MINUTES OF THE ANNUAL GENERAL MEETING OF BODY CORPORATE S.90272 Seacrest Resort to be held at 10.30am on Saturday 31st May 2025 in the Poolroom, Seacrest Resort, 200 Papamoa Beach Road, Tauranga

Present/Registered: Trevor Arthur (46), Ray & Tinka Mushett (22), Marion Aitken (21), Doug Slater & Anne O'Connell (32), Toni Mills (14), Raewyn Stewart (40), Jolene Keys (20), Yiannis Bourhas (20), Melanie Stewart (35), Bernadette Campbell (13), Clare & Tony Gordon (34), Dale Megson (26), Raewyn Mills (38), Dora Bardell (19), Pat Pamment (9), Jocelyn Byrne (28), Paul Grunwell (20), Celeste Henderson (31), Kate Flanagan (15), Robin & Avril Grigg (2), Ray & Mavis Fowke (8), Don McInnes (1), Ian & Leigh Motion (44), Leanne Hallowes & Dave Ross (33), Milly Hazelwood (41), Helen de Montalk & Dave Kerr (37), Pam Simons (7), Maureen & Ron Weeks (39), Val Mackenzie (45), Helen Davies (5), Michael Elrick (16) and Robyn Preston-Smith (The Body Corporate Chair (2019) Ltd).

1. QUORUM

Resolved: A quorum of no less than 25% of owners present/registered was confirmed.

Helen Davies/Millie Hazelwood
Carried

2. APOLOGIES

Resolved: Apologies were accepted from Trevor Campbell (13), Bev McInnes (1), David Kerr (37), Heather Cullington (), Charmian White (6), and Marilyn Bolger (43),

Mavis Fowke/Raewyne Mills
Carried

3. PROXIES

Resolved: Proxies were accepted from David Kerr (37) appointing Helen de Montalk (37), Ann Simon (18) appointing Clare Gordon (34), Charmian White (6) appointing Helen Davies (5).

Don McInnes /Dora Bardell
Carried

4. POSTAL VOTING FORMS

Resolved: Postal voting form was accepted from Heather Cullington.

Helen Davies/Helen de Montalk
Carried

5. MINUTES OF PREVIOUS MEETINGS

Resolved: The Minutes of the Annual General Meeting held on 18th May 2024 were recorded as a true and accurate record of that meeting.

Don McInnes/Millie Hazelwood
Carried

Resolved: The Minutes of the Extraordinary General Meeting held on 12th September 2024 were recorded as a true and accurate record of that meeting.

Don McInnes/Millie Hazelwood
Caried

6. MATTERS ARISING

Nil

7. BODY CORPORATE CHAIRPERSON'S/COMMITTEE REPORT

Resolved: That the Body Corporate Chairperson's Annual Report was received and accepted into record.

Michael Elrick/Trevor Arthur
Carried

8. BODY CORPORATE CHAIRPERSON

Resolved: That Michael Elrick (16) was appointed as Body Corporate Chairperson until the next Annual General Meeting. The Chairperson is automatically appointed Committee Member and Committee Chairperson.

Mavis Fowke/Anne O'Connell
Carried

9. DELEGATION OF POWERS AND DUTIES

Resolved by Special Resolution: **T**hat the Powers and Duties of the Body Corporate shall be delegated to the Body Corporate Committee pursuant to Section 108 of the Act and Regulation 11(2) except for the Powers and Duties of the Body Corporate set out in Section 108(2) of the Act, being:

1. subsection (1) (which is the general power of Delegation);
2. Section 41 (which provides for reassessment of ownership interests and utility interests);
3. Section 105(3) which requires the body corporate to comply with the body corporate operational Rules);
4. Section 136(4) (which relates to the application of insurance monies in or towards reinstatement of the development.

And

(a) A matter if the Act provides for the matter to be decided by the body corporate by special resolution.

10. BODY CORPORATE COMMITTEE

Unit Titles (Strengthening Body Corporate Governance and Other Matters) Amendment Act 2022 has seen a number of changes to the way in which bodies corporate operate and established a number of new and robust requirements of owners, committee and managers.

Committee members are required to adhere to a Code of Conduct and also to declare and potential conflicts of interests (as is the Body Corporate Administration Manager).

The elected Chairperson of the body corporate is now automatically appointed as a committee member and committee chairperson.

Committee Code of Conduct

Schedule 1ACode of conduct for body corporate committee members r 28A

1 Commitment to acquiring understanding of Act, including this code

A member must have a commitment to acquiring an understanding of anything in this Act and the regulations, including this code of conduct, that is relevant to the member's role on the committee.

