

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 20 February 2019 commencing at 6.00 p.m.

PRESENT: As per Attendance List:

Paul McLuckie, Tom Morton, Alan Penny, Andrew Sains and David Brady.

IN ATTENDANCE:

Lyn Clapperton representing Body Corporate Administration Limited as secretary.

Dean Mulligan (Building Manager); and Mark Gregan, Insurance Broker (as guest)

	Minutes	Action Point
1.	CHAIRMAN: Tom Morton chaired the meeting.	
2.	APOLOGIES: Stephen Dudding,	
3.	PRESENTATION Our insurance broker Mark Gregan attended the meeting at the request of the committee to address the insurance renewal and questions forwarded to him prior to the meeting from the committee regarding the insurance. The following points were noted from the presentation and resulting discussion: I. The insurance renewal falls due on the 10 March and the process for renewal and for obtaining renewal quotes commenced a month ago. II. Under EQC claims, the first \$100,000 of the claim for each unit will be paid by EQC with the remainder being paid by the body corporate insurance underwriter. III. It was agreed that Mark Gregan is to follow up and report back to the body corporate on the following: <ul style="list-style-type: none">• Increase in the loss of rents cover to four times the current provision	

	<ul style="list-style-type: none"> • Increase in the unlawful substances cover • Increase in the Statutory Liability cover • Increase of excess to \$2,500 across the policy <p>The committee approved the insurance quote underwritten by Chubb insurance in principle, subject to the suggested increased covers as detailed above.</p> <p>Moved: T Morton Seconded: Paul McLuckie</p> <p>The committee thanked Mark for his attendance and he left the meeting at 7.08 p.m.</p>	
4.	<p>MINUTES OF PREVIOUS MEETINGS:</p> <p>The Minutes of the Body Corporate Committee Meeting of this body corporate held in the offices of Body Corporate Administration Limited, 3rd Floor, 115 Queen Street, Auckland City on 18 December 2018, commencing at 6.00 p.m., were taken as read, approved, accepted and adopted as a true and accurate record subject to a section that no-one could recall being removed.</p> <p>Moved: Dave Brady Seconded: Paul McLuckie Carried</p>	
5.	<p>BUILDING MANAGER'S REPORT:</p> <p>This was tabled at the meeting and accepted.</p> <p>Moved: Tom Morton Seconded: Dave Brady</p>	
6.	<p>ACCOUNTS:</p> <p>The draft financial accounts financial year for the body corporate for the period 01.02.2018 to 31.01.18 were submitted to the meeting, discussed. Paul advised that he was working with Philip to finalise the annual accounts and it was agreed that these be presented to the next meeting for final approval.</p>	
7.	<p>INVOICES FOR APPROVAL</p> <p>The schedule of invoices were approved for payment</p>	
9.	<p>GENERAL BUSINESS:</p> <p>a. <u>Lifts</u> – The audit report that the committee commissioned from Lyall Senior of Lift Solutions came in just before Christmas. The report confirmed that our provider Kone appear to have been skimping on some maintenance work and need to raise the standard and be more consistent with the maintenance so hopefully the lifts will last another few years before needing major work.</p> <p>A meeting has been arranged with Paul and Dean and Peter Swallow from Kone on site on Wednesday 20 February 2019.. Dean and Paul will report back to the committee on the meeting with Kone at the next committee meeting</p> <p>b. <u>Oweners survey re AirBNB and similar commercial short term accommodation:</u></p> <p>Dave has been working on a survey of the owners for their views on AirBNB and similar</p>	<p>BCA</p>

	<p>commercial short term accommodation. He will endeavour to get this on-line soon so that the owners have all had a chance to have their say and give their opinion and the results can be presented at the next AGM.</p> <p>c. <u>Painting</u> – a further quote for the painting of the exterior of the building was tabled at the meeting. The quote was from Cake. It was agreed that the committee consider all quotes at the next committee meeting with a view to providing clear information to owners for the AGM. There was discussion about whether the painting should be decided at an EGM or at the AGM. The committee will consider this issue in more detail at the next committee meeting.</p> <p>d. <u>AGM</u> – The previous AGM was held in May 2018 and the committee will discuss finalizing a date for the AGM at the next committee meeting.</p> <p>e. <u>Next BCCM Date</u> Tuesday 19th March 2019, commencing at 6.00 p.m., BCA Ltd.</p>	
	<p>There being no further general business, the meeting closed at 8.00 p.m.</p>	