

MINUTES OF THE ANNUAL GENERAL MEETING

'On Point' apartments – BC553081

held on Tuesday, 23rd April, 2024 at 6:30pm in

The Sussex Room, the **Surrey Hotel, 465 Great North Road, Grey Lynn, Auckland**

Attendees:

Craig Hill (Chairperson)& Claudia Hill, G05 C Coleman, B01 H Borowceyk, B03 F Turner, G08 H Goulter, G06 Gary and Jenny Ramages(Proxy), G09 W Strand.

Body Corporate Manager Scotia Management Ltd(SML) & Building Manager, Malcolm Richard Ltd(MRL): Kylie Tucker and Matiu Taylor

A Quorum of 25%, or more, eligible votes for this meeting was met comprising of: Attendees: **6** Postal Votes: **2**, 207 R Aperia, 203 A Ball, Proxies: **4** G06 M Ramages to G & J Ramages, 206 J Sern to Warren Strand, 101 S Ashton to Craig Hill, 202 R Tutton to Kylie Tucker.

1. The Annual General Meeting was as follows:

- Minutes of the previous AGM – accepted as read. Moved – Claudia Hill, Second – C.Coleman, Carried – All.
- There were no Matters Arising from the Previous Minutes.
- Chairpersons Report. Craig Hill read his report.(attached). Main points raised – , The report was accepted Moved – Hamish G, Second – Gary R, Carried – All.
- Building Managers Report. Kylie Tucker read out the report. (attached) Main Points being – The damaged mail boxes will be sorted soon, contractors changed- new BWOOF contractor, minor sewage leak lead to pipe replaced, town house construction under way and project manager contact details provided, The BM Report was accepted. Moved Craig H, Seconded, Hamish B Carried – All.
- Finances - Kylie went through the Balance sheet, Aged payables, Aged receivables, The finance report was accepted. Moved – Warren S, Second Hamish G – Carried – All.
- Proposed budget, Main point – We may have a small surplus from insurance claims. any surplus will be applied the R and M budget rather than increasing budget. Defer building wash for this year, will go with every other year for now, removed Control Point as a contractor as contractors do not use it. Moved – Craig H, Second - Hamish G, Carried – All.
- Resolutions - See Below. Kylie read each resolution out.
- Resolution 1 – YES All in favour.
- Resolution 2 – YES All in favour.
- Resolution 3 – YES 11 NO 1
- Resolution 4 – YES All in favour.
- Resolution 5 – YES All in favour.
- Election of Officers – 6 members re-elected. 1 Not elected.

After a discussion prior to voting on the re-election of the Committee, it was agreed Committee Members must be able to attend a reasonable amount of meetings in order to hold a place on the committee. If situations change the Committee would look forward to Randall re-applying. The Committee looks forward to any Owner joining the Committee at the next AGM.

General Business

- Kylie discussed the new “Emergency Response Checklist” which is now in place should the the rare event of stormwater failure, as it did Auckland wide on Jan 27th 2023, or if we lost power to the building for a significant period of time. This Check List has step by step instructions, contractors names and numbers who can respond 24/7. The Building Managers will also have their own Operations Manual to refer to.
- The external car parks No. 12 and 13 are often used without permission. Cars parked without permission will be towed. The BM will price ‘No Parking’ signs to be made and installed.

- Neighbours to Onpoint mentioned the main foyer light is disturbing at night. The BM will look into finding a reasonable solution.

