



MINUTES OF BODY CORPORATE COMMITTEE MEETING

BODY CORPORATE No. 164980 PROPERTY AT: 148 Quay Street, Auckland City

A **BODY CORPORATE COMMITTEE MEETING** of this body corporate was held in the offices of Body Corporate Administration Limited, 3rd Floor, 115 Queen Street, Auckland City on Tuesday, 23rd July, 2013 commencing at 3.00 p.m.

PRESENT: As per Attendance List:
Stephen Dudding, Dimitri Margaritis, Alan Penny, Mick Webb.
Paula Beaton representing Body Corporate Administration Limited as Secretary.
Also in Attendance: Russell McKinnon, Building Manager, for part of the meeting.
Alistair Wyatt and Andrew from Focus Planning attended part of the meeting at 4.00 p.m.

1 CHAIRMAN:
Mick Webb chaired the meeting.

2 APOLOGIES:
There were no apologies.

3 MINUTES OF PREVIOUS COMMITTEE MEETING:
The Minutes of the Body Corporate Committee Meeting on 11 June 2013 were taken as read, approved, accepted and adopted as a true and accurate record.

4 INVOICES APPROVED FOR PAYMENT:

> Mercury Engery	Invoice No.	\$167.57
> Telecom		\$50.69
> Telecom		\$52.90
> Telecom		\$343.56
> Grammar Electrical	45531	\$343.56
> First Fire Systems	142452	\$496.80
> Metalbilt Doors	7532445	\$195.50
> Planning Focus	13907	\$218.79
> Insurance Excess		\$500.00

In future BCA Ltd is to send all invoices to Russell McKinnon for approval prior to sending to Committee.

The Committee approved payment of the insurance excess relating to the roof water tank flooding.

5 BUILDING MANAGER'S REPORT:

5.0 Carpet – The Building Manager had obtained a quote from K & R Flooring for carpet replacement by the main ingress door of 148 Quay at \$748 plus GST and the Committee accepted this quote for carpet replacement.

5.1 Complaints of drip leaks to the building side of the canopy have been made. A contractor has inspected the leaks which are not related to the construction of the new canopy and the Committee has accepted a quote of \$1,100 to drill and drain the area where it ponds, as well as a quote of \$900 to protect and seal the exposed steel bolts and beams around



the entire building.

5.2 Cigarette butt removal – Russell McKinnon is continuing his investigations into an alternative cigarette disposal unit.

5.3 Work on the roller garage door work to commence next week.

6 FINANCIAL ACCOUNTS:

The statement of receipts and payments and subsequent to for the body corporate for the period 1.02.13 to 30.06.13 was submitted, discussed and adopted.

An updated Credit Control Report was tabled at the meeting.

7 GENERAL BUSINESS:

7.0 Issues have been raised about the cladding of Levels 12, 13, 14 & 15. Andels is doing a scope of any required works together with a recommendation as to how this will be added to the Long Term Maintenance Plan. The Committee will then present a report to the owners and is also seeking a report from Clinton Baker as to where the costs of maintenance of the cladding may fall.

7.1 A quotation from DVK Group has been received for installing bitumen decking on the common area of Level 12. However, the Committee feels there is likely to be work involved above this area requiring that scaffolding and other materials to be placed on the bitumen area which, in turn, may damage the common area. Hence it was deemed more appropriate to wait on this until after the extra work is completed.

7.2 Focus Planning – The Committee met with Focus Planning and approved the form of submissions to be made on our behalf at the Planning Hearing date regarding the extension to City Rail loop and installation of sea wall on Tyler Street. The date of Hearing has now been set for 2 p.m., 13 August 2013, Limelight Room, Town Hall. A copy of the final submission is attached.

7.3 As noted in the committee meeting minutes of 8 May 2013, Chester Consultants have been engaged to do a report addressing the issues raised to scope the offending AU's that Alan Mummery is concerned about.

7.4 Request for ATM instalment for City Star – This request was not approved because an ATM would alter the exterior of the building.

7.5 Unit 6C Leak – This claim is being progressed.

7.6 Daikoku Request for Reallocation of Rubbish Collection Levies – The Committee discussed the request from Daikoku regarding the levy apportionment of rubbish collection. However, it was noted that the Committee do not have the legal authority to alter the way the levies are apportioned.

8 NEXT COMMITTEE MEETING:

The next Body Corporate Committee Meeting is scheduled for Tuesday, 27th August, 2013 commencing at 3.00 p.m.

There being no further general business, the meeting closed at 5.30 p.m.