



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, 16th October, 2014 commencing at 3.00 p.m.

PRESENT: As per Attendance List:
Dimitri Margaritis, Mick Webb, Alan Penny.
Paula Beaton representing Body Corporate Administration Limited as Secretary.
Also in Attendance: Russell McKinnon, Building Manager
Kay Kearn from Martelli McKegg
Jerome Mainguet, Ross Boswell, Guest Owners
Clinton Baker from Price Baker Berridge

1 CHAIRMAN:
Mick Webb chaired the meeting.

2 APOLOGIES:
Stephen Dudding.

3 DISCUSSION RE: ISSUES WITH APT 11D:
Kay Kearn thanked everyone for attendance at this meeting to discuss the roof and ceiling issues for 11D.

Jerome Mainguet believed that the roof is common property therefore the body corporate has an obligation to repair and maintain since it is part of the building elements. This view was echoed by Kay Kearn from Martelli McKegg.

Jerome Mainguet said that when works were carried out above his roof he raised concerns about potential damage and photographs were emailed to BCA Ltd. He stated that contrary to what was reported at the AGM minutes, he did not say that there were any water leaks but that he was concerned about possible damage arising from the weight of the scaffolding on the roof.

In response, Mick Webb explained that the proxy that Mr Mainguet had sent to the AGM had not disputed that there had been a water leak. Jerome Mainguet advised that he did not believe Paragraph 17 of the AGM minutes were a fair and accurate reflection of the issue. Clinton Baker confirmed to Jerome Mainguet and Kay Kearn that this issue can be clarified by amending the AGM minutes.



Jerome Mainguet also reported that cracks had appeared in his ceiling. Clinton Baker said that he understood that there were some cracks and that was repaired by the insurance company and the excess was paid out, however it appears that new cracks are now appearing. Jerome Mainguet requested a copy of the insurance assessor report. Ross Boswell explained that before building works for his unit were done, the roof was not in good condition and there may have been ongoing cracking but repairs to the roof after building works were completed may have caused a problem. He advised that his contractor accepted liability and in fact repaired the roof to a better standard than before.

Jerome Mainguet said he does not have to deal with Mr Boswell directly because the roof is common property. And he requested that when an apartment is under threat of any damage that more communication is required. Clinton Baker confirmed that the request for more communication has been dealt with at this meeting.

Dimitri Margaritis advised that when the current Committee was first appointed there were some issues with IID so problems there are indeed ongoing. He also pointed out that one of the Committee's roles is to facilitate communication between the parties involved in a dispute. For example, at the AGM Ross Boswell accepted to pay part of the insurance excesses so both the Committee and he felt that the issue was resolved. Mick Webb concurred that the work done on the outside may have caused a problem inside the unit. Kay Kearn said the responsibility of the Committee and Body Corporate is to repair the roof and then consider from whom to recover costs.

The previous crack issue was dealt with by the insurance claim so this is now resolved. Clinton Baker can advise the Committee in terms of the statutory issue required. Mick Webb confirmed that the Committee has responded in a timely manner to resolve the issue with Mr Boswell, his contractor and the insurance company, and Mr Boswell has paid the excess. The new issue of cracks is recent and further investigation is required.

Jerome Mainguet restated that Paragraph 17 of the AGM minutes did not reflect the facts. Dimitri Margaritis confirmed that the AGM minutes will be adopted at the next AGM and the record will be rectified.

Jerome Mainguet also advised he has not received some of the earlier BC minutes and Kay Kearn requested that future minutes be copied to her as well. It was also noted that Russell McKinnon holds spare copies of minutes in his office as well as posts the minutes on level 1 notice board.

Jerome Mainguet, Kay Kearn and Ross Boswell left the meeting at 3.40pm.

Alan Penny and Russell McKinnon have subsequently met with the insurance assessor and inspected the problem areas. Alan Penny suggested that there appears to be no protection to the top windows of IID. He also noted the windows are an individual unit issue. Sealing of the windows is necessary and then repainting, then repairs can be carried out inside the apartment.

Russell McKinnon has engaged a contractor to provide a second opinion. Clinton Baker said that if required, he could provide an opinion on whose responsibility it is to maintain and repair the respective areas. Russell McKinnon said the contractor had noted that it could be a problem from the skylight. The previous owner of Unit IID had had issues with the skylights.



