



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, 9th December, 2014 commencing at 3.00 p.m.

PRESENT: As per Attendance List:
Mick Webb, Alan Penny, Stephen Dudding.
Paula Beaton representing Body Corporate Administration Limited as Secretary.
Also in Attendance: Russell McKinnon, Building Manager
Paul McLuckie, owner of Unit 4G.

1 CHAIRMAN:
Mick Webb chaired the meeting.

2 APOLOGIES:
Dimitri Margaritis.

3 MINUTES OF PREVIOUS MEETING:
The Minutes of the Body Corporate Committee Meeting held on Tuesday, 18th November, 2014 were tabled and ratified by the Committee.

4 BUILDING MANAGER'S REPORT:

4.1 LED Lights – The LED's around the canopy need to be replaced. Quotes obtained for LED lights were discussed. Russell McKinnon is to obtain other comparative quotes from Simpsons and another electrical contractor and report back to the meeting. Mick Webb will also discuss the Grammar Electrical quote with John Grammar.

4.2 Security Camera – BCA Ltd is to follow up with BDR Security on the quote for additional cameras in the carpark.

4.3 Annual Plumbing Survey – The annual plumbing survey was recently conducted. A copy of the survey report will be emailed to Russell McKinnon.

4.4 Rubbish Removal – Russell McKinnon is to arrange for Junk 2 Go to remove the redundant sky dish, televisions and any other items that need to be dumped.

4.5 Vagrants in Foyer – Stephen Dudding raised the issue of people sleeping in the foyer and enquired if the security camera picked this up. Paula Beaton said that the City Mission can be contacted on phone (09) 379 2395. Stephen Dudding suggested a letterdrop be circulated to residents to warn people of tailgating.



**BODY CORPORATE
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> Level 3, 115 Queen Street, (Up Swanson Lane), Auckland
> P.O.Box 2322 Auckland 1140
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> Mobile +64 21 612 336

Body Corporate Administration Limited > Body Corporate Secretary under Unit Titles Act 2010

4.6 Cigarette Butts at Entranceway – It was noted that this continues to be a problem around the entranceway of the building.

4.7 Front Door – Russell McKinnon reported that there is corrosion on the front door and it may need to be replaced. If the door fails around the Christmas holiday period, then it was suggested that a security guard be engaged. BCA Ltd is to circulate the contact phone numbers for First Security, Matrix Security and Platform Security to the Committee. Russell McKinnon is to obtain quotes for front door repair/replacement.

4.8 It was noted that Kwanto will contact Russell McKinnon as the onsite contact for building insurance purposes.

4.9 Russell McKinnon confirmed he will be onsite over the Christmas period.

5 FINANCIAL ACCOUNTS:

The statement of receipts and payments for the body corporate for the period 1.02.14 to 30.11.14 were submitted and adopted.

It was noted that the Year to Date is running well against budget.

Proposed Budget 2015/2016 – BCA Ltd is to prepare a proposed budget for 2015/2016 based on the same bottom line as last year i.e. \$567,022.05.

6 INVOICES APPROVED FOR PAYMENT:

Contractors	Amount	Inv. No.	Inv. Date
Auckland Council	\$128.00	647461	03/12/14
Kesang Enterprises Ltd	\$1,322.50	3873	26/11/14
First Fire Systems Ltd	\$1,077.55	164822	30/11/14
First Fire Systems Ltd	\$1,150.00	164823	30/11/14
RCR Infrastructure	\$101.20	770607	30/11/14
Orcon Ltd	\$141.88	22565596	26/11/14
Fixed Price Plumbing & Gas Service	\$161.13	5550	14/11/14

7 GENERAL BUSINESS:

7.1 Stephen Dudding asked if it is worth obtaining a valuation to see if there will be a loss of rental claim due to noise issues from the tunnel construction. BCA Ltd is to obtain the contact details of the coordinator regarding the high noise levels during construction of the Britomart train station.

7.2 Jerome Mainguet's Unit – The Committee resolved to investigate the problem raised by Jerome Mainguet and the responsibility for the cost of repair (including taking advice from Clinton Baker).



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7.3. CBD Noise Initiative – Dimitri Margaritis is liaising with Loren Portnow on this.

7.4. Ultra Fast Broadband – BCA Ltd is to contact Linda Scott of Rank Group and enquire as to the current status of UFB installation and offer the Body Corporate's assistance if required.

7.5. Lift Security System – The lift security system needs to be backed up on an external hard drive. Paul McLuckie will arrange this.

7.6. BCA Ltd is to send a copy of the property CD file to Brian Sutton.

8 NEXT COMMITTEE MEETING:

The next Body Corporate Committee Meeting is scheduled for Tuesday, 13th January, 2015 commencing at 3.00 p.m. in the offices of BCA Ltd.

There being no further general business, the meeting closed at 5.00 p.m.