



**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 22/08/2023 at The Clubrooms Village Gardens 16 Rototuna Road.

**PRESENT:**

Lot #	Unit #	Attendance	Owner Name Representative
59	54	Yes	Ian Turnbull
32	32	Yes	Jill Flemming
35	35	Yes	Wayne Fellingham
9	9	Yes	Brian Dixon
11	11	Yes	Shirley Jurgens
45	46	Yes	Elizabeth Muir
60	53	Yes	Noeline Head

**CHAIRPERSON:** Ian Turnbull

**BODY CORPORATE MANAGER:** Jane Kelly

**Minutes of the meeting:**

**1 PREVIOUS MINUTES**

Resolved that the minutes of the last Committee Meeting on 25/07/2023 be confirmed as a true record of the proceedings of that meeting.

Moved: I Turnbull

Seconded: B. Dixon

Carried

**2 MATTERS ARISING**

- Update on garden bin area - Brian is reluctant to use a digger to remove existing concrete. He thinks it would be better to dig up concrete ourselves by hand and just get Coker Concrete in to pour a new concrete pad. This is still work in progress.
- The repairs to the water pipes and concrete between units 31 & 32 is work in progress.
- The fence behind unit 7 is repaired. Brain has done some extra work on the fence to stop it from rotting at the bottom as quickly.
- The moss has been removed from spouting at unit 62.
- The hall lintel is still a work in progress. Plans have been received from Hamilton City Council.

### 3 FINANCIALS

Resolved that the financials presented on the year to date position below be accepted.

Statement of Financial Position at 22/08/2023:

Admin: \$ 137 052.94

Sinking: \$ 187,408.66

Social Club as at 20/08/2023:

Balance: \$ 279.39

Petty Cash: \$ 174.00

Reimbursements to Brain for supplies \$104.94 and \$155.43 accepted.

Moved: I Turnbull

Seconded: E Muir

Carried

### 4 CORRESPONDENCE

- An application was received from Unit 39 for a ramp to be installed at the front door of the unit. The application is approved so long as the rail and ramp are not attached to the unit itself, just the concrete.
- Unit 48 left a note that there is grass growing out of the gutter - Brian will get this sorted.
- A note was received from a resident in relation to the concrete repair out front of the hall - this job is on hold currently.

### 5 GENERAL BUSINESS

The following general business was discussed:

- The front fence has still not been rectified. Jane will write to Unit 1 do advise her that the contractor has until 5pm on Friday 25 August 2023 to complete the repairs.
- Once the pink folder is up to date it will go to Jane to input into electronic form for easy updates and reprinting purposes. If the committee members have updates or anything to add they should email Jane and she will start compiling an electronic copy of the pink folder with the help of Ian.
- Discussion held on the proposed levy to be effective 1 February 2024. This is to be presented to the residents at the September EGM.

**CLOSURE:** There being no further business, the chairperson declared the meeting closed at 05:25 PM.

Next Committee Meeting Tuesday 26th September 2023 @ 4:00pm.