Kylie declared the meeting closed at 8pm

Postal Voting Form 2

Results AGM 2024

Resolution 1 – Attendees authorised to change Budget		<i>Special Resolution</i>
That the AGM Attendees are authorised to modify the 2024-2025 Budget before Accepting it. That attendees present at the Annual General Meeting may amend, and approve to accept, any items on the proposed budget on behalf of the Body Corporate.		
YES - ALL		
Resolution 2 - Debt collection		<i>Ordinary</i>
Resolution That the Collection Procedure Set out Below Be Applied. (a) That Scotia Management Ltd be authorised, at their discretion, to allow the prompt payment discount after the due date. (b) That, pursuant to s128(2) of the Unit Titles Act 2010 interest of 10% per annum will accrue and may be charged on any debt unpaid after the due date until the date of payment. (c) That the Body Corporate committee is authorised to instruct Scotia Management Ltd to recover any unpaid levies or other unpaid debt owed by a unit owner, together with interest and reasonable costs of collection where the debt has been outstanding for more than 28 days. (d) That the Body Corporate committee is authorised to instruct Scotia Management Ltd or debt collection agency of its choice, to make an application to the appropriate decision maker to recover any unpaid debt owed by a unit owner, where need be.		
YES - ALL		
Resolution 3 – Audit		<i>Special</i>
Resolution That No Audit or Review of the financial statements be carried out in accordance with the Unit Titles Act 2010, section 132, (8).		
YES - 11		NO - 1
Resolution 4 - General Delegation of Powers and Duties		<i>special</i>
Resolution That the Body Corporate shall indemnify the Committee and the Chairperson, for any liability incurred by either, in respect of any matter undertaken in good faith by them in exercise of their delegated powers for the Body Corporate, in terms of the Unit Titles Act 2010 ("the Act"). Agenda Page 1 of 13, 2 Without limitation to the above, the Body Corporate shall indemnify the Chairperson and/or the Committee for any liability incurred in respect of any certificate given in good faith under Section 147(3) (b) of the Act. That the duties of the Body Corporate Chairperson as set out in Regulation (11)1, sub-paragraphs (a) to (m) inclusive of the Unit Titles Regulations 2011 be delegated to the Committee. That, in accordance with the provisions of Section 108(1) of the Unit Titles Act 2010, all the powers and duties of the Body Corporate be delegated to the Body Corporate Committee, save those powers reserved to the Body Corporate by Section 108(2).		

YES - ALL	
Resolution 5 -	
<p>That the Body Corporate shall indemnify the Committee and the Chairperson, for any liability incurred by either, in respect of any matter undertaken in good faith by them in exercise of their delegated powers for the Body Corporate, in terms of the Unit Titles Act 2010 ("the Act"). Agenda Page 1 of 13, 2 Without limitation to the above, the Body Corporate shall indemnify the Chairperson and/or the Committee for any liability incurred in respect of any certificate given in good faith under Section 147(3) (b) of the Act.</p> <p>That the duties of the Body Corporate Chairperson as set out in Regulation (11)1, sub-paragraphs (a) to (m) inclusive of the Unit Titles Regulations 2011 be delegated to the Committee.</p> <p>That, in accordance with the provisions of Section 108(1) of the Unit Titles Act 2010, all the powers and duties of the Body Corporate be delegated to the Body Corporate Committee, save those powers reserved to the Body Corporate by Section 108(2).</p>	
YES – ALL	

ELECTION OF OFFICERS

Candidates for Election –			
Chairperson	Craig Hill	YES	
Candidates for Committee			
	Cheryl Coleman	YES	
	Hamish Goulter	YES	
	Warren Strand	YES	
	Randell Tutton		NO
	Frances Turner	YES	
	Hamish Borowczyk	YES	

Balance Sheet

BC 553081 On Point Apartments
As at 31 March 2024

31 MAR 2024

Assets	
Bank	
BC553081 Contingency	23,427.26
BC553081 Flood Account	11,788.42
BC553081 Trust Account	7,673.56
Total Bank	42,889.24
Current Assets	
Accounts Receivable	2,630.45
Total Current Assets	2,630.45
Total Assets	45,519.69
Liabilities	
Current Liabilities	
Accounts Payable	(45,761.36)
Rounding	0.80
Total Current Liabilities	(45,760.56)
Total Liabilities	(45,760.56)
Net Assets	91,280.25
Equity	
Accumulated Funds	133,359.44
Current Year Earnings	(42,079.19)
Total Equity	91,280.25

Income and Expenditure and APPROVED BUDGET 2024/2025 - BC 553081 On Point Apartment

For Body Corporate year 1st April 2024 - 31st March 2025

	Proposed Budget 24/25	
Income		
BC Levies	182604	
Interest Income		
Other Income		G
Total Income		
Levy Discount	18260	
Nett Income		
Operating Expenses		
Automatic Door Maintenance	1000	
Bank Fees	110	
Body Corporate Manager fee	12540	
Building Manager	17411	
Building Wash		
Cleaning - common areas	6300	
Compliance - BWOF	3000	
Contingency Fund	20000	A
Electricity	11500	
Fire Protection & Monitoring Services	7000	
Gardening and Lawn	3000	
General Expenses	1000	
Health and Safety	0	B
Insurance	51063	
Insurance - valuation	2000	
Intercom and Security	0	C
Long Term Maintenance Plan	2000	
Lift Maintenance	4000	D
Lift Phone	720	
Mechanical Ventilation	2200	E
Repairs and Maintenance	5000	
Special Projects	0	
Waste Management	11000	
Waste Disposal Pumps	3000	F
Water – Common	500	
Total Operating Expenses	164344	

A – based on amount suggested for this year by the LTMP

B – ControlPoint Visiting contractors would not use. Ended subscription

C – combine into repairs and maintenance

D - Lift was serviced after flood. Costs claimed on insurance.

