MINUTES OF THE COMMITTEE MEETING OF SEACREST RESORT BODY CORPORATE held on Thursday 12th December 2024 at 4:00pm in the Pool Room, Seacrest Resort, 200 Papamoa Beach Road, Papamoa

1. PRESENT

Trevor Arthur (Manager), Michael Elrick (Chairperson), Mavis Fowke, Leanne Hallows, Milly Hazelwood, Don McInness, Helen de Montalk
Resolution: That a quorum is confirmed.
Proposed: Michael Elrick, seconded Don McInness.

2. APOLOGIES

Robyn Preston-Smith -The Body Corporate Chair (2019) Ltd (Seacrest Body Corporate Secretary)
Haydon Wright (Unit #39) had requested to attend as an observer but did not attend.

3. MINUTES OF PREVIOUS COMMITTEE MEETING

Resolution: That the Minutes of the previous Extraordinary Committee Meeting (EGM) on 12th September 2024 were recorded as a true and accurate record of the meeting.
Proposed: Mavis Fowke, seconded Trevor Arthur.

4. MATTERS ARISING FROM PREVIOUS MINUTES

The main resolutions from the EGM were;

- Smith Painters were confirmed as painting contractor
- A special levy of $1,000.00 per unit is to be raised
- The colour chosen remains as previously agreed as Cossack Rock.

The painting has now been completed and a final inspection done.
Many thanks to Trevor (Manager) and Don for their time and energy coordinating this work.

5. CORRESPONDENCE

There was no correspondence in or out.

6. ONSITE MANAGER'S REPORT – December 2024

Trevor (Manager) summarised the resort painting. It took 5 weeks as expected with no major issues. Everyone agreeing that the hard work, care to detail and flexibility of the painters was appreciated.

It was suggested that Robyn will hold $5,000 retention until 20th January 2025 which gives us and the painters 6 or 7 weeks to deal with any issues. There was a discussion as to whether we should be doing that as it wasn't in the contract, but it is common industry practise, and Trevor (Manager) will ask Robyn (BC Secretary) to advise.

The final inspection was carried out by Smith's foreman, the Dulux representative, Trevor (Manager), Don and Michael on Wednesday 11th December. Minor issues were noted and have been addressed. There was discussion about what the painting specifications were and whether they had been followed. Don will supply Michael with the specifications who will distribute them with these notes.
It was agreed that the specifications had been followed.
Action: Michael to send out a copy of the painting specifications.

During the course of the painting there were a range of faults found with the original paintwork. The recent painting should have none of those faults.

There was discussion as to the effectiveness of the Graeme Marshall inspection of the woodwork prior to painting. The inspection proved to be a waste of time with multiple issues found once painting had started that should have been noted by the inspection. At the time it seemed a good idea, but a learning

from this is that any future painting contract should include the ability for the painters to have access to a joiner to correct any issues as they paint.
There was no expectation that the units who paid $35 and $60 for the inspections, but later found issues, will be refunded.
Action: Michael to give feedback to Robyn

Two buckets of paint have been left with Trevor (Manager). He will keep these at his villa and anyone requiring paint should request it from him. Note that there is writing on the lids as to what woodwork the paint is for.

Trevor reported that there had still been no issues with the repaired front gate.

Trevor reported that the pool re-grouting has been good.

Resolution: That the Manager's report is accepted.
Proposed: Helen de Montalk, seconded Don McIness.

7. HEALTH & SAFETY

Trevor (Manager) reported that there were no health and safety issues.

Resolution: That the Manager's Health & Safety Report is accepted.
Proposed: Helen de Montalk, seconded Don McIness.

