

## **KATE SHEPPARD APARTMENTS BODY CORP 323230**

Minutes of the 19th Annual General Meeting of Kate Sheppard Apartments Body Corp 323230 held on Monday, 3<sup>rd</sup> April 2023, at 5.30pm in the Loaves and Fishes Room at the Cathedral, Molesworth Street, Thorndon, Wellington.

### **WELCOME**

The Chairman welcomed Owners to the meeting and also welcomed Richard Hall of Industrious Property Management and Gillian Blakely of Blakely Property Services.

### **PRESENT**

Present at the meeting were Owners of Apartments, 3H, 3I, 4A, 4B, 4J, 4L, 5D, 5F, 5G, 6A, 6F, 6E, 6H, 6I, 6J 7A, 7B, 7C, 7H, 8A, 8B, 8C, 8F, 8G, 8H, 9A, 9B and 10A.

Apologies were received from the Owners of Apartments 3G, 3L, 4I, 5E, 6F, 6B, and 6G.

The Chairman advised that there were six proxies for the meeting in favour of the Chairman and one in favour of M Sidoruk.

### **APPROVAL OF THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 4TH APRIL 2022.**

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

/ J Feast

### **BODY CORP CHAIRMAN'S REPORT**

The Chairman presented his report and referred to the major issue this year being the satisfactory completion of the Recladding Project.

RESOLVED: That the Chairman's Report be received. A Stewart / A Paterson

### **APPROVAL OF FIANCIAL STATEMENTS FOR THE YEAR ENDED 31ST JANUARY 2023.**

The Chairman presented the financial statements and commented on items in the financial statement, in particular the Special Levy charged during the year which was met by all Owners, the additional insurance charged following the revaluation of the building for the second half of the year, contribution to the Recladding Project which was much lower than had been expected with additional funds obtained from the Insurers exceeding the excess and timber remedial costs that we were to be charged for. A small surplus for the year carried forward to next year.

RESOLVED: That the financial statements be received. A Stewart / R Oliver

### **BUDGET FOR CURRENT YEAR AND BODY CORP LEVIES.**

The Budget for the year incorporates an increase in Body Corp Levies of 10% from 1st May 2023, a further Special Levy which had been paid for by all Owners, and provision

for the new membrane on the roof. Sufficient surplus to allow \$60,000 to be transferred for Maintenance.

RESOLVED: That the Budget for the year to January 2024, be approved together with the increase in Body Corp Levies for 10% effective from 1st May 2023.

R Oliver / R Patterson

### **TEN-YEAR PLAN**

The updated Maintenance Plan showing expenditure on the exterior of the building deferred having recently completed the upgrade and provision for carpet on Level 3 in the current year, was tabled and discussed.

RESOLVED: That the ten-year Maintenance Plan be approved. N Britton / M Sidourk

### **REVIEW OF FINANCIAL STATEMENTS**

John Feast outlined the reason why the Committee recommended that no Review or Audit be undertaken in the current year.

RESOLVED: That no Audit or Review be undertaken for the current years financials.

J Feast / A Patterson

### **APPOINTMENT OF BODY CORP CHAIRMAN**

The Chairman confirmed that as indicated at the previous Annual General Meeting he would not be standing again for the election. In the first Notice of the Meeting it was incorrectly indicated that John Feast would be standing but then noted that his nomination was for the Committee and not the position of Chairman.

It had since been corrected in a second Notice and indicated that Roger Paterson had agreed to accept a nomination at the Annual General Meeting. Roger had been on the Committee for twelve years but missed out in last years election and had continued to support with residents locked out etc.

RESOLVED: That Roger Paterson be elected as Body Corp Chairman.

N Britton / A Patterson

### **ELECTION OF COMMITTEE**

Six nominations received as the Committee for the ensuing year being John Feast, Rae Julian, Robin Oliver, Roger Paterson, Chris Roberts, and Martin Sidoruk. As Roger Paterson is now elected Chairman the remaining five were declared elected leaving one vacancy.

### **APPROVAL OF DELEGATION OF DUTIES**

The Chairman reported that the Committee had appointed Industrious Property and Blakely Property Services to jointly carry out the duties of Building Managers and Administration to commence immediately and that notice had been given to the Building Alive currently providing Management Services which would finish at the end of April. Mannie and Jessie able to assist with the hand over during the month.

The following Resolutions were passed to provide for the delegation of duties and new Bank Account signatories.

RESOLVED: That Owners approve the delegation of duties of the Body Corporate Chairman and Committee to the extent permitted under the Unit Titles Act to Gillian Blakely of Blakely Property Services Ltd for the Administration and Richard Hall of Industrious Property Ltd for Building and Accounts Management.

RESOLVED: That New Bank signatories to the Body Corp Accounts with Westpac be appointed being Gillian Blakely and Helene Rose-Innes.

A Paterson / R Oliver

### **ITEMS PUT FORWARD BY OWNERS FOR DISCUSSION**

#### Independent Seismic Report for the building

John Feast reported the Committee had considered the request and had decided not to proceed due to the quoted cost of \$46,000 and also the difficulty in obtaining a satisfactory assessment with different opinions from different Engineers. There was no objection from Owners on this discussion.

#### Proposal to close off Kate Sheppard Place through to Molesworth Street

Roger Paterson commented on the number of submissions that had been collected and put into the Council against the two-way cycle lane and the closing off of Kate Sheppard Place.

Martin Sidoruk advised that the Body Corp Committee had put in strong submissions and also referred to the new development to take place at the opposite end of Kate Sheppard Place which would further increase the amount of traffic and caused added congestion at the Murphy Street exit.

#### Roof Membrane Replacement and Warranties

John Feast updated Owners on the steps taken to date and further investigations are being carried out. It is hoped that flooding will identify leaks in the area under decks of 9A and 9B and they will be repaired under warranty by the company that installed the membrane. If not resolved consideration may need to be given to the rest of the roof.

### **GENERAL BUSINESS**

The Chairman thanked Martin Toland for his work in the garden on the right of way to the north of the building.

John Feast made a presentation of a \$500 garden voucher and a bottle of wine to the Chairman noting his work on behalf of Owners and long time serving in the position. Also, a bottle of wine for Janice Stewart.

A further presentation was made to Annie Patterson recognising her long-time service to the Committee from the outset and is standing down at this meeting.

The Chairman invited everyone to the Backbencher Bar at the conclusion of the meeting where the Committee have arranged some platters of food with Owners able to purchase their own drinks.

The Chairman declared the meeting closed at 6.50pm.

CONFIRMED..... CHAIRMAN