

KATE SHEPPARD BODY CORP 323230

Minutes of the 16th Annual General Meeting held of Kate Sheppard Apartments Body Corp 323230 held on Tuesday, 9th June 2020, at 5.30 pm at Loaves and Fishes at the Cathedral, Molesworth Street, Thorndon, Wellington.

PRESENT

Owners were present representing Apartments 3B, 3D, 3E, 3F, 3H, 4A, 4B, 4H, 4I, 4J, 4L, 5C, 5D, 5F, 5I, 6A, 6B, 6C, 6D, 6E, 6H, 6I, 6J, 7A, 7B, 7C, 7G, 7H, 7I, 8A, 8B, 8C, 8E, 8F, 8G, 8H, 8I, 9A, 9B, and 10A.

APOLOGIES

Apologies were received from the Owners of Apartments 4G, 3L, 4E, and 8D

PROXIES

Proxies in favour of the Chairman were received for Apartments 3L and 4E.

MINUTES OF ANNUAL GENERAL MEETING HELD ON 3RD APRIL 2019

RESOLVED: That the Minutes be approved as a true and correct record.

J Feast / R Paterson

ARISING FROM MINUTES

A comment was made that a leak still exists in 9B wall and is to be dealt with when the exterior re cladding is carried out. Also commented that such matters should not be minimised. Noted that the Website needs updating but it appears to not be regularly used. To be updated after the AGM with new Committee names and annual reports.

BODY CORP CHAIRMAN'S REPORT

The Chairman's Report was discussed with general comments relating to the Exterior Cladding arrangements to be left to later in the meeting when the Architects and Contractor will be present. It was noted that a decision had been expected on approval from the Insurance Company on funding but still not received. Money is being collected from Owners for double glazing so that the money will be available to be included in the Contract with funds to be provided by the insurance claim to cover all other costs. Some concerns were expressed about ensuring that the Insurance Funding will meet the total cost of the exterior re cladding and associated works with no risk of any costs to be met by the Body Corp.

RESOLVED: That the Chairman's Report be received

A Stewart / E Gee

APPROVAL OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JANUARY 2020

The Chairman referred to items in the financial statement in particular the Interest received on the money held towards the recladding.

RESOLVED: That the financial statements be approved.

A Stewart / A Patterson

BUDGET FOR ENSUING YEAR AND BODY CORP LEVIES

The Committee recommend there be no increase in the Body Corp Levies. It was noted that Levies have been kept at the same level since 2017 unlike most other Apartment Buildings. The surplus from the Interior Earthquake Repairs and Interest on the money held for the exterior recladding have help meet the high cost of insurance premiums.

RESOLVED: That the financial statement be approved, and Body Corp Levies remain at the current level.

A Stewart / M Weekes

APPROVAL OF TEN-YEAR MAINTENANCE PLAN

It was noted that there was an error in the additions on the last column of the Plan and the Chairman agreed to circulate an updated copy with the correct totals.

RESOLVED: That the Ten-Year Maintenance Plan be approved.

J Feast / R Paterson

AUDIT OF FINANCIAL STATEMENTS

The recommendation from the Committee that the financial statements not be audited was considered and discussed and after a number of attempts to approve or change the resolution the following resolution was passed

RESOLVED: That the Committee engage an appropriate person to verify the financials of the Body Corp for the ensuing year. D. Cochrane / R Oliver

APPOINTMENT OF BODY CORP CHAIRMAN

RESOLVED: That Alan Stewart be reappointed as Body Corp Chairman.

A Patterson / R Paterson

ELECTION OF COMMITTEE FOR THE ENSUING YEAR

Nominations were put forward for John Feast, Anne Patterson, Roger Paterson, Neil Britton, Martin Weekes, and Robin Oliver. Those being the only nominations they were confirmed as the Committee for the ensuing year,

MANAGEMENT COMPANY TO PROVIDE MANAGEMENT SERVICES IN PLACE OF A LIVE IN MANAGER

RESOLVED: That we continue with a Management Company while the recladding process is in place and subject to review after six months.

J Feast / N Britton

REPRESENTATIVES OF THE MANAGEMENT COMPANY

Justin Leonard, Cameron McLean, and Jonathan Bell joined the meeting and were introduced to the Owners present as representatives of the Management company with the main contact for day to day matters being Cameron McLean.

ADDRESS BY ARCHITECTS & CONTRACTS FOR EXTERIOR RECLADDING CONTRACT

Architects Andrew Wheatley and Michael Archer, together with representatives of Holmes Construction Tim Holmes and Graham Joy attended the meeting and outlined the procedures for the Contract to be carried out over the next two years. It will commence within fifteen days of signing of the Contract and to be carried out in three stages details of which were tabled. Various questions from Owners were answered with explanations provided. Noted that the contract would be managed by the Body Corp Chairman and all questions or concerns, unless on safety, must go through him.

GENERAL BUSINESS

There had been no items of General Business put forward as requested in the meeting notice for discussion and in view of the late time no general business was called for.

PRESENTATION TO RETIRING MANAGER GLYNIS CAMPBELL

A presentation was made to Glynis Campbell and her work over the sixteen years and was acknowledge with acclamation. She made comments on enjoying working with Owners and Tenants and Contractors over the years even if a little short at times due to the pressures of the job.

The meeting closed at 8.05pm

CONFIRMED this day of 2021

.....CHAIRMAN