8. FINANCIAL REPORT

Robyn had sent copies of the various financial reports to committee members prior to the meeting.
It was noted that fees have gone to the '000' account instead of the '025' account. There will be a transfer required.
The onsite manager's expenses only include petrol of $54.51
There was no 'Customer Aged Analysis report' which includes details of any units that are behind in payments, however the main account aggregated value for fees appears normal. Michael to ask Robyn for a copy of this report.
Action: Michael to request the 'Customer Aged Analysis report' from Robyn
Summary balance of accounts as of 12/12/2024
Trevor's management expenses: $54.51
Bank account 000 (Seacrest) balance: $26,637.92
Bank account 025 (Seacrest contingency) balance: $10,381.36

Resolution: That the Financial Reports shall be approved.
Proposed: Don McInnes, seconded Helen de Montalk

9. GENERAL BUSINESS

There was a robust discussion regarding the Christmas function, being held in the Pool house on 22nd December as the invite stated that the pool would be closed from 11am – 4pm.
The pool closure was requested from the Social Committee via Trevor who, as the resort manager, agreed to the closure on the grounds of possible Heath and Safety issues as there will be live entertainment at the poolside requiring power with the possibility of water being splashed on equipment and power leads.
Others felt that the pool is for the use of all unit owners and their guests, who may not wish to attend the function, and that although the Pool house can be reserved, the pool cannot be closed. Also that 22nd December is likely to be a busy time for pool use. The pool has never been closed, except for maintenance, since Seacrest opened.

After much discussion it was decided that the Christmas function would be a good social event that would get people together and that the innovation of live music was a good thing. In future the Social committee will consult with the Body Corporate regarding things, such as pool closures, that affect all units. Leanne will create signage for the pool gates advising that the pool will be open Sunday 22nd 7am-11am and 4pm – 9pm, ideally by Sat 14th December, so that people have time to plan around the function.
Action: Leanne will create pool gate signage.

It was noted that the Body Corporate minutes of meeting folder kept in the Pool house had not been updated.
Action: Michael to update the folder.

There was discussion about the resort road and the fact that some of this year's sealant is flaking off. The history of the original chip laid, and the measures taken to seal it, using industry best practise, were detailed. The coating has many functions. One is to penetrate any cracks so that no road damage occurs due to the weather and use, the other to provide a uniform surface. It is believed that the sealing of cracks has worked even with some surface flaking. Don will arrange with the supplier to visit Seacrest and get advice.
Action: Don to contact the supplier for a possible visit to Seacrest and advice

Michael will create an end of year newsletter containing reminders of the Seacrest rules to be distributed by email or delivered to unit letterboxes.
Michael will base it on Mavis' previous newsletter. Things to include were discussed such as returning any tools borrowed from the shed; returning garden bins after use; no parking being allowed on the shelled area; and the pool closure for the Christmas function

There was discussion as to how much an automatic exit for cars for the front gate would cost. This would mean that guests or other vehicles such as ambulances leaving Seacrest would not require to enter a code at the keypad. A 'zapper' or the code would still be required to enter Seacrest.
Action: Trevor (Manager) will find out what is possible and the costs.

There was discussion about the need for a unified paint colour scheme, as we currently have, and whether a choice of colours could be a future option. This would still need to have rules as to colours, placement and so on. This would best be raised at the AGM after some investigation into how other resorts manage this. No action to be taken as yet.

The Social Committee will look into a working bee to fund and action the painting of the pool side pergola. This will wait until March.

It was noted that the operational rules had not been updated for years. Michael will send out the current version of the rules for Committee members to read and suggest changes and additions. Any changes we want to make would then be run past Robyn for her experienced advice and legal opinion. The current version is not dated nor has a version reference but was produced after 2011 as the title page says "These Rules are to be read in conjunction with the Rules prescribed in the Unit Titles Act 2010 and Regulations 2011."
Action: Michael will attach a current copy of the operational rules
Action: Everyone will look through the rules and give any suggestions back to Michael, who will collate them.. There is no cutoff date for comments but ideally before the next meeting. If anyone has a later version of this document please let Michael know.

During the meeting several points were raised regarding Body Corporate committee members feeling that they were not included in some decision making. Others felt this was incorrect and certainly had not been deliberate. Most of these involved actions where members had volunteered to do a function, usually at short notice, to get something progressed, such as arranging painting meetings, repairing items and the likes.
Another point raised was aspirations for Seacrest versus budgets.
The expression of opinions was useful, though, for all members to be aware of these feelings and endeavour to include the other members.

10. NEXT MEETING

The next meeting is tentatively set for Thursday 13th March 2025 at 4:00 pm at the pool room, Seacrest resort.
Action: Committee members to confirm that this date is acceptable by Thursday 13th February 2025.

Meeting closed at 6 pm.