveniences to their business operation as servers have to be shut down on weekends. He further questioned if there is budget allocation for façade maintenance as the façade works in their unit had been carried out but it is not completed. Rafeq explained that the power interruptions are due to power supply shutdowns in May and September 2024 for electrical calibration works and HT & LV servicing works respectively. Both the maintenance activities are the requirement of the Suruhanjaya Tenaga (ST) to be carried out every two (2) years. On the façade matter, the rectification work was discontinued temporarily since July 2024 due to the breakdown of the gondola. He added that the management is considering other access method including the rope access method while waiting for the gondola to be repaired. MZBJ requested for an early notice to be provided for the next power shutdowns in the year 2026 possibly the beginning of the year.

## 12.0 Adjournment of the 5th A.G.M

DRS thanked the floor for their patience in waiting for the results and proposed to close the meeting.

| Proposed By | Seconded By |
|---|---|
| Mr. Richard Anthony @ Anthonysamy (Corporate Representative for Unit No. 22-12) | Chua Huey Ying (Corporate Representative for Unit No. PKL 2) |

Without any further issues, the meeting was adjourned at 2:15 p.m. with DRS thanking everyone for their attendance and participation.

Prepared by:

Date: 22-10-24
Richard Au Kean Hau
Senior Finance and Admin Manager
Proplead Sdn Bhd

Approved by:

Date: 23 OCT 2024
Dato' Rabinder Singh a/l Inderjit Singh
Presiding Chairman
Perbadanan Pengurusan Q Sentral

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**Perbadanan Pengurusan Q Sentral**
**5th Annual General Meeting of Perbadanan Pengurusan Q Sentral**
**Thursday, 26th September 2024, 10.30am**

**Attendance List for Proprietors and Proxies**

**Eligible Voters**

| No. | Unit No. | Name |
|---|---|---|
| 1. | 15-06 | Dato Rabinder Singh (Owner) |
| 2. | 15-07 | Dato Rabinder Singh (Owner) |
| 3. | 15-08 | Dato Rabinder Singh (Owner) |
| 4. | 12-06 | Wong Hong Yeong (Proxy) |
| 5. | 22-12 | Richard A/L Anthony@Anthonysamy (Corporate Representative - Urban Hybrid Sdn Bhd) |
| 6. | PKL-1 | Wan Ade Razman Bin Che Wan Bakar (Corporate Representative - Semasa Parking Sdn Bhd) |
| 7. | PKL-2 | Chua Huey Ying (Corporate Representative - Semasa Parking Sdn Bhd) |
| 8. | PKL-3 | Shahril bin Hussain (Corporate Representative - Semasa Parking Sdn Bhd) |
| 9. | 11-02 | Khoon Shih Hsien (Corporate Representative - BFG Consulting Sdn Bhd) |
| 10. | 16-10 | Poo Choon Kit (Corporate Representative-Maestro Portfolio Sdn Bhd) |
| 11. | 21-01 | Melanie Oh Yeok Mei (Corporate Representative-Ideal Force Sdn Bhd) |
| 12. | 21-02 | Melanie Oh Yeok Mei (Corporate Representative-Ideal Force Sdn Bhd) |
| 13. | 23A-05 | Wong Soo Mei (Corporate Representative-Powerful Idea Sdn Bhd) |
| 14. | 23A-07 | Poo Choon Hoh (Corporate Representative-Segar Upaya (M) Sdn Bhd) |
| 15. | 23A-08 | Poo Choon Hoh (Corporate Representative-Segar Upaya (M) Sdn Bhd) |
| 16. | 23A-09 | Poo Choon Hoh (Corporate Representative-Segar Upaya (M) Sdn Bhd) |

| | | |
|---|---|---|
| 17. | 23A-15 | Lim Teik Koang (Corporate Representative-Cipta Sumbang Sdn Bhd) |
| 18. | 23A-16 | Lim Teik Koang (Corporate Representative-Cipta Sumbang Sdn Bhd) |
| 19. | 25-03 | Valerie Oh Yeok Cheng (Corporate Representative-Melval Holdings Sdn Bhd) |
| 20. | 25-03A | Kong Kwai Ching (Corporate Representative-Sleuths Holdings Sdn Bhd) |
| 21. | 27-02 | Sarah Syakira binti Mohd Sannusi (Corporate Representative-SCS Global Consulting (M) Sdn Bhd) |
| 22. | 27-07 | Tracy A/P Naranjan Singh (Corporate Representative-SCS Global Consulting PLT) |
| 23. | 33-10 | Norlan bin Mohamed Tahir (Corporate Representative-Nubes Novem Sdn Bhd) |
| 24. | 33A-02 | Lee Lan Gin (Corporate Representative-Golfone Sdn Bhd) |
| 25. | 35-01 | Norfazalinah binti Mumin (Corporate Representative-Gapurna Sdn Bhd) |
| 26. | 36-01 | Muhammad Zainurin bin Jumaat (Corporate Representative-Malaysian Rubber Council) |
| 27. | 36-02 | Muhammad Zainurin bin Jumaat (Corporate Representative-Malaysian Rubber Council) |
| 28. | 37-01 | Ho Cher Yan (Corporate Representative-Cosmetiques De France Sdn Bhd) |
| 29. | 41-11 | Ng Sem Ferng (Corporate Representative-Desamal Capital Sdn Bhd) |
| 30. | 41-12 | Ng Sem Ferng (Corporate Representative-Desamal Capital Sdn Bhd) |
| 31. | 11-03 | Kah Sook Yoong (Proxy) |
| 32. | 12-02 | Ng Jun Yik (Proxy) |
| 33. | 12-08 | Tan Chee Seng (Proxy) |
| 34. | 12-10 | Muhammad Hakime bin Abd Latif (Proxy) |
| 35. | 17-11 | Noorzila binti Mohd Tajuddin (Proxy) |
| 36. | 21-08 | Gan Bee Li (Proxy) |

| | | |
|---|---|---|
| 37. | 23-10 | Darmalingam A/L Arumugam (Proxy) |
| 38. | 23A-06 | Poo Chooi Guan (Proxy) |
| 39. | 26-06 | Lau Lee See (Proxy) |
| 40. | 27-01 | Sarah Syakira binti Mohd Sannusi (Proxy) |
| 41. | 30-10 | Leong Chee Pun (Proxy) |
| 42. | 30-11 | Leong Chee Pun (Proxy) |
| 43. | 31-15 | Anita Pheh Yen Swan (Proxy) |
| 44. | 41-07 | S. Mohan a/l T. Sivasundram (Proxy) |
| 45. | 20-13A | Yew Ah Bean & Lee Kwee Cheng (Owner) |
| 46. | 22-01 | Wong Lu Peen (Owner) |

**Observers**

| No. | Unit No. | Name |
|---|---|---|
| 1. | 30-13<br>& 30-13A | Foong Choong Hong (Asean Asset Ventures Sdn Bhd) |
| 2. | 22-03 | Wong Lu Peen (Savvy Track Sdn Bhd) |
| 3. | 15-09 | Lau Lee See (JBRO Sdn Bhd) |