



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, 20th January, 2015 commencing at 3.00 p.m.

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

1 **CHAIRMAN:**
Mick Webb chaired the meeting.

2 **APOLOGIES:**
There were no apologies.

3 **LEGAL OPINION:**
The legal opinion from Price Baker Berridge for 11D and Level 4 is appended to the minutes.

4 **BUILDING MANAGER'S REPORT:**

- 4.1 BDR Security – A new quote has been obtained from BDR Security for the additional security camera in the carpark and there was agreement for Russell McKinnon to instruct the contractor to proceed with installation.
- 4.2 Lift Signage – The Committee will arrange signage relating to the use of the service lift.
- 4.3 Front Door – Russell McKinnon is awaiting a quote from AutoDoor to replace the mechanism of the front door which shows a high level of corrosion.
- 4.4 Waterproofing of Roof – This is still a work in progress. Russell McKinnon and Alan Penny have met a number of contractors on the roof to inspect. Paul McLuckie sent BCA Ltd an email offering his assistance, copy attached. BCA Ltd is to prepare a draft letter to Paul McLuckie to thank his offer and invite him to arrange for his contractor to do an inspection and provide a quote

5 **MINUTES OF PREVIOUS MEETING:**
The Minutes of the Body Corporate Committee Meeting held on Tuesday, 9th December, 2014 were tabled and will be reviewed at the next Committee Meeting.



6 FINANCIAL ACCOUNTS:

The statement of receipts and payments for the body corporate for the period 1.02.14 to 8.01.15 were submitted and adopted.

Credit Control Report – An updated credit control report was tabled at the meeting. There was discussion on the outstanding levies and BCA Ltd is to continue to follow up.

Proposed Budget 2015/2016 – BCA Ltd has prepared a proposed budget based on a nil increase to be discussed at the AGM.

There was discussion on the timeframe for exterior painting which will most likely need to be actioned in two year's time. This matter is to be raised at the AGM as a major expense in the next few years.

7 INVOICES APPROVED FOR PAYMENT:

Contractors	Amount	Inv. No.	Inv. Date
ADT Security Ltd	\$435.53	50459758	01/01/15
Rentokil Initial	\$593.94	518409	31/12/14
Envirowaste	\$970.10	3349843	30/11/14
Envirowaste	\$1,073.88	3392179	31/12/14
Opus International Ltd	\$822.25	1724524	16/10/14
Price Baker Berridge	\$1,236.58	20364	17/10/14
Orcon Limited	\$72.94	22683611	23/12/14
RCR Building Products	\$195.50	771737	14/01/15
Spark New Zealand	\$79.81		15/01/15

8 GENERAL BUSINESS:

8.1 Extension of Consultation Period for New Bus Stop proposal on Quay Street – Auckland Transport – Mick Webb has spoken with Pippa Mitchell from Auckland Transport who has advised that Auckland Transport are only concerned with the health & safety aspect of a new bus stop for 148 Quay Street. Mick Webb also spoke to Pippa Mitchell about the canopy from a health and safety point of view. Pippa Mitchell was not aware of two of the three incidents in the last few years of buses mounting the pavement and hitting the building. Mick Webb will write to Pippa Mitchell providing more information i.e. dates of incidents and photographs (to be provided by Stephen Dudding to Mick Webb). BCA Ltd is to provide to Mick Webb information on the insurance claims which were lodged for two of the incidents. BCA Ltd to also provide copies of letters / emails to and from Council regarding these incidents to Mick Webb. Dimitri Margaritis was asked to obtain support from an outside party. BCA Ltd is to organise a meeting for Dimitri and Stephen with Mark Lambert (Group Manager at Auckland Transport) for either 29th or 30th January 2015.

8.2 Reassessment for Insurance – Kwanto are currently working on the reassessment report. BCA Ltd has sent the Building CD Plans to Kwanto. Their timeframe is around three weeks for completion.



The insurance renewal date is 10th March 2015. BCA Ltd is to obtain a preliminary insurance quote from Gregan & Co. based on the current valuation. Once the Kwanto report is supplied, BCA Ltd is find out from Gregan & Co. how much additional premium would be if based on a higher quantum (i.e. as per Kwanto) which would then be tabled at the AGM for a decision from owners. BCA Ltd is to forward a copy of the Kwanto report to the Committee as soon as it is available.

8.3 Ultra Fast Broadband – Chorus are persevering with this. BCA Ltd to obtain an update.

9 NEXT COMMITTEE MEETING:

The next Body Corporate Committee Meeting is scheduled for Thursday, 26th February, 2015 commencing at 3.00 p.m. in the offices of BCA Ltd.

There being no further general business, the meeting closed at 5.15 p.m.