E – Previous MV company was through Prestige. Roof access/heights cert needed but was not done previously

F – Includes stormwater cleaning and macerator pump cleaning. Does not include servicing.

G – Credits such as the Entrust dividend.

Building Manager's Report – Annual – April 2024 for OnPoint Apartments BC553081

The last Body Corporate year's day to day operations have gone as planned with no issues.

Flooding Insurance Claim - Post Jan 27th extreme rainfall event. Cheyne Construction have completed its works repairing and refitting affected areas of the building. We have a bit of landscaping to do then our claim will be closed.

Damaged Mailbox fronts – New fronts/doors have been acquired and the damaged ones will be replaced shortly.

Contractor changes – After an investigation by Dick, we have moved our Compliance contractor from Prestige to Twelvea. The previous Mechanical Ventilation contractor was aligned with Prestige and we had to replace them. Although some prices are higher we are more confident the job complies with our requirements.

Sewer repair – A minor pipe repair in the garage was undertaken without incident last week. Thank you for your patience.

Owners/Renters – We have a good mix of both owners and renters in the building. 60% owner occupiers and 40% rentals.

Townhouse Construction - has started on the townhouses next door at 13 Walmer Rd. This is expected to take 12 months. BCG Construction, Allen Song is the Project Manager, A letter from BGC is available at the noticeboard on the ground floor with his details.

Regards,
Kylie Tucker and the MRL Team

kylie@malcolmrichard.co.nz
022 043 5228



E&OE

ON POINT Chairmans Report April 2024

Firstly I would like to thank the BC Committee (BCC) and Scotia management for their diligent work in managing what was a testing year at OnPoint. The post flood repairs were an inconvenience for everyone, the basement apartments needed to be completely stripped and rebuilt, the storage lockers all needed to be partially striped to dry the wet framing and the lift was out of action for many weeks. Scotia have done a great job managing the trades, the insurance company and all of the related issues.

Following the last AGM in April 2023, the BCC went to market to find an stormwater specialist to provide us with an assessment of our existing stormwater solution and provide us with recommendations on any changes that we should make to our stormwater management. After assessing the fee proposals that we received from three companies we opted to proceed with Fraser Thomas. Fraser Thomas has provided us with a comprehensive report which we have reviewed and we are currently looking into some of their recommendations. Once we have a clear understanding of which recommendations are the most practical and provide real long term benefit, we will report back to the BC with costs and recommendations.

Key points from the report are,

- The storm water solution that was installed at OnPoint complies with all council regulations for 50 & 200 year rain events.
- The Council signed off on the storm water solution and its installation.
- One of the easiest and most cost effective things we can do is to simply change the size and position of the speed hump at the top of the drive so that it prevents water coming down the drive in the event that the council storm water system becomes overwhelmed.

Other points that need to be understood which were not included in the report are,

- The rain event that caused the flooding in Auckland on 27 Jan 2023 was “at least a 1 in 200 year event” and Jan 2023 was Auckland’s wettest month in recorded history.
<https://niwa.co.nz/news/auckland-suffers-wettest-month-in-history>
- Thanks to ongoing work by the council, large areas of Point Chevalier have now had their storm water separated for the sewage system and this has increased stormwater capacity in the suburb. <https://www.aucklandcouncil.govt.nz/environment/looking-after-aucklands-water/managing-growth-our-stormwater-network/Pages/stormwater-and-waterway-projects.aspx>
- One of the largest contributors to the flooding was the water that was flowing into OnPoint from 13 Walmer, this property is now being developed and a comprehensive stormwater solution is being installed which should greatly reduce water flow from that property onto our property.
- Our building insurance cost has gone up but not because of our flood damage.

Moving onto the budget. There have been a number of price increases due to inflation but the two big ticket items are the building insurance which has gone up significantly and the scheduled increase in the contingency contributions. The increase in the insurance costs are not unexpected, it is an increase that all apartment buildings are facing and it is not due to our flood damage. In an effort to try and mitigate some of the cost increases we have opted to transfer any remaining money from the insurance claim into the contingency fund and skip the building wash this year. There is a large amount of construction happening around us over the next 8 – 12 months and it is the BCCs