2 Honesty, fairness, and confidentiality

(1) A member must act honestly and fairly in performing the member's duties as a committee member.

(2) A member must not unfairly or unreasonably disclose information held by the body corporate, including information about an owner of a unit, unless authorised or required to do so by law.

3 Acting in body corporate's best interests

A member must act in the best interests of the body corporate in performing the member's duties as a committee member, unless it is unlawful to do so.

4 Complying with Act and this code

A member must comply with the Act, these regulations, including this code, and any other applicable legislation relating to matters for which the committee has responsibility in performing the member's duties as a committee member.

5 Conflict of interest

A committee member who is eligible to vote must disclose to the committee any conflict of interest the member may have in a matter before the committee.

Resolved: That the number of Committee members was determined as 7.

Don McInness/Dora Bardell
Carried

Resolved: That : Milly Hazelwood (41), Helen de Montalk (37), Michael Elrick (16), Leanne Hallowes (33), Anne O'Connell (32), Trevor Arthur (46) and Ray Mushett (22) were elected as the body corporate committee until the next Annual General Meeting.

Helen Davies/Millie Hazelwood
Carried

Resolved: That Haydon Wright (46) will replace Trevor Arthur as committee member on settlement of the sale of Unit 46 and Management Contract.

Ray Mushett/Helen de Montalk
Carried

Resolved: That the Committee quorum shall be 5.

Milly Hazelwood/Leanne Hallowes
Carried

11. BODY CORPORATE BANK ACCOUNT SIGNATORIES

Resolved: That the body corporate appointed Michael Elrick and Leanne Hallowes as bank signatories with access to internet banking, acting as signatories to bank transactions as required.

Mavis Fowke/Dora Bardell
Carried

12. FINANCIAL REPORT

Resolved: That the Financial Report to 31st March 2025 prepared by M2 Accounts was adopted.

Don McInness/Tinka Mushett
Carried

Resolved by Special Resolution: That the Financial Report to 31st March 2025 prepared by M2 Accounts shall not be audited.

Mavis Fowke/Ann O'Connell
Carried

Committee will include details of expenditure in committee minutes going forward.

13. BODY CORPORATE COMMITTEE EXPENDITURE

Resolved: That the Body Corporate Committee may spend up to $2,000.00 for any one unbudgeted R&M item deemed necessary in relation to common property maintenance.

Celeste Henderson /Leanne Hallowes

Carried

14. BUDGET

Resolved: That the 2025/2026 Budget of $221,085.00 including GST shall be adopted and that Body Corporate levies shall be increased to $4,800.00 per annum ($400.00 per month over 12 months) effective 1st April 2025.

Millie Hazelwood/Ian Motion
Carried

	Sub-Total	GST	Total Inc GST
Expenses			
204 Fire Protection	-$ 75.00	-$ 11.25	-$ 86.25
270 Pool Expenses	-$ 1,700.00	-$ 255.00	-$ 1,955.00
271 Electricity Sewage Pump	-$ 360.00	-$ 54.00	-$ 414.00
300 Accountancy	-$ 875.00	-$ 131.25	-$ 1,006.25
352 Electricity Pavilion and Pool	-$ 2,000.00	-$ 300.00	-$ 2,300.00
414 Printing, Stationery, Post	-$ 1,000.00	-$ 150.00	-$ 1,150.00
428 Repairs and Maintenance	-$ 6,500.00	-$ 975.00	-$ 7,475.00
557 Management Fee	-$ 56,497.00	-$ 8,474.55	-$ 64,971.55
557-1 Mgmt Fee CPI 9 mths	-$ 933.00	-$ 139.95	-$ 1,072.95
558 Telephone & Tolls	-$ 1,200.00	-$ 180.00	-$ 1,380.00
560 Gas	-$ 2,400.00	-$ 360.00	-$ 2,760.00
562 Rates (Water)	-$ 14,535.00	-$ 2,180.25	-$ 16,715.25
564 Body Corporate Mgmt Fee	-$ 10,813.00	-$ 1,621.95	-$ 12,434.95
569 Grass/Rubbish Removal	-$ 2,700.00	-$ 405.00	-$ 3,105.00
570 Gardening Supplies/Plants	-$ 360.00	-$ 54.00	-$ 414.00
573 Clubrooms Supplies	-$ 200.00	-$ 30.00	-$ 230.00
767 CashManager Annual License	-$ 400.00	-$ 60.00	-$ 460.00
583 Insurance Premiums	-$ 50,200.00	-$ 7,530.00	-$ 57,730.00
Total Expenses	-$ 152,748.00	-$ 22,912.20	-$ 175,660.20
Other			
778-1 LTM - Paint Units & Clubroom	-$ 26,500.00	-$ 3,975.00	-$ 30,475.00
778-2 LTM - Barge Bds, Garage & Doors	-$ 9,000.00	-$ 1,350.00	-$ 10,350.00
778-3 LTM - Replace Pool Cover	-$ 1,000.00	-$ 150.00	-$ 1,150.00
778-4 LTM - Upgrade Pool Solar	-$ 2,000.00	-$ 300.00	-$ 2,300.00
778-5 LTM - Pool Gas Heater Service	-$ 500.00	-$ 75.00	-$ 575.00
778-6 LTM - Pool Sand Filters	-$ 500.00	-$ 75.00	-$ 575.00
Total Other	-$ 39,500.00	-$ 5,925.00	-$ 45,425.00

