

## **MINUTES OF AN EXECUTIVE COMMITTEE MEETING THE OWNERS - BODY CORPORATE 90202**

### **ADDRESS OF THE BODY CORPORATE SCHEME:**

Village Gardens, 16 Rototuna Road, Flagstaff, Hamilton, 3210

**DATE, PLACE & TIME OF MEETING:** A meeting of the Executive Committee of The Owners - Body Corporate Plan 90202 was held on 26 March 2024 at The Clubrooms Village Gardens 16 Rototuna Road.

### **PRESENT:**

Lot #	Unit #	Attendance	Owner Name
59	54	Yes	Ian Turnbull
22	22	Yes	Sharon Dunnet
5	5	Yes	Joy Stringer
62	62	Yes	Allan Brickland
11	11	Yes	Shirley Jurgens
45	46	Yes	Elizabeth Muir
60	53	Yes	Noeline Head

### **CHAIRPERSON:**

Ian Turnbull

### **BODY CORPORATE MANAGER:**

Jane Kelly

Danielle Hook attended the meeting on behalf of Jane Kelly.

### **Minutes of the meeting:**

#### **1 PREVIOUS MINUTES**

Resolved that the minutes of the last Committee Meeting on 27 February 2024 be confirmed as a true record of the proceedings of that meeting.

**Moved: I Turnbull**

**Seconded: N Head**

**Carried**

#### **2 MATTERS ARISING**

Update on the hall lintel repair - Alan from Beam has completed the structural plans and sent these to the council to start the consenting process. Brian has offered to continue working with Alan on this, the committee have approved this but the committee do need to see and approved all quotes regarding this work.

### 3 FINANCIALS

Statement of Financial Position as at 26 March 2024:

Admin	\$89,642.30
Sinking	\$226,137.96
Social Club as at 22.03.2024	\$526.17

Resolved that this be accepted.

**Moved: I Turnbull**

**Seconded: L Muir**

**Carried**

### 4 ACCOUNTS

Reimbursement to Shirley for garden supplies - \$98.88

Reimbursement to Brian for library shelf repair and strengthening - \$195.64

Reimbursement to Brian for bait for rat trap stations - \$68.43

Reimbursement to Brian for van registration and re-calibrating engine computer unit - \$115.00

### 5 CORRESPONDENCE

- Letter from resident regarding the sale of the larger leaf blower - recommends that the leaf blower is not sold as it can be converted to a straight blower by removing a part, this also makes it lighter and easier to use. This can then be used to clear the roads, pathways, and other common property instead of residents using their own equipment. Committee agreed to keep it.
- Letter from resident regarding the unit roof repairs - finds it very concerning that the roof needs repairs, is this work urgently required? - this work is not urgent but something that will need to be done in the future and the Village need to plan for this. More quotes are to be requested, the contractors need to check all roofs, detail what is required, what it will cost and how urgent the work is. Quay Body Corporate is to seek 2 more quotes with these details.
- Request from unit 16 to install a pergola in the rear patio area - Quay Body Corporate is to contact the surrounding neighbours for approval, and to advise owner once this approval has been given.
- Request from unit 43 to change sections of their fence from the trellis to the same fencing at the front of the Village, this would be two sections facing units 50 & 51, and the section facing unit 42. This is to be done at the owners expense - committee approved.
- The speed bump at the entrance has lifted, Eddie is going to have a look at this.

### 6 GENERAL BUSINESS

The following general business was discussed:

- Suggestion to add a piece in the newsletter to express thanks to the previous committee members and those doing extra things around the Village - this was done in the chairperson report supplied with the AGM agenda.
- Big thanks to Laurie, Brian, Garry, Eddie and Ian for everything they do for the Village.
- Further discussion on utilizing the skill sets already in the Village - suggestion that in the next Village questionnaire a section could be added for residents to advise of any skills they would be willing to have utilized within the Village. Could also add a section for residents to add any suggestions they have regarding raising funds for the Village.
- Suggestion that another Fair/Gala is put on to raise money for the Village, the last time this was done a couple years ago it was very successful.

- Road marking update - Eddie is currently working on completing this. The paint ordered should be enough, however if more paint is needed to complete the job the committee has approved for this to be purchased.
- Discussion around confidentiality with the list of names for vaccinations - by putting down your name on this list and selecting the options needed you are allowing others writing their name down to see this information, however if anyone is concerned and doesn't want to list their name they could approach Ian directly the next time this is arranged.
- Name tags - as they are no longer used regularly the committee has decided to remove them, if you have any at home you no longer want please return them to the hall.
- Life Tubes - personal and emergency details that are written and stored in the fridge for emergencies. Liz will go around and distribute these to any units that don't have one.
- Idea was also put forward for ones to have an emergency bag with clothes, toiletries, etc that can be easily grabbed if you are being taken to hospital or in another emergency situation.
- Emergency keys were given to new committee members, please remember that the spare keys must be returned and kept at the hall so they are available for use in an emergency.
- Discussion on gate options for the entrance - Shirley is going to call a contractor to get some ideas of what can be done and any quotes they can supply.

Updated unit representatives:

Joy:	Units 1 - 10
Shirley:	Units 11 - 20
Sharon:	Units 21 - 30
Allan:	Units 31 - 40 (+62)
Liz:	Units 41 - 50
Noeline:	Units 51 - 61

**CLOSURE:** There being no further business, the chairperson declared the meeting closed at 05:15 PM.

The next committee meeting will be held on Tuesday 23 April 2024 at 4pm.

Please note that our Body Corporate Team have been rebranded to Quay Body Corporate, you will notice a change in our branding and our email addresses, everything else will remain the same.

You can contact Jane at [jane.kelly@quaybodycorporate.co.nz](mailto:jane.kelly@quaybodycorporate.co.nz), or her assistant Danielle at [danielle.hook@quaybodycorporate.co.nz](mailto:danielle.hook@quaybodycorporate.co.nz).