



## Center Condominium Juristic Person

3 Moo 10 South Pattaya Road, Nongprue, Banglamung, Chonburi 20150

Tel. 038-411151-2, 038-422255-60 Fax : 038-411785

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### Minutes of the Annual General Meeting 2023 Center Condominium Juristic Person On Sunday 2<sup>nd</sup> July, 2023 at 10.00 a.m. At the Lobby of the Condominium

3 Moo 10 South Pattaya Road, Nongprue, Banglamung, Chonburi 20150

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#### Attending Committee Member :-

1. Mr. Tawan	Chatsomsagna	Committee & Chair Person
2. Ms. Malee	Benjaphong	Committee & Juristic Manager
3. Mrs. Jarawan	Potitatkun	Committee
4. Ms. Darin	Prangjan	Committee
5. Mr. Paul	Nicholas Keohane	Committee
6. Mr. Sigurdur	Palsson	Committee
7. Ms. Rojanart	Peungsnith	Building Manager
8. Mrs. Jirarat	Thesrak	Minutes Taker

There were **58,023** votes of co-owners and proxy from **184,375** Votes, equal to **31.47%** of all co-owners, attending the meeting, constituted the quorum according to Condominium Acts. Article 43, Mr. Tawan Chatsomsanga was the Chairman of the meeting. The meeting started at 10.30 a.m.

#### Agenda 1 Appoint the minute taker and Start the meeting

After the registration of co-owners and proxy, Khun Tawan, the Chairman, welcomed all participants and reported to the meeting that **there are 58,023 votes of co-owners and proxy from 184,375 votes, equal to 31.47% of all co-owners, attending the meeting, constituted the quorum according to Condominium Acts. Article 43.** The Chairman advised the meeting that **Khun Jirarat Thesrak will be the minutes taker** of the Annual General Meeting 2023 and **Mr. Paul Nicholas Keohane** shall report to the meeting on behalf of the Committee.

**The meeting acknowledged the report from the Chairman.**



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### **Agenda 2. 2019-2022 Operation Report from the Committee**

The Chairman, **Mr. Thawan Chatsomsanga**, requested **Mr. Paul Nicholas Keohane** to report the overall operation 2019-2022 to the meeting.

First of all, **Mr. Paul Nicholas Keohane**, the Committee member, welcomed all the meeting members and said that this was the first meeting in a couple of years ( 2019-2022 ) because of Covid 19. He was happy to report that we had no major problems or expenses in that time. Our income dropped because people were not here to pay but went back to normal when they returned.

We don't have a management company, we have an owners community here and people generally bring their concerns direct to committee members. So not having an AGM for 4 years didn't really make much difference to how owners interact in the running of the building.

This year 2023, we were able to set the AGM as usual. Every one should have a copy of the operation report 2019-2022 and could see that the management and the committee members were still keep maintenance the building with some improvements and repairs, such report was attached to this minute of the meeting.

Some of the owners inquired about the elevator that should be working during no electricity in case of emergency. Khun Paul reported that it would take a huge amount of money to do so but will be under consideration of the Committee.

Some inquired about the pressure of the water on the higher floor, Khun Paul said it was because of the old pipe that needed to be changed and maintenance with a lot of money, so it is under the consideration of the Committee.

Some inquired about the road on the entrance of the condominium that should be fixed smoothly. Khun Paul said he didn't notice but will be under consideration of the Committee.

**The meeting acknowledged the report from Khun Paul Keohane .**

### **Agenda 3 Considering approving the minutes of the AGM 2019**

**Mr. Paul Nicholas Keohane** reported to the meeting that everyone already had a copy of the minutes of the AGM 2019 so he requested the meeting to consider adopting such minutes of the meeting in case the meeting had no question and agreed to such minutes.

**After considering, the majority of the meeting resolved to approve the Minutes of the AGM 2019 with 57,280.50 Votes which was 98.72 % of all the attending meeting. The agenda was passed in accordance to the Condominium Acts, Section 44.**



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### **Agenda 4. Considering approving the Balance Sheet 2019-2022**

**Mr. Paul Nicholas Keohane** said that all attending meeting had already received the copy of the Balance Sheet 2019-2022 which were attached in the meeting document which was certified by the certified auditor, **Ms. Pattarin Promprasert (License No. 8602)**, from 2019 – 2022 . So he asked the meeting if there was any question, they could ask.

