



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 Thursday, 28th November, 2013 commencing at 3.00 p.m.

PRESENT: As per Attendance List:
Mick Webb, Dimitri Margaritis, Alan Penny.
Paula Beaton representing Body Corporate Administration Limited as Secretary.
Also in Attendance: Russell McKinnon, Building Manager, and Clinton Baker from Price Baker Berridge for part of the meeting.

- 1 **CHAIRMAN:**
Mick Webb chaired the meeting.
- 2 **APOLOGIES:**
Apologies from Stephen Dudding.
- 3 **MINUTES OF PREVIOUS COMMITTEE MEETING:**
The Minutes of the Body Corporate Committee Meeting on 12 October 2013 were taken as read, approved, accepted and adopted as a true and accurate record.
- 4 **PRESENTATION FROM PRICE BAKER BERRIDGE:**
Clinton Baker from Price Baker Berridge attended part of the meeting to clarify aspects of his legal opinion (see attached document).

It was agreed that BCA Ltd is to prepare a letter to the owners of Level 12 requesting confirmation that they comply with Council Rules & Regulations. In part this reflects concerns arising as a result of the below owners of Level 11 have reported roof leak issues as well as long term implications that may impact on common property.

Clinton Baker pointed out that the Body Corporate has responsibility for maintaining the exterior walls of the units. The cost can then be passed on to the respective unit owner in specific cases pursuant to s.138(4) and s.80 of the Unit Titles Act 2010.

Clinton Baker also indicated that the Level 12 renovations had implications for private/common ownership that need to be regularised. Consent for this would require 75% approval from all the owners. If owners oppose then a notice would need to be sent to the respective owner advising them the steps of action would need to be taken as a result.

BCA Ltd is to advise the Level 11 owner that the owner of Level 12 has been alerted.

In terms of air space which is considered to be common property, Clinton Baker noted that the Accessory Unit deck is only the surface and not the air space of the deck. Clinton Baker suggested a solicitor review the unit title plan thoroughly for a definitive answer on this issue.



At this point in the meeting the Committee thanked Clinton Baker for his attendance and he left the meeting at 4.10 p.m.

A copy of the PBB legal opinion is appended to these minutes.

5 BUILDING MANAGER'S REPORT:

5.0 Lift Refurbishment – Fit out quotes were obtained from Schindler and Thyssenkrupp and reviewed by the Committee. There was agreement to accept the quote from Thyssenkrupp. All carpet in the lift will be replaced to match the existing carpet.

5.1 The annual plumbing survey will be carried out by the Building Manager during December 2013.

5.2 The Building Manager has arranged for AutoDoor to install brushes on the front door and has arranged for a contractor to attend to the broken lift.

5.3 Building Manager's Hours over Christmas – The Building Manager confirmed that he will regularly be onsite throughout the Christmas period and will be onsite on Boxing Day.

6 FINANCIAL ACCOUNTS:

The statement of receipts and payments and subsequent to for the body corporate for the period 1.02.13 to 27.11.13 was submitted, discussed and adopted.

The Committee authorised the Secretary to follow up on payment of levies in arrears.

Operating Budget – It was agreed that excess Repair & Maintenance Funds be allocated to the Long Term Maintenance Fund. It was noted that Funds that have not yet been expended will most likely be spent by the end of the financial year such as the lift upgrade costs which will come out of the Repair & Maintenance Fund.

After the lift upgrade, the next projects to be considered are the stormwater pipes and guttering on the BMU rail and a back up system for the pump.

7 INVOICES APPROVED FOR PAYMENT:

> Kone	Invoice No.	10007251	\$7,676.56
> Envirowaste		2879712	\$699.69
> Telecom			\$52.90
> Telecom			\$50.69
> Mercury			\$2,061.93
> First Fire Systems		148170	\$496.80
> Grammar Electrical		50532	\$226.92
> Contact Energy			\$163.93

8 NEXT COMMITTEE MEETING:

The next Body Corporate Committee Meeting is scheduled for Wednesday, 15th January, 2014 commencing at 3.00 p.m.

There being no further general business, the meeting closed at 5.10 p.m.