

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, 23rd June, 2015 commencing at 3.00 p.m.

PRESENT: As per Attendance List:
Mick Webb, Stephen Dudding, Dimitri Margaritis.
Paula Beaton representing Body Corporate Administration Limited as Secretary.

1 CHAIRMAN:

Mick Webb chaired the meeting.

2 APOLOGIES:

Apologies from Alan Penny.

3 BUILDING MANAGER'S REPORT:

- 3.1 Plumbing – Convenience Store – BCA Ltd is to advise the commercial owner of the Convenience Store that the plumbing grate is missing and needs to be attended to. At the same time, plumbing on the footpath has been damaged by vandalism and should be repaired at the same time. Russell McKinnon will arrange repair if not attended to by the tenant within a satisfactory timeframe.
- 3.2 Tamper Proof Fire Alarm – Convenience Store – The quote from First Fire Systems to install a tamper proof fire alarm at \$517.50 incl. GST was approved to proceed as a body corporate cost. First Fire Systems will train the building manager on how to use the tamper proof fire alarm when installed.
- 3.3 First Fire Systems – The fire alarm monitoring company (ADT Monitoring) required several follow ups before attending the property after a fire alarm call out. BCA Ltd is to send a letter to First Fire Services expressing the Committee's dissatisfaction. If the issue recurs, First Fire Systems will be advised to change the monitoring company.
- 3.4 'No Smoking' Signage – 'No Smoking' signage will be placed on the inside of the pillar outside the foyer.
- 3.5 Plaster Pillars on Tyler Street – Russell McKinnon has obtained a quote for damage to the plaster pillars on Tyler Street.
- 3.6 11D Renovations – Renovations to Apt 11D will be underway shortly. The Scheme timeline was agreed to.

3.7 Canopy Lights – LED lights replacement for the canopy are being progressed.

3.8 Installation of UFB – A copy of the producer statement has been requested by Rank Group as discussed at the recent Annual General Meeting.

BCA Ltd will follow up with Rank Group for a list of subcontractors that will be used to install ultra fast broadband. Owners wishing to install UFB are required to notify the Building Manager, Russell McKinnon. No work is allowed to proceed.

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These minutes serve as notice to all owners that whilst the fibre optic backbone has now been installed, the Committee is arranging for a subcontractor to complete all the cabling access to each apartment, and when it is ready, BCA Ltd will advise all owners. Until this is completed, no UFB connection can be made.

A suggested bond for UFB requestors was noted at \$500 per unit.

3.9 Mirror Replacement – Auckland Glass have replaced a small section of smashed glass in a corridor. It was agreed that either Metro Glass or Secure Glazing will be engaged and Auckland Glass will not be used in future.

3.10 Header Tank – BCA Ltd is to obtain a certificate from Daikoku for shock dosing of the header tank.

3.11 Cart Dock – There was agreement that use of the cart dock is at Russell McKinnon's discretion and only to be used for emergencies and for contractors.

3.12 Tandem Carparking – There was a reminder to all owners that the vehicles are not permitted to be tandem parked in the carpark.

3.13 Level 5 Windows – The owner has been contacted and they have agreed to carry out this work in a timely manner.

4 MINUTES OF PREVIOUS MEETINGS:

The Minutes of the Body Corporate Committee Meeting held on Tuesday, 24th March, 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 31.05.15 were submitted and adopted.

Next Levy Instalment – There was discussion as to whether future levies are to be paid in quarterly instalments or by monthly automatic payment.

6 INVOICES APPROVED FOR PAYMENT:

Contractors	Amount	Inv. No.	Inv. Date
Enviro Waste Services	\$984.99	3626983	31/05/15
First Fire Systems Ltd	\$334.65	172847	31/05/15
First Fire Systems Ltd	\$496.80	173094	16/06/15
Spark NZ Ltd	\$84.75	902498990	15/06/15
Contact	\$282.81	500589490	08/06/15

7 GENERAL BUSINESS:

7.1 Upcoming Events – Attached is a schedule advising the Special Events days as advised by Auckland Transport. Please note that Auckland Transport has undertaken to provide additional security for the “ACDC” concert. For any concerns on this matter, owners are encouraged to contact Auckland Transport on 09 3010101.

7.2 Auckland Transport Update – A copy of Auckland Transport's responses to questions from the meeting between Auckland Transport and Tyler/Galway Street owners is attached (dated 29 April 2015).

Please also refer attached Report to Owners of the current situation regarding the application by Auckland Transport and Auckland Council to re-designate the works on the Britomart Tunnel Extension and the areas surrounding the building (dated 23 June 2015); and the formal response from Auckland Transport (dated 2 July 2015) noting that **“the proposed alteration of the existing arrangement outside 2 Queen Street, 148 and 152 Quay Street will not proceed at this time and the current arrangements will continue”**.

8 NEXT COMMITTEE MEETING:

The next Body Corporate Committee Meeting is scheduled for Tuesday, 11th August, 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.