**The summary of the income and expenses of 2019 - 2022 are as follows :-**

#### **Income and Expenses Statement**

	<b>2019/Baht</b>
Income	12,301,532.51
Expenses	<b>12,653,396.32</b>
Income more(less) than Expenses	<b>(351,863.81)</b>
Revenue higher (lower) than expenses brought forward	1,960,592.86
<b>Balance</b> Revenue higher (lower) than expenses carried forward	<b>1,608,729.05</b>

#### **Statement of Financial Position**

	<b>2019/Baht</b>
Total Current Assets	10,080,720.40
Total Fixes Assets	1,118,978.79
<b>Total Assets</b>	<b>11,199,699.19</b>
Total Current Liabilities	1,957,435.44
Capital Funds Condominium units Co-owners' Equity	7,633,534.70
Revenue Higher (Lower) than Accumulated Exp.	1,608,729.05
<b>Total Liabilities and Co-Owners' Equity</b>	<b>11,199,699.19</b>



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### Income and Expenses Statement

	2020/Baht
Income	11,081,095.79
Expenses	9,589,235.38
Income more(less) than Expenses	1,491,860.41
Revenue higher (lower) than expenses brought forward	1,608,729.05
Adjustment	667,635.53
<b>Balance Revenue higher (lower) than expenses carried forward</b>	<b>3,768,224.99</b>

### Statement of Financial Position

	2020/Baht
Total Current Assets	11,864,614.18
Total Fixes Assets	991,957.74
<b>Total Assets</b>	<b>12,856,571.92</b>
Total Current Liabilities	1,454,812.23
Capital Funds Condominium units Co-owners' Equity	7,633,534.70
Revenue Higher (Lower) than Accumulated Exp.	3,768,224.99
<b>Total Liabilities and Co-Owners' Equity</b>	<b>12,856,571.92</b>



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### Income and Expenses Statement

	2021/Baht
Income	9,818,987.83
Expenses	8,855,151.41
Income more(less) than Expenses	963,836.42
Revenue higher (lower) than expenses brought forward	3,768,224.99
Adjustment	(311,906.00)
<b>Balance Revenue higher (lower) than expenses carried forward</b>	<b>4,420,155.41</b>

### Statement of Financial Position

	2021/Baht
Total Current Assets	12,520,429.97
Total Fixes Assets	818,569.81
<b>Total Assets</b>	<b>13,338,999.78</b>
Total Current Liabilities	1,285,309.67
Capital Funds Condominium units Co-owners' Equity	7,633,534.70
Revenue Higher (Lower) than Accumulated Exp.	4,420,155.41
<b>Total Liabilities and Co-Owners' Equity</b>	<b>13,338,999.78</b>



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### Income and Expenses Statement

	2022/Baht
Income	10,869,512.12
Expenses	9,254,890.22
Income more(less) than Expenses	1,614,621.90
Revenue higher (lower) than expenses brought forward	4,420,155.41
Adjustment	(44,210.00)
<b>Balance Revenue higher (lower) than expenses carried forward</b>	<b>5,990,567.31</b>

### Statement of Financial Position

	2022/Baht
Total Current Assets	14,506,075.72
Total Fixes Assets	726,167.96
<b>Total Assets</b>	<b>15,232,243.68</b>
Total Current Liabilities	1,608,141.67
Capital Funds Condominium units Co-owners' Equity	7,633,534.70
Revenue Higher (Lower) than Accumulated Exp.	5,990,567.31
<b>Total Liabilities and Co-Owners' Equity</b>	<b>15,232,243.68</b>

After considering, the majority of the meeting resolved to approve the Balance Sheet 2019-2020-2021-2022 with **57,280.50 Votes** which was **98.72 %** of all the attending meeting. The agenda was passed in accordance to the Condominium Acts, Section 44.

### Agenda 5. Electing of the Condominium Juristic Manager

**Mr. Paul Nicholas Keohane**, the committee member of the condo reported to the meeting that this year we were going to elect the Juristic Manager once more because the previous manager, Ms. Malee Benjapong's term was ended. Today there was no other candidate except Ms. Malee Benjapong **to apply for our Juristic Manager. Mr. Paul** further informed the meeting that Khun Malee had been the juristic manager for a few years, she took care all legal acts, such as signing contractor contract, which was the most important to our building. He, therefore, requested the meeting to consider.

