



**MINUTES OF THE 2024  
ANNUAL GENERAL MEETING OF  
J STREET BODY CORPORATE NO. 90482  
Held at Level 16, 49 Boulcott Street Wellington and via Zoom  
On Thursday 11 July 2024 at 12 noon.**

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Website: [www.ypm.co.nz](http://www.ypm.co.nz) "members login" Username: bc90482 Password: vhe756

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**1.0 Meeting Formalities**

**1.1 Present**

Wayne Wright (Chair) (1A, 2A, 2B, 3C, 3F, 4A, 4C, 7C,  
7F, 8C, 9D, 10A, 10C, 10D, 10E, 12A, 13A, 15A, 15C,  
16A, 17D)  
Graeme Waters (12B)  
Peter Miller (15D)  
Robyn Barnes (4E)  
Simon Moor (3E)  
Clement Lim (6D)  
Shaun Harvey (8E)  
Robyn Maunder (13C)  
Alex Pointon (14B)  
Steven Wong (14D)  
Philip Teague (7E)  
Angela Maslin (17B)  
Tom Pyatt (10f)- from 12.15pm

Manjit Singh (J Street Apartments)  
Ross Hanning (YPM)

**1.2 Apologies (apart from those who provided proxies or postal votes)**  
Unit 3D

**1.3 Proxies**  
Unit 5E & Unit 5F- Chair

**1.4 Postal Votes**  
Toni Evans (10B) in favour of all motions

**1.5 Quorum (20)**  
A quorum was present, and the meeting proceeded.

Wayne welcomed everyone to the meeting.

## **2.0 Previous Minutes**

### **2.1 2023 Annual General Meeting**

**Moved:** By ordinary resolution that the Minutes of the AGM held on 13 July 2023 as circulated, are taken as true and accurate.

**Chair/Graeme/carried**

### **2.2 Matters Arising from the Minutes**

None.

## **3.0 Body Corporate Management Committee**

Wayne spoke to his Chairs report as circulated.

**Moved:** By ordinary resolution that the Chairperson's report, as circulated, be accepted.

**Wayne /Steve/carried**

### **3.1 Election of J Street Chairperson and Committee**

Nominations for the Committee:

Angela Maslin (17B)

Wayne Wright (Chair)

Graeme Waters (12B)

Steven Wong (14D)

**Moved:** By ordinary resolution that those nominated be elected to form the committee.

**Chair /Peter/ carried**

**Moved:** By ordinary resolution that the minimum number of Owners required to form the committee is no less than three.

**Chair / Tom / carried**

**Moved:** By ordinary resolution that the number required for the quorum of the committee be three (3).

**Chair/ Phil/carried**

#### **Chairperson nominations:**

Wayne Wright was nominated and seconded; Wayne accepted the nomination.

**Moved:** By ordinary resolution that Wayne Wright be elected as Chairperson.

**Graeme /Steven / carried**

**Moved:** By special resolution that the body corporate committee shares the powers and duties of the Body Corporate and Chairperson that are allowed to be delegated.

**Phil / Chair /carried**

#### **4.0 Building Management**

##### **4.1 Building Manager's Report**

Manjit spoke to her report as circulated. Key matters noted:

Lifts replacement/upgrade is due and an initial quote from Ampco has been sourced who have indicated that they could do the job in April 2025 with a timeline of 12-14 weeks. A further quote will be sourced for consideration by the Committee.

The Security System upgrade did not occur during the last financial year but is now scheduled to be completed before the end of this year.

##### **4.2 Health & Safety**

Manjit confirmed that there were no accidents incidents or near misses to report for this reporting period.

#### **5.0 Finance**

##### **5.1 2023/2024 End of Year Financial Statements**

Ross spoke to the annual financial statements for the year ending 31 March 2024 as circulated.

**Moved:** By ordinary resolution that the annual financial statements for the year ending 31 March 2024 are approved.

**Chair/ Phil/carried**

##### **5.1 Appointment of an Auditor**

**Moved:** By Special resolution that the body corporate will not require the financial Statements for the year ending 31 March 2025 to have an audit, review, or a specific verification procedure.

**Chair/Steven/ carried**

##### **5.2 2024-2025 Proposed Budget**

Ross discussed the proposed 2024/2025 budget for the year 1 September 2024 to 31 August 2025 of \$825,322 as circulated

The meeting discussed the budget and noted that the insurance premium had been paid in one lump sum so the provision for financing the premium would not be required however the Security System upgrade had not occurred last year so the budget for that needed to be included in the 2024/2025 budget accordingly. Meeting decided that the Insurance funding provision should be reallocated to the security system upgrade budget but that the overall budget would not change.

**Moved:** By ordinary resolution that the proposed 2024-2025 budget of \$825,322 (excluding GST) and levy schedule be approved with monthly payments on the first day of each month by automatic payment, commencing 1 September 2024 and continuing until further notice.

**Phil/Chair/carried**

**Moved:** That pursuant to the provisions of Regulation 17 of the Unit Titles Regulations 2011, the body corporate gives its approval for the Committee to enter into all necessary obligations on commercial terms that will give effect to any expenditures provided for in the budget and long-term maintenance plan.

**Chair / Phil/carried**

### **5.3 Long Term Maintenance Plan**

The meeting discussed the Long-Term Maintenance Plan, noting that Cove Kinloch had been appointed to prepare a new 30- year plan which will shortly be presented for review by the Committee. Once approved, it would be circulated to all Owners and an EGM would then be called for the Body Corporate to review and formally approve the plan.

**Moved:** That the Long-Term Maintenance Plan be accepted.

**Chair /Steve/carried**

### **6.0 General Business**

None.

There being no further business Wayne thanked everyone for their attendance and declared the meeting closed at 12:53pm.