

**MINUTES OF THE MEETING OF THE TRUSTEES OF
GRACEWORKS SUPERANNUATION FUND
HELD ON 15/5/2022 AT
42 BUNYA STREET, MALENY QLD**

PRESENT:

Ross Lucas
Helen Lucas

REPORTS AND STATEMENTS:

The Statement of Financial Position, Operating Statement and Notes thereto, Trustee's Declaration, Auditor's Report, Member Statements and Self Managed Superannuation Fund Annual Return for the period ended 30 June 2020 were tabled.

It was resolved that:

- (a) The Statement of Financial Position, Operating Statement and Notes thereto, Auditor's Report and Member Statements be adopted by the Trustee and the Trustee be authorised to sign the Trustee Declaration,
- (b) The Self Managed Superannuation Fund Annual Return be adopted and signed by a representative of the trustee, and
- (c) The Trustee's Declaration be adopted and signed by the trustee.

CLOSURE:

There being no further business the meeting was closed.



.....
Ross Lucas
Chairperson

Dated: 15/5/2022

CLOSURE:

There being no further business the meeting was closed.

Ross Lucas

Dated: 15/5/2022

.....
Ross Lucas
Chairperson

Resolution of Trustees of the Graceworks Superannuation Fund

Held: 42 Bunya Street
MALENY QLD 4552

We the undersigned: **Ross Lucas** **Helen Lucas**

Being all the Trustees of the above Fund DO HEREBY RESOLVE as follows:

ADOPTION OF INVESTMENT POLICY STATEMENT

It be noted that the Trustee has formulated investment objectives for the Fund and an investment strategy to achieve those objectives, (the investment objectives and investment strategy together to be referred to as the "Investment Policy Statement") having regard to the whole of the circumstances of the Fund, including:

- the risk involved in making, holding and realising, and the likely return from the entity's investments having regard to its objectives and its expected cash flow requirements;
- the composition of the entity's investments as a whole including the extent to which the investments are diverse or involve the entity in being exposed to risks from inadequate diversification;
- the liquidity of the entity's investments having regard to its expected cash flow requirements;
- the ability of the entity to discharge its existing and prospective liabilities;
- the Fund profile;
- anticipated future contributions;
- past investment performance; and
- the current investment portfolio and asset mix,

which objectives and strategy are set out in the Investment Policy Statement annexed to this resolution.

Resolved to adopt the investment objectives of the Fund and adopt and implement the investment strategy to achieve the objectives as set out in the Investment Policy Statement of the Fund.

CHANGE OF INVESTMENTS TO CONFORM WITH THE NEW INVESTMENT STRATEGY:

It was noted that the existing investments of the Fund conform to the Investment Policy Statement.

It was resolved to retain the existing investments of the Fund.

ASSET MANAGEMENT STRATEGY

It was further noted that the Trustee has formulated an Asset Management Strategy relating to the acquisition and disposal of assets.

Resolved that the Trustee adopts the Asset Management Strategy set out in the Investment Policy Statement annexed to this resolution.

Signed:

Ross Lucas

Helen Lucas

Trustee:

Ross Lucas

Helen Lucas

Date:

15/5/2022

15/5/2022

preparation of a reliable financial report, and adequate financial records have been maintained. There are no material transactions that have not been properly recorded in the accounting records underlying the financial report.

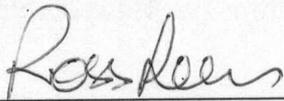
- (c) There are no violations or possible violations of laws or regulations whose effects should be considered for disclosure in the financial report or as a basis for recording an expense.
- (d) The superannuation fund has complied with all aspects of contractual agreements that would have a material effect on the financial report in the event of non-compliance.

We understand that your examination was made in accordance with the Australian Auditing Standards and was, therefore, designed primarily for the purpose of expressing an opinion on the financial report of the fund taken as a whole, and that your tests of the financial records and other auditing procedures were limited to those which you considered necessary for that purpose.

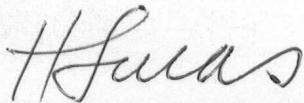
Additional Matters

There are no additional matters.

Signed by Ross Lucas & Helen Lucas as Trustees for Graceworks Superannuation Fund



Ross Lucas - Trustee



Helen Lucas - Trustee

Our audit files may, however, be subject to review as part of the quality control review program of Regulators and or Professional Bodies which monitors compliance with professional standards by its members.

We advise you that by signing this letter you acknowledge that, if requested, our audit files relating to this audit will be made available under this program. Should this occur, we will advise you. The same strict confidentiality requirements apply under this program as apply to us as your auditor.

Independence/Conflict of Interest

We have established policies and procedures designed to ensure our independence, including policies on holding financial interests in the superannuation fund and other related parties, rotation of audit partners, business relationships, employment relationships, and the provision of non-audit services in accordance with professional statement APES 110 – Code of Ethics for Professional Accountants.

Outsourced Services

We do not use any outsourced services in overseas locations when conducting client assignments.

Data Storage

We use data storage located in the office but it may be replicated to other locations.

Accepting our services as part of this engagement agreement indicates your acceptance of the use of outsourced services, cloud hosted software and outsourced data storage under the conditions outlined above.

Limitation of Liability

Our firm's liability to you or any other user of the audit report is limited by a Scheme approved under Professional Standards Legislation.

Other

We would appreciate acknowledgement of terms and conditions set out in this letter. Please note that this letter will be effective for future years unless the terms of the engagement are altered by future correspondence.

Please sign and return the attached copy of this letter to indicate that it is in accordance with your understanding of the arrangements for our audit of the financial report.

If you have any queries in relation to this please contact me.

To: MR ANTHONY BOYS

I/We hereby confirm your appointment as Auditor under the above terms of engagement.

For and on behalf of **Ross & Helen Lucas as trustee for the Graceworks Superannuation Fund**

**Signed &
Dated**

 15/5/2022

Yours sincerely

ANTHONY BOYS – REGISTERED COMPANY AUDITOR

DATED:

Signed document to be returned to P.O. Box 3376 Rundle Mall 5000