After considering, the majority meeting resolved to elect **Ms. Malee Benjapong to be the Juristic manager** with **54,110 Votes** which was **29.35 %** of all co-owners. The agenda was passed in accordance to the Condominium Acts, Section 49.



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### Agenda 6. Electing Committee Members

**Mr. Paul Nicholas Keohane**, the committee member of the condo reported to the meeting that all 9 Committee members' term was ended, we had to elect new ones. Before this meeting, the committee had propose to all co-owners to apply for committee member and there were 10 nominees as follows :-

Name	Owner of unit number
1. Mr. Tawan	Chatsomsgna 3/22
2. Ms. Malee	Benjaphong 3/246
3. Mrs. Jaruwan	Potitatkun 3/362
4. Ms. Darin	Prangjan 3/292
5. Mr. Paul	Nicholas Keohane 3/476
6. Mr. Glen	Alan Dickenson 3/030
7. Mr. Thomas	Foss 3/038
8. Mr. Sigurdur	Palsson 3/447
9. Mr. Steven	Ralf Malarski 3/149

After considering, **the meeting resolved to elect** 9 committee members as follows to be committee member, they were elected according to the Condominium Acts, Section 44 :-

Name		Votes Received	% of attending meeting
1. Mr. Tawan	Chatsomsgna	56,617.50	97.58%
2. Ms. Malee	Benjaphong	57,280.50	98.72%
3. Mrs. Jaruwan	Potitatkun	57,280.50	98.72%
4. Ms. Darin	Prangjan	55,077	94.92%
5. Mr. Paul	Nicholas Keohane	57,280.50	98.72%
6. Mr. Glen	Alan Dickenson	56,617.50	97.58%
7. Mr. Thomas	Foss	56,617.50	97.58%
8. Mr. Sigurdur	Palsson	56,617.50	97.58%
9. Mr. Steven	Ralf Malaski	57,280.50	98.72%



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### **Agenda 7. Consider Appointing auditor 2020 -2023 and fee**

The Chairman asked Khun Paul to propose the auditors and fee for 2020 - 2023 to consider. Khun Paul suggested that for the year 2020 – 2023 he would propose 3 auditors and fee for the meeting to consider but we needed only 1 person and fee as follows :-

#### **“ Approving Auditor & fee 2020 - 2023”**

	AUDITOR NAME/License No.	Fee	Vote
<b>1</b>	<b>Ms. Pattarin Promprasert (8602)</b>	<b>12,000</b>	<b>( ) YES</b>
<b>2</b>	<b>Ms.Nutvadi Khanom ( 5595 )</b>	<b>30,000.-</b>	
<b>3</b>	<b>Ms.Panthipa Chawalitwachara (7738 )</b>	<b>30,000.-</b>	

After considering, the majority meeting resolved to approve Ms. Pattarin Promprasert license number 8602 with the fee of 12,000.-Baht yearly to be the auditor of 2020 -2021 -2022 & 2023 ( for 4 years ) with 57,280.50 Votes which was 98.72 % of all the attending meeting. The agenda was passed in accordance to the Condominium Acts, Section 44.

### **Agenda 8. Report Financial and debtor situation**

Khun Paul reported the Financial and debtor Situation to the meeting as follows

:-

( Accrued Accounts Receivable Balance 1999 – 2018 = 2,133,454.- Baht )

Accrued Accounts Receivable Balance 1999 – 2022 = 3,938,736.- Baht

Accrued Accounts Receivable Balance 1/1 – 30/6/2023 = 3,432,786.- Baht

Capital Fund Balance Account 31/12/2022 = 4,561,653.63 Baht

Utilities Balance Account as of 31/12/2022 = 1,193,543.24 Baht

Co-Owners Fund Deposit as of 31/12/2022 = 945,557.03 Baht

Accrued Accounts Receivable Balance 1999-2018 = 2,133,454.- Baht were from the units that the owners had never been visited and some was deceased. Such account appeared for a long time and the Juristic Office had already withdrawn their water meters.

