BODY CORPORATE 66017 (ANZAC HOUSE)
Minutes of Extraordinary General Meeting

Held: 15.00, 4 April 2022 at ANZAC House, 5th Floor, 181 Willis Street, Te Aro, Wellington

1. Welcome and introductions.

2. Registration of attendees and confirmation of quorum including proxies.

   PRESENT: As per attendance list, **7** owners from the 10 unit owners were present in person or by proxy representing **70%** of the Body Corporate. Quorum reached.

   PU4 – Paul Doney (Phoenix Estates Trustees Ltd)
   PU6 – Paul Cheng
   PU7 – Martin Donoghue (The NZ Returned Services Association Incorporated)
   PU8 – Michelle Mazey (Clubs New Zealand Ltd)
   PU9 – Russell Joseph (Jordynne Carrington Properties Ltd)
   PU10 – John Hickey (Schlat Properties Ltd)
   PU11 – Kenneth Saban

   Proxies
   None

   Other
   Benjamin Duflou (Director – Complete Body Corp Solutions Ltd)

3. Apologies.

   PU1 & 2 – Eran Ben-Shachar (BS Family Holdings Ltd)

   Motion 1: That the apologies are accepted.

   Moved: Ken Saban **Seconded:** Michelle Mazey **MOTION CARRIED**

4. Election of the Body Corporate Chairperson.

   Motion 2: That election of Chairperson be deferred until the 2022 AGM, with the committee acting collectively until the 2022 AGM.

   Moved: Russell Joseph **Seconded:** Michelle Mazey **MOTION CARRIED**

5. Election of any additional persons to the Body Corporate Committee.

   Motion 3: Withdrawn – All Members form part of the Body Corporate Committee complete bodycorp solutions

6. Election of any additional persons to the Maintenance Committee.

   Motion 4: That Paul Doney and Martin Donoghue, be elected to the Maintenance Committee. Existing members Eran Ben-Shachar and John Hickey, to continue.

   MOTION CARRIED UNANIMOUSLY

7. Banking mandate

   Motion 5. That the body corporate agrees that Michelle Mazey, Shayne Anthony Thurston and Benjamin Charles Duflou be added to the bank account mandate to act for Complete Body Corp Solutions, and all previous signatories be removed. And that all payments must be approved by at least one member of the Body Corporate.

   Moved: Ken Saban **Seconded:** Michelle Mazey **MOTION CARRIED**

8. Insurance and valuation

   Discussions around the terms of the insurance renewal and also whether to undertake an insurance revaluation. Body Corporate agreed to defer insurance revaluation until 2023, and accept terms based on the proposal from Marsh.

9. Other Items.

   - That Xero read only access be provided to the maintenance committee and Michelle Mazey.
   - That CBCS to distribute a reminder notice to owners around use of car parks (vehicles not be parked in other allocated car parks) and also ensuring side door is secured when using.
   - That CBCS to look at long term solution for more secure access through side door.
   - That CBCS to follow up with cleaners with regards to regular cleans of the car parking area and dockway.
   - That CBCS is to check with security providers around access (front door & garage door) being reset to the end of daylight savings time.
   - That Paul Doney will review the Body Corporate rules with regards to signage on the office windows.
   - That a regular check of the internal gutters on the roof need to be carried out (at least annually).

10. Closing – meeting closed at 16.15.

MOTIONS

Ordinary Resolution: For an Ordinary Resolution to pass, 51% of eligible voters who vote on the resolution must vote in favour of the resolution (50% or more for a poll vote).

Special Resolution: For a Special Resolution to pass, 75% of eligible voters who vote on the resolution must vote in favour of the resolution (75% or more for a poll vote).

	Motion	Type of Resolution	Motion Carried
1.	That the apologies are accepted.	Ordinary	Yes
2.	That election of Chairperson be deferred until the 2022 AGM, with the committee acting collectively until the 2022 AGM.	Ordinary	Yes
3.	That ____________ be elected to the committee.	Ordinary	Withdrawn (All unit owners are elected to the committee)
4.	That Paul Doney and Martin Donoghue, be elected to the Maintenance Committee. Existing members Eran Ben-Shachar and John Hickey, to continue.	Ordinary	Yes
5.	That the body corporate agrees that Michelle Mazey, Shayne Anthony Thurston and Benjamin Charles Duflou be added to the bank account mandate to act for Complete Body Corp Solutions, and all previous signatories be removed. And that all payments must be approved by at least one member of the Body Corporate.	Special	Yes

DISCLOSURE STATEMENT

1. The following information has been supplied to Capital Commercial (2013) Limited ("Bayleys") to be made available for distribution on the vendor's behalf to potential purchasers to assist purchasers with their due diligence and to use at the purchaser's discretion.
2. Bayleys and the Vendor do not warrant the accuracy or completeness of the information and recommends that all recipients undertake their own due diligence, obtain their own reports to their satisfaction and seek independent advice prior to committing to purchaser.