

**MINUTES OF A MEETING OF DIRECTORS OF
HKM SUPER PTY LTD**
ACN 162 402 477

HELD AT 6 SAMUEL WAY PEMULWUY NSW 2145

ON THE 18 November, 2022 AT 3.30 pm

PRESENT: MR H MANTRI (Chairperson) and MRS K MANTRI

IN ATTENDANCE:

TRUST: It was noted that this meeting had been convened by the company acting in its capacity as Trustee of HKM Superannuation Fund

SMSF REGULATORY CONTRAVENTION DISCLOSURE: In preparing the documents for the 2022 audit it was discovered that funds were transferred incorrectly from the superannuation bank account to a personal account. The superannuation account was mistakenly selected in doing an online transfer. The Trustees have made a voluntary disclosure to the ATO on the relevant form. The amount concerned for the 2022 year is \$3000 transferred out of the superannuation account on the 30 June 2022. The rectification proposal put to the ATO is that this amount together with the relevant interest will be repaid to the superannuation fund before 31 December 2022.


Immediately the error was discovered the Trustees notified Fund's Accountants and prepared the notification to the ATO.

It is also noted that further sums were incorrectly withdrawn after 30 June 2022 due to the same error of selecting the wrong account for online banking and these have been included in the rectification plan provided to the ATO. Consequently, the withdrawal of these funds has on occasion resulted in the bank account being overdrawn which is being rectified. Steps have been taken in connection with the Bank to provide a separate login for the superannuation fund account (separate from other personal accounts) for the purposes of online banking in order to avoid the transfer of funds from an incorrect account.

THESE MINUTES: These Minutes being before the Meeting,
IT WAS RESOLVED that they be signed by the Chairperson as a correct record of proceedings thereat.

CLOSURE: There being no further business the meeting was declared closed.

Signed at the close of the Meeting as a correct record of the proceedings thereat.


..... Chairperson