

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 November 2018, commencing at 6.00 p.m.

PRESENT: As per Attendance List:
 Paul McLuckie, Stephen Dudding, Tom Morton Alan Penny, Andrew Sains and David Brady.

 Paula Beaton representing Body Corporate Administration Limited as secretary.
 Also in Attendance: Dean Mulligan (Building Manager)

	Minutes	Action Point
1.	CHAIRPERSON: Andrew Sains chaired the meeting.	
2.	APOLOGIES: There were no apologies	
3.	MINUTES OF PREVIOUS MEETING: The Minutes of the Body Corporate Committee Meeting of this body corporate held in the offices of Body Corporate Administration Limited, 3 rd Floor, 115 Queen Street, Auckland City on Thursday 18 th October 2018, commencing at 6.00 p.m., were taken as read, approved, accepted and adopted as a true and accurate record, subject to a few amendments: <i>'Alarm would go off and 3 parties to be notified simultaneously... the company would be notified i.e. Dean, Paul and Fleet would be notified simultaneously via text'</i> <i>Tom's name to be removed as a committee member assisting with painting.</i> <u>Matters Arising</u>	

approved, with final edits by Stephen and Paul.

Once approved by the committee, it will be distributed and will also be loaded onto the website.

c. Upgrading of Portal

An example of BCA's Portal is to be sent to all committee members as a practice page.

The individual person will be Stephen Dudding's unit who will act as a test case.

d. Lift Report

Lyall Senior will be pursued by BCA Ltd for the lift report.

e. Aotea Gifts' further application

BCA Ltd. to reply to the landlord that there is no legal authority for the body corporate committee to grant consent and it could be raised as an AGM item.

f. Review of power pricing and confirmation of existing arrangement with spot pricing.

Even though there was a significant price spike this month there was agreement to remain with spot pricing because the savings over the last 2 years have been approximately 50%.

March or April would be the best time to move away from spot prices i.e. there is likely to be two spikes on this.

g. Onehunga Carpets quote for 2nd floor west wing

Onehunga Carpet's quote of \$3,916.52 plus GST with a provision for a possible \$2,000 escalation in floor preparation if they hit the same problems as the 3rd floor west wing was accepted.

h. Proposal to commission Grayson Wagner (industrial chemists) to analyse existing paintwork

Paul presented a proposal that we get professional analysis from specialist paint analytical chemists Grayson Wagner on the existing paint on the building (including thickness and chemical composition including oxidation levels etc) and a resultant expert opinion as to when the building should next be painted rather than relying on gut feelings or arbitrary timings based on when the building was last painted. However the committee decided to not get such professional advice and expert opinion.

i. Future Code of Conduct Proposed Amendment

This was adopted by the Committee.

	<p><u>j. Lighting Project</u> The Building Manager authorised to proceed with dimmer switches for the foyer – one for the main set of lights and one for the down lights.</p> <p><u>k. Prices for Diffuser</u> This price was reviewed but there was no intention to proceed with this.</p> <p><u>l. Christmas Party</u> Dean Mulligan will organize this – it is to be held on Wednesday 12th December, in the foyer.</p> <p><u>m. Structural Drawings</u> All structural drawings for the company have been copied. Dean has a copy and one set will be provided to Cake Construction.</p> <p><u>n. Painting Quotes</u> There was discussion of the 3 quotes obtained from Off the Ledge, @Height Ltd, and Total Access. There was also discussion of the latch line procedure. The assessment of the painting quotes was progressing.</p> <p><u>o.</u> Auckland Council to be asked when they were planning to “dig up” Quay Street for planting</p> <p><u>p. Next BCCM date</u> Tuesday 18th December, 6.00 p.m., at BCA Ltd. David Brady will chair the meeting.</p> <p><u>q.</u> John Wardle of Stephenson & Turner to be requested to provide a copy of the canopy drawings. Update: John Wardle no longer works there so BCA Ltd. has followed up with Chris D’Arth.</p>	
	<p>There being no further general business, the meeting closed at 7.55 p.m.</p>	
	<p>Points to be actioned:</p> <ul style="list-style-type: none"> • BCA Ltd. to obtain a copy of the Fleet Service agreement. 	

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| <ul style="list-style-type: none">• The Portal is to be sent to all committee members as a practice page -with Stephen as the initial individual test case.• BCA Ltd. to reply to the landlord of Aotea Gifts with a copy to the tenant that there is no legal authority for the body corporate committee to grant consent and it would need to be raised as an AGM item.• BCA Ltd. to go ahead with the quote from Onehunga Carpets for the 2nd floor west annex• BCA Ltd. to pursue Lyall Senior for the lift report. | |
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