4 BUILDING MANAGER'S REPORT:

- 4.1 Ground Level LED's – The purpose of the proposed at the AGM ground floor LED's is to bright up the ground floor. Testing new LED's on another "experimental" floor is considered too bright. There was agreement to put this on hold at this stage.
- 4.2 Canopy Lights – Mick Webb advised that the lights in the canopy have failed. The Committee has received a quote from Grammar Electrical and Russell will obtain an alternative quote from an electrician recommended by Dimitri for high quality LED's. BCA Ltd is to ask Grammar Electrical if their labour cost of \$75 per hour is a provisional sum. It was noted that the good quality LED's also come with a four year guarantee.
- 4.3 Temporary Building Manager – There was agreement that Edward Rees-Webbe from Zippi Property Management will act as temporary building manager when Russell McKinnon is on leave.
- 4.4 Level 12 Roof – Once Russell McKinnon has obtained a second opinion for the roof issue, the Body Corporate will need to go back to the insurance company to determine if repairs will be covered by insurance. It will then be decided as to who whose responsibility it is to pay for repairing the roof. BCA Ltd is to obtain quotes from waterproofing companies such as DDT and North Shore Waterproofing.
- 4.5 Service Lift – As discussed at the AGM the service lift is continuing to be problematic due to its overuse. It has now failed 3 times since the AGM causing major problems for Russell (the building manager), contractors and residents on the top floors whose only lift access is via the service lift. Russell has been in conference with the lift engineers and will trial different methods of usage and access of this lift in order to minimise further damage and expense. Once these trials have been completed Russell will report to the committee with his recommendations for a permanent solution.

One major issue that has come to light is that a growing number of residents/visitors are calling both the general lifts and the service lifts from the ground and first floors and taking the first one that arrives. This is both a waste of power and causes unnecessary usage of the service lift. Each lift has a certain number of "travels" in its life and this unnecessary use in order to save a couple of seconds wait is totally unacceptable. There are 3 lifts designated for passengers plus the service lift. Most buildings of our size have only 2 lifts including the service lift. New lift motors and constant repairs and replacement parts will cost tens, if not hundreds of thousands of dollars which can only come from our funds or special levies. Please give Russell as much support as possible in his endeavour with this issue as any inconvenience will be minor compared to the probable outcome if the lifts are continued to be used in the current manner.

5 MINUTES OF PREVIOUS COMMITTEE MEETING:

The Minutes of the Body Corporate Committee Meeting held on Wednesday, 3rd September, 2014 were tabled and ratified by the Committee.



6 INVOICES APPROVED FOR PAYMENT:

Contractors	Amount	Inv. No.	Inv. Date
Kone Elevators Ltd	\$7,906.85	810514823	17/08/14
Autodor Services Ltd	\$80.50	67310	25/07/14
First Fire Systems Ltd	\$1,207.50	160768	25/08/14
First Fire Systems Ltd	\$496.80	161014	16/09/14
K Simpson Ltd	\$105.20	1298864-1	08/09/14
Enviro Waste	\$943.26	3226448	31/08/14

7 FINANCIAL ACCOUNTS:

The statement of receipts and payments for the body corporate for the period 1.02.14 to 30.09.14 were submitted and adopted.

Credit Control Report – The Committee were happy with progress on the credit control report.

8 GENERAL BUSINESS:

8.1 The email from John Dempsey of Grammar Electrical was tabled at the meeting.

8.2 BCA Ltd is to respond to Paul McLuckie's email advising that BCA Ltd will assist in obtaining access for the downstairs unit in order to inspect the alleged water damage emanating from his unit area.

8.3 Insurance Claim for Apt 1B – The Committee agreed that the tenant of Apt 1B is to pay for the insurance excess.

8.4 Envirowaste – Envirowaste has reduced their price after negotiations with Russell McKinnon so no further action will be taken on the waste management contract.

8.5 CBD Noise Initiative – Loren Portnow is to be invited to the next meeting.

9 NEXT COMMITTEE MEETING:

The next Body Corporate Committee Meeting is scheduled for Tuesday, 18th November, 2014 commencing at 3.00 p.m. in the offices of BCA Ltd.

There being no further general business, the meeting closed at 6.00 p.m.