**The meeting acknowledged the report from Khun Paul Keohane .**





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### **Agenda 9. Approving 2020 – 2023 Revenue and Expenses Budget to approve.**

Mr. Paul Nicholas Koehane, the committee member, presented 2020 - 2023 Budgets to the meeting according to the document that all co-owners had already received them. In summary the revenue and expenses of 2020 – 2023 are as follows :-

1. 2020		
<b>Revenue</b>	<b>12,075,000.-</b>	<b>Baht</b>
<b>Expenses</b>	<b>10,175,000.-</b>	<b>Baht</b>
<b>Unexpected Expenses</b>	<b>1,900,000.-</b>	
<hr/>		
2. 2021		
<b>Revenue</b>	<b>11,080,000.-</b>	<b>Baht</b>
<b>Expenses</b>	<b>10,380,000.-</b>	<b>Baht</b>
<b>Unexpected Expenses</b>	<b>700,000.-</b>	
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3. 2022		
<b>Revenue</b>	<b>11,080,000.-</b>	<b>Baht</b>
<b>Expenses</b>	<b>10,380,000.-</b>	<b>Baht</b>
<b>Unexpected Expenses</b>	<b>700,000.-</b>	
<hr/>		
4. 2023		
<b>Revenue</b>	<b>10,476,000.-</b>	<b>Baht</b>
<b>Expenses</b>	<b>9,976,000.-</b>	<b>Baht</b>
<b>Unexpected Expenses</b>	<b>500,000.-</b>	
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After considering, the majority of the meeting resolved to **approve 2020 – 2021 – 2022 & 2023 Revenue and Expenses Budgets** with **57,280.50 Votes**, represented **98.72%** of all the attending meeting. **The agenda was passed in accordance to the Condominium Acts, Section 44.**



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### Agenda 10. Any other matters (if any )

Khun Paul reported to the meeting that we had completed our agenda for the AGM 2023 if there was any suggestion or question from the meeting, we could do now.

Khun Paul advised the owners that 3 major expenses would come in the future.

1. Repair of the water tank pipes. 2. Repair to the lift controller. 3. Sealing all the water cupboards as a new legal requirement which was the most urgent job. We have money to cover these if the total cost is about 2 million. He also suggested the 4.5 million sinking fund was too small and we should aim to increase to 7 million within a few years.

In a general discussion, owners made several suggestions which the Committee will follow up :-

1. Update the parking stickers and entry card and maybe all the entrance key fobs.
2. Add more covered motor parking area.
3. In 2 years time, place a notice in the lift advising of committee election in addition to the normal invitation letter.
4. Request clarification of the Auditor's opening paragraphs.

The co-owners thanked you the Manager and the Committee members for their efforts in taking care of the whole building and all staff members of Center Condotel, specially thanks to Khun Tawan who was the consultant of the building structure, Khun Paul, Khun Malee and Khun Jaruan ( Madame Ju).

### **The meeting acknowledged all report from the Committee.**

There was no other matters to consider, the chairman, Mr. Thawan thanks all participants and the meeting adjourned at 11.50 a.m.

Signed \_\_\_\_\_ Chairman Signed \_\_\_\_\_ Minutes taker  
( **Mr. Tawan Chatsomsagna** ) ( **Mrs. Jirarat Thesrak** )

### **Certified True Copy**

Signed \_\_\_\_\_ Committee  
( **Mr. Tawan Chatsomsagna** )

Signed \_\_\_\_\_ Committee Signed \_\_\_\_\_ Committee  
( **Ms. Malee Benjaphong** ) ( **Mrs. Jaruan Potitakun** )

Signed \_\_\_\_\_ Committee Signed \_\_\_\_\_ Committee  
( **Mr. Paul Nicholas Koehane** ) ( **Ms. Darin Prangjan** )



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**THE CONDOMINIUM JURISTIC MANAGER  
NAME & SIGNATURE**

**Ms. Malee Benjaphong**

Signature \_\_\_\_\_



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### **THE CONDOMINIUM BOARD OF THE COMMITTEE NAMES & SIGNATURES**

**NAME**

**SIGNATURE**

**1.Mr. Tawan Chatsomsagna**

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**2. Ms. Malee Benjaphong**

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**3.Mrs. Jaruwan Potitatkun**

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**4.Ms. Darin Prangjan**

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**5. Mr. Paul Nicholas Koehane**

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**6. Mr. Glen Alan Dickenson**

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**7. Mr. Thomas Foss**

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**8.Mr. Sigurdur Palsson**

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**9. Mr. Steven Ralf Marlaski**

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