

## AGM MINUTES

### Confidential to Owners

**Body Corporate 133633  
10 Dent Place, Papakura  
Annual General Meeting**

Held: 12:00pm, 1<sup>st</sup> November 2018 (5 Triton Drive, Rosedale, Albany)

**Meeting Opened: 12:05pm**

### **1. Attendance, Apologies and Proxies**

**Units Represented:**

Bob & Liane Leeming (Units C)  
Bruce Westbrooke (Unit A)

**Secretary:**

Chris Sheehy (Centurion Management Services Ltd – Secretary)

### **2. Minutes of Previous General Meeting and Matters Arising**

The meeting reviewed the Minutes of the previous meeting. There were no matters arising.

**Motion 1:** (Liane/Westbrooke)

That the minutes of the previous meeting be accepted as a true and accurate record.

*Carried Unanimously*

### **3. General Business**

**Tenants & Rubbish on Site:**

The meeting discussed the current condition of the site. It was agreed that there had been some rubbish issues in the past from tenants leaving pallets and other rubbish items on and around the Common Area. Owners agreed to keep an eye on the situation and notify the Body Corporate Secretary if the issues progresses.

**Vector Power Transformer:**

The meeting noted that there was a new transformer installed near the site boundary line. It was agreed that Owners were unsure if this transformer was in fact on the Body Corporate land. Owners agreed to investigate further and then report back to the Body Corporate Secretary.

### **Repainting Car Parking Lines**

It was noted that the line marking had been resprayed last year as planned.

### **Building Wash**

The Secretary presented a building wash quote from DNA Housewash Ltd. Owners agreed to accept the quote and get the building washed as soon as possible. The Secretary will advise all owners of the date and time of the building wash.

## **4. Review of Financial Statement**

The Secretary presented the accounts and answered questions raised.

### **Motion 2:** (Liane/Westbrooke)

That the Financial Statement be accepted as a true and accurate record and that the deficit of -\$1,265.00 be carried forward to the following year.

*Carried Unanimously*

### **Motion 3:** (Liane/Westbrooke)

That no audit of the financial accounts for this or the upcoming year be undertaken unless deemed necessary by the incoming Owners Committee.

*Carried Unanimously*

## **5. Consideration of Proposed Budget**

The proposed Budget was presented and considered. It was agreed by owners that this year's budget would have a zero percent increase from last year's budget.

### **Motion 4:** (Liane/Westbrooke)

That the proposed budget be approved with the following changes; C1-Building R&M Fund be reduced to \$5,000 from \$5,800.

*Carried Unanimously*

## **6. Election of Committee and Chairperson**

### **Motion 5:** (Westbrooke/Liane)

That all owners be elected to the 2018/2019 Owners Committee and that quorum will be a simple majority.

*Carried Unanimously*

### **Motion 6:** (Westbrooke/Liane)

That Liane Leeming be elected Chairperson of the Body Corporate until the next held AGM of the Body Corporate.

*Carried Unanimously*

- Owners were thanked for their attendance.
- **Meeting closed at: 12:35pm**