Insurance premium 2023/2024 $52,500
Insurance premium 2024/2025 $51,600

Pool Gas Heater needs repair or replacement quotes received for $2,000.00 estimate (repair), $10-$12,000.00 (replacement). Trevor is following up.

15. PAYMENT OF BODY CORPORATE LEVIES

Resolved: That Body Corporate levies are payable monthly in advance in the sum of $400.00 and paid in full by 31st March 2026.

Mavis Fowke /Leanne Hallowes
Carried

If you have a current automatic payment please do the following if you have not amended prior to 1st July 2025:

Arrange to change your automatic payment authority from 1st July 2025 to $400.00 per month and make a one off payment of $75.00 to cover the shortfall for April, May and June. Please reference your name and unit number.

If you need assistance, please speak to a committee member or contact the Body Corporate Manager, Robyn Preston-Smith on 021 901744 or email robyn@bcc.co.nz.

Resolved: That interest of 10% per annum will accrue on levies not paid, effective on the 1st of the month following due date.

Helen Davies/Don McInnes
Carried

Resolved: That the Body Corporate shall take action against any owner whose levies remain unpaid to 90 days through the Tenancy Tribunal (Unit Titles Act). All costs, including Application Fee associated with collecting unpaid levies will be to the defaulting owner's account.

Don McInnes/Trevor Arthur
Carried

16. PAINTING OF UNITS/POOL ROOM 2030

Resolved: That the body corporate shall continue to collect levies towards the cost of the full repaint of the body corporate buildings scheduled for 2030, however the bulk of painting cost shall be met by a special levy to be raised in 2030.

Mavis Fowke/Helen Davies
Carried

This is to allow owners to budget this cost outside of body corporate levies.

17. HEALTH & SAFETY

No new hazards were identified.

Resolved: That the Health & Safety Plan shall be reviewed prior to the next Annual General Meeting.

Helen Davies/Leanne Hallowes
Carried

18. 30 YEAR LONG TERM MAINTENANCE PLAN & FUND

Resolved: That that Long Term Maintenance Plan provided by Watershed Limited was accepted into record (copy attached)

Millie Hazelwood/Helen de Montalk
Carried

19. LONG TERM MAINTENANCE FUND

Resolved by Special Resolution: That the Body Corporate shall not collect the annual amount specified in the long term maintenance plan but shall continue to collect funds for long term maintenance at a sum to be decided at each Annual General Meeting.

Helen de Montalk/Mavis Fowke
Carried

20. GENERAL BUSINESS

Resident Parking/Visitor Parking

Discussion regarding the number of vehicles parked on common areas.

Visitor Parking is not to be used for long term parking. If vehicles cannot be parked within your property then they should be parked on Papamoa Beach Road.

Christmas period there is a lot of give and take with families and visitors staying over the holidays.

No parking is permitted on common area grass.

Security Cameras

Question raised on whether the body corporate might consider security cameras. Discussion held and it was agreed that the cost and management of this would be excessive and not feasible.

Owners can install their own security cameras if they wish.

Cladding

It was noted that the units are coming up 25 years old

Has the body corporate considered recladding with a superior product?

The current cladding is a deterrent for a lot of buyers and banks and has been installed over untreated timber. (although it was confirmed that the type of cladding used in the development was of a superior quality at the time).

If an owner wished to upgrade the cladding on his/her unit, this would require body corporate approval.

Estimates and options to be investigated and reported to the committee.

Meeting closed at 11.55am.