

## Hunter Court Body Corporate

### MINUTES OF THE 2016 ANNUAL GENERAL MEETING HELD AT THE OFFICE OF ROBERTSON FULTON LTD, 103 LONDON STREET, HAMILTON, ON THE 14<sup>th</sup> DAY OF DECEMBER 2016 AT 5.30 PM

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#### PRESENT:

Present at the meeting were the owners or representatives of apartments 1, 2, 3, 4, 5, 6, 8, 9, 10, 11, 12, and Keith Robertson.

Keith welcomed everybody to the 2016 AGM. Those attending went around the table and introduced themselves given there were a number of new faces present.

1. **Motion:** *Keith Robertson to chair the meeting - carried.*
2. There were no proxies presented at the meeting & apologies were received from Rosemary Symes – Units 5, 9, 12.
3. Keith summarised the Minutes of the 2015 Annual General Meeting held 15 October 2015 after owners had been sent these recently. Keith confirmed as usual the Financial Statements were discussed, contributions to long term and current financial commitments, and also the tasks for the future.

**Motion:** *The minutes of the 2015 Annual General Meeting be taken as read and adopted as a true and correct record of the meeting - carried.*

4. 2016 Financial Statements. Keith pointed out that the income comes in two parts, one into the operation account showing \$41,401, and one into the long term maintenance account showing \$15,000 as being income on page 2. There were no outgoings from the long term maintenance account and with interest added \$16,266 was the surplus in that account. From the operations account there was \$306 worth of interest received and \$34,872 worth of expenses leaving a surplus of \$6,835 and a total operating surplus for the year of \$23,101. The wealth of the Body Corporate increased from \$30,932, up to \$54,033 as a result of this.

**Motion:** *The 2016 Financial Statements as supplied show Net Assets of \$54,033, Long Term Maintenance Fund of \$43,786, Operational Cheque Account of \$5,659, and the Contingency Fund of \$12,478 be adopted. - Carried*

5. Long Term Maintenance Plan Update. Keith discussed the long term maintenance plan which was a plan created by Cove Kinloch in 2012.

The plan came from a review of the premises at Hunter Court and the "experts" opinions as to what work had to be carried out on that property over the next 10 years. The plan was costed by Cove Kinloch and it is suggested that the Body Corporate follows not only the plan for work to be done but save for the costings which are indicated in the plan.

Keith pointed out that substantial work was carried out at the start of the plan fixing carport roofs etc. so the plan basically now comes down to saving for the driveway and the painting of the building. There is sufficient funds in the long term maintenance bank account and to be collected in the long term maintenance contributions over the remaining period of the plan to meet the needs as costed and therefore it was suggested by Keith that the contributions to the fund of \$15,000 per annum remain on the basis that there appears to be no other work to be done around the premises not noted in the plan.

***Motion:*** *Maintain the Long Term Maintenance Plan annual contributions at the same fee within the current monthly contributions, i.e. \$15,000 p.a. in total. - Carried*

6. Keith pointed out in the Financial Statements the collection of operations levies of \$41,401 and expenses of \$34,872 did show a surplus this year of \$6,835. The budget for the year to 31 March 2017 shows a small deficit of \$1,671 after paying the remaining principal off the loan to Steve Walters for the fence advance some years ago. Keith suggested that while there was a slight deficit here, there is approximately \$18,000 in the operation and contingency bank accounts and therefore this deficit would be only making a small dent on that should the deficit actually turn out to be this figure. On this basis Keith suggested no increase in the operational monthly levies this year.

***Motion:*** *That operational levies remain unchanged.- carried*

7. There were no suggestions for chairperson prior to the meeting or at the meeting and accordingly no chairperson was appointed.
8. There were no suggestions for committee from the floor or from documents prior to the meeting and accordingly no committee was appointed.
9. Keith discussed the role of an auditor and the members felt it was not warranted to have an auditor for the 2016 or 2017 year.

***Motion:*** *That no auditor be appointed for the current and ensuing years. - carried*

10. Other business was discussed. In the main the installation of fast fibre to the complex. While the owners saw the merits in fast fibre being

installed into the complex the proposed installation plan put forward by Ultra Fast Fibre was certainly not attractive and it was suggested that Keith look for an alternative option of installation where there was less visual impact on the building with all the cables. While this may involve a consultant to review the initial plans and this will be at a cost it was felt that the building warranted a better attempt at wiring than what has been suggested.

***Motion:*** *That owners agree to have fast fibre installed in the complex. – not passed.*

***Motion:*** *Keith will look at engaging a consultant for an alternative plan and report back to members. – carried.*

Other matters of general business were that Keith was going to talk to the gardener to get her to have another look at the effort she was putting in, pot holes in the drive need looking at, the removal of the bottom (old wooden pool fence) and possibly turn that into a seat, and installing a small pool ladder into the shallow pool was also discussed and agreed to move forward on.

The meeting concluded at 6.45p.m.

**KEITH A ROBERTSON**  
**Secretary**  
**Hunter Court Body Corporate**