



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, 24th March, 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.
Paul McLuckie as guest.

1 CHAIRMAN:

Mick Webb chaired the meeting.

2 APOLOGIES:

There were no apologies.

3 BUILDING MANAGER'S REPORT:

3.1 The signs for the lifts are underway.

3.2 BCA Ltd is to advise the commercial owner of the Convenience Store that the plumbing grate is missing and needs to be attended to.

3.3 Russell McKinnon will instruct Kone to send him an email after each site visit.

3.4 Ultra Fast Broadband – Rank Group had initiated the process for UFB installation. The contractors have made clear to the committee that they are using the existing risers to take the cabling and that there will be no additional penetrations – which is important re fire code. However the committee has ensured that the contractors have also committed to making good (to code standard) any penetrations they subsequently discover they have to make – if any. The committee agreed the process for monitoring the contract works and Russell McKinnon will contact Mick Webb when the contractors are onsite for Mick to instruct the contractors direct.

3.5 LED Lighting – There was agreement to proceed with the quotation from 2JC Electrical at the cost of \$8,073.00 incl. GST in preference to the alternative, much more pricey quote. The alternative contractor was given the opportunity of matching the 2JC quote. Owners report successful and satisfactory work being completed for them by 2JC. Dimitri Margaritis will instruct 2JC Electrical.



3.6 Building Manager's Leave – Russell McKinnon will liaise with Edward Rees-Webbe as substitute building manager while he is on leave next week.

3.7 Unit 11D Repair – The area surrounding the sky-light was repaired by Readymark Ltd. BCA Ltd is to notify the insurance company that the repair has been completed and interior work can now be carried out. BCA Ltd is to write to Jerome Mainguet and Kaye Keam confirming that the external issue has been addressed and the problem was found to be in the skylight area, and has been repaired.

In relation to the roof/spandrel area, Russell McKinnon recommended that John Grant from Readymark Ltd carry out the weatherproof membrane maintenance work on the spandrels and a quote has been requested. The Committee are happy to proceed with Readymark's quote subject to final approval from Alan Penny.

It was further agreed that Russell McKinnon is to instruct the window cleaners to replace the silicone beading around exterior windows/sky-lights on Level 11 next time they are onsite.

3.8 Bond for Renovation Work on Unit 3J – BCA Ltd is to liaise with Russell McKinnon and arrange a bond of \$500.00 from the owner of Unit 3J.

4 MINUTES OF PREVIOUS MEETINGS:

The Minutes of the Body Corporate Committee Meeting held on Thursday, 26th February, 2015 commencing at 3.00 p.m. had been approved and distributed to all owners.

5 FINANCIAL ACCOUNTS:

The statement of receipts and payments for the body corporate for the period 1.02.15 to 2.03.15 were submitted and adopted.

Credit Control Report – An updated credit control report was tabled at the meeting. BCA Ltd is to follow up on outstanding levies as instructed by the Committee.

Next Levy Instalment – The next levy instalment will be based on last year's budget and is to be issued at the beginning of May 2015. A resolution will be included at this year's AGM to ratify the decision to raise the levy based on the previous year's budget for next year.

6 INVOICES APPROVED FOR PAYMENT:

| Contractors | Amount | Inv. No. | Inv. Date |
|--------------|------------|-------------|-----------|
| Kone | \$8,144.07 | 193013329 | 15/02/15 |
| First Fire | \$358.33 | 167543 | 16/02/15 |
| BDR Security | \$138.00 | 5743 | 27/02/15 |
| BDR Security | \$1,691.65 | 5635 | 05/02/15 |
| Orcon | \$74.94 | 23031429 | 23/02/15 |
| Mercury | \$2,856.93 | 145-723-038 | 03/03/15 |
| Envirowaste | \$1,019.65 | 3477643 | 28/02/15 |



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|----------------------------|----------|------------|----------|
| Contact Energy | \$109.97 | 2250114042 | 09/03/15 |
| Ready Mark Ltd | 1016.6 | 3331 | 05/03/15 |
| Spark | \$79.62 | 902498990 | 15/03/15 |
| Junk Genius | \$325.00 | 287 | 05/02/15 |
| Fixed Price Plumbing & Gas | \$561.48 | 5694 | 21/01/15 |
| Fixed Price Plumbing & Gas | \$142.07 | 5778 | 13/02/15 |
| Fixed Price Plumbing & Gas | \$125.00 | 5842 | 16/03/15 |

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GENERAL BUSINESS:

7.1 Lift Security System – Paul McLuckie has provided an external hard drive of the lift security system. BCA Ltd is to make two copies of the hard drive information.

7.2 BCA Ltd is to send a copy of the building report DVD to the insurance company and one to Council.

7.3 AGM Date – The Annual General Meeting is scheduled for Monday, 11th May, 2015 commencing at 6.00 p.m. BCA Ltd is to send out the Notice of Intention immediately to all owners.

7.4 Auckland Transport Update – The following letter was approved for distribution to all owners:

“We have had an email from Mr Vernon Tava of the Auckland Council Waitemata-Local Board; they tell us that Auckland Transport have now abandoned plans to place a bus stop outside our building.

Typically we have heard nothing from Auckland Transport as yet.

If this news is true, then it is a wonderful result, both for the building and also because it is a clear example of what we can achieve as a community of owners/residents when we work together in a coordinated way.

Another really positive aspect is the closer relationship we now have with the Waitemata Community Board, and its commitment to “hear” the concerns of the inner city residents. We would like to thank the Waitemata Local Board for its positive assistance

We on the OCM would like to thank all of you, and especially those who made active and written submissions, for all you have put into this issue, and we congratulate you all on your (apparent) success!

We will write again when and if we get any official communication from Auckland Transport.”

7.5 Kone Annual IQP Report & Recommendations – BCA Ltd is to advise Kone that their report was received and acknowledged by the Committee. There was agreement to proceed with encapsulating the wiring diagrams folder as recommended by the IQP at the cost of \$340.00 plus GST. There was no agreement to proceed with lift shaft lighting at \$16,200.00 plus GST – alternative electrician's quotes are to be obtained.



7.6 Butynol Area – Paul McLuckie had obtained a quote to buytnol the AU area at the cost of \$12,300. Alan Penny noted that the area can be waterproofed but this will not stop water from running down the butynol. Alan Penny advised that this particular area is difficult to waterproof unless the walls are removed however as this would be a highly impractical method, there was a preference for Paul McLuckie's quote option. After discussion, there was agreement to proceed with Paul McLuckie's quote at \$12,300 with 50% of the cost to be paid by Paul McLuckie and Mrs WC Chang and the remaining 50% will be paid from the Body Corporate Repairs & Maintenance fund.

7.7 City Rail Link – Paul McLuckie advised he had attended a committee meeting relating to the City Rail Link and queried at that meeting how the information had been publicised as a significant amount of affected owners did not receive any communication. The Consultative Committee that Auckland Council are using to satisfy their requirements with Council advised at the meeting that the 148 Quay Committee were not interested in participating. Stephen Dudding responded that no notification had been received from Council on the forming of this committee. Paul McLuckie will send a formal email to the 148 Quay Committee to which Stephen Dudding will respond and prepare a complaint letter to be sent to the Consultative Committee.

It was noted that Tyler Street will be kept open however the area outside the Post Office will be completely blocked off.

8 NEXT COMMITTEE MEETING:

The next Body Corporate Committee Meeting is scheduled for Tuesday, 14th April, 2015 commencing at 3.00 p.m. in the offices of BCA Ltd.

There being no further general business, the meeting closed at 4.30 p.m.
