



**MINUTES OF THE 2023
ANNUAL GENERAL MEETING OF
J STREET BODY CORPORATE NO. 90482
Held in the offices of YPM Ltd
Level 16 49 Boulcot Street Wellington and via Zoom
On Thursday 13 July 2023 at 12 noon.**

Website: www.ypm.co.nz "members login" Username: bc90482 Password: v4y54wt

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)
Frank Wall (9A & 9B)
Graeme Water (12B)
Peter Miller (15D)
Robyn Barnes (4E)
Zane Gilmour (17B)

Simon Moor (3E)
Clement Lim (6D)
Shaun Harvey (8E)
Robyn Maunder (13C)

Manjit Singh (J Street Apartments)
Gillian (YPM)

1.2 Apologies (apart from those who provided proxies or postal votes)

Unit 3D
Unit 14D

1.3 Proxies

Unit 5D - Chair

1.4 Postal Votes

Toni Evans (10B) in favour of all motions

1.5 Quorum (20)

The quorum was achieved, and the meeting proceeded.

Gillian welcomed everyone to the meeting.

2.0 Previous Minutes

2.1 2022 Annual General Meeting

Moved: By ordinary resolution that the Minutes of the AGM held on 14 November 2022 as circulated, are taken as true and accurate.

Frank / Graeme/ carried

2.2 Matters Arising from the Minutes

None.

3.0 Body Corporate Management Committee

Wayne took his report as read.

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

Frank / Manjit / carried

(Zane joined the meeting at 12:09pm).

3.1 Election of J Street Chairperson and Committee

Nominations for the Committee:

Angela Maslin (17B)

Wayne Wright (Chair)

Graeme Waters (12B)

Hawa Matthews (3D)

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

Chair / Robyn / carried

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

Chair / Manjit / carried

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

Frank / Manjit / carried

Chairperson nominations:

Frank nominated Wayne Wright; Wayne accepted the nomination.

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

Frank / Robyn / 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.

Manjit / Chair / carried

(Peter joined the meeting at 12:15pm).

4.0 Building Management

4.1 Building Manager's Report

Manjit spoke to her report as circulated. Additional points of note

The building work was completed and was under budget by \$17,000.

The fire panel needs replacing and the estimated cost is \$85,000.

As per the Unit Titles Amendment Act which came in to effect on 9 May 2023, all long term maintenance plans must cover a 30 year period. Cove Kinloch have provided a quote for the preparation of a new LTMP. The quote is \$3,611 + GST.
The meeting decided to accept Cove Kinloch's quote.

Moved: That the Body Corporate accept Cove Kinloch's quote of \$3,611+GST for preparation of a LTMP.
Chair/Frank/Carried

There are windows in the building which continue to whistle. It was asked if there was a side of the building which was worse than the others. Manjit advised that the Western side of the building is not as bad. The hardware of the windows needs to be replaced as they are not closing properly.

Manjit will look into options and propose solutions to the Committee.

Moved: That the Building Management Report be accepted.
Chair / Robyn / carried

4.2 Health & Safety

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

5.0 Administration & Finance

5.1 2022-2023 End of Year Accounts

Gillian spoke to the financial report from 1 April 2022 to 31 May 2023.

Moved: By ordinary resolution that the annual financial accounts for the period 1 April 2022 through to 31 March 2023 be accepted.

Chair / Manjit / carried

5.1 Appointment of an Auditor

Moved: By Special resolution that the body corporate will not require the financial accounts to 31 March 2024 to have an audit, review, or a specific verification procedure.

Frank / Robyn/ carried

5.2 2023-2024 Proposed Budget

Gillian presented the proposed budget.

The meeting discussed the budget and accordingly:

Moved: By ordinary resolution that the proposed 2023-2024 budget of \$721,734 (excluding GST) and levy schedule be approved with monthly payments on the first day of each month by automatic payment, commencing 1 September 2023 and continuing until further notice.

Frank / 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 / Frank /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 3 year plan.

Moved: That the Long Term Maintenance Plan be accepted.

Chair / Manjit/carried

6.0 General Business

None.

There being no further business Wayne thanked everyone for their attendance and declared the meeting closed at 12:49pm.

Signed
Chairperson

Date