

WHALE ROCK HEIGHTS HOMEOWNERS' ASSOCIATION

ANNUAL GENERAL MEETING

WHALE ROCK HEIGHTS HOMEOWNERS' ASSOCIATION

HELD ON FRIDAY, 18th OCTOBER 2019 AT 10:00 IN

ST PETERS CHURCH HALL, CHURCH STREET, PLETTENBERG BAY

MINUTES

Attendance:	Mr A Appel	Erf 8575
	Mr C Behrens	Erf 8589
	Mr CA Lang	Erf 8603
	Mr L Rothschild	Erf 8616/8617
	Mr P Kellerman	Erf 8622
	Mrs C Clarke	Erf 8634
	D A Denyssen Trust	Erf 8637
	Mr/s P Moir	Erf 8640
	Mr H de Wet	Erf 8642
	Mrs H de Wet	Erf 8644
	Mr MC Maree	Erf 8647
	Mr/s R Kearns	Erf 8651
	Dr & Mrs R E Williams	Erf 8657
	Mr A V T Ganson	Erf 8661
	Mrs De Wet	Erf 8663
	Mrs AJ Eksteen	Erf 8665
	Mrs CP Noble	Erf 8666
	Mr/s M Georgiou	Erf 8667
	Mr/s M Georgiou	Erf 8668
	Dr M Wallace	Erf 8678
	Mrs TE Davidson	Erf 8684
	Mr T Tolmay	Erf 8686
	Ms C Sweet	Erf 8690
	Mr A Reekie	Estate Manager
	Mr P Sassin	Plett Property Management (PPM)
	Mr M Gavrill	Plett Property Management (PPM)

Proxies:

Erf 8582	JM & EG Swinley	Anton Nell
Erf 8584	2-B-2 Sure Investment (Pty) Ltd	Lance Rothschild
Erf 8585	2-B-2 Sure Investment (Pty) Ltd	Lance Rothschild
Erf 8587	Mr I Jacobs	Dr Michael Wallace
Erf 8634	Mr P Nicolatos	Caroline Clarke
Erf 8645	Mr R Lurie	Caroline Clarke
Erf 8649	Mrs GR Hurley	Caroline Clarke
Erf 8676	Mrs S Sass	Lance Rothschild
Erf 8680	Mrs S Sass	Lance Rothschild
Erf 8681	Mrs M Levenstein	Lance Rothschild

Apologies:	Mr M Coetzer	Erf 8606
	Mr BG Mclintock	Erf 8677

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1. WELCOME

The Chairman, Mr Lance Rothschild welcomed all the members and thanked them for their attendance. LR informed the meeting that Mr Sassin would facilitate the chairing of the meeting in his stead. Mr Sassin welcomed and thanked all the members for taking the time to attend the meeting.

2. ATTENDANCE AND PROXIES

The attendance register was presented on arrival for signature. Proxies were noted.

According to the constitution (**paragraph 20.1**) "The quorum necessary for the holding of any general meeting shall be twenty percent (20%) of the Members entitled to vote either by being personally present or by Proxy." The number of members in attendance or by proxy was **35** out of a total of 111 members.

Notices as well as the agenda were sent out timeously and thus the meeting had been properly constituted.

3. ADOPTION OF THE MINUTES OF THE AGM HELD ON 18th OCTOBER 2018

Mr Sassin noted that on Page 3, Item 7, after the wording reserves 'have' to be changed to 'having' increased. Duly noted and corrected.

Mr Lang proposed that the minutes be accepted as a true reflection of the meeting and Mr Appel seconded the motion.

4. MATTERS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING

No matters had been raised.

5. CHAIRPERSON'S REPORT

The Chairperson's report had been circulated to all the Members and was taken as read.

6. ACCEPTANCE OF THE CHAIRPERSON'S REPORT

Mrs Clarke proposed that the Chairperson's report be accepted, and Dr Wallace seconded the motion.

7. APPROVAL OF THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019

Mr Sassin tabled the Financial statements and mentioned that the financial position of WRHOA remained sound. He further stated that the reserves amount had increased from R 1,259,790 in 2018 to R 1,514,777 in 2019.

Mr Sassin confirmed that it was a legal requirement for Homeowner Associations to obtain Fidelity Insurance Cover. **PPM** would attend to the additional coverage.

Mr Sassin brought to the attention of the meeting the section on Age Analysis. He stated that two aging debtor accounts had been in arrears in the amount of R 480k. Mr Sassin informed the meeting that the delinquent accounts had been handed over to the attorneys. The attorneys are in the process seeking a sale in execution on one of the immovable properties and the other debtor account had been handed over to a tracing agency.

Mr de Wet proposed that the audited financial statements dated 30 June 2019 be accepted. Mr Rothschild seconded the motion.

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8. ACCEPTANCE OF BUDGETED INCOME & EXPENDITURE 2019/2020

The proposed budget was tabled for discussion. The monthly levies had been increased from R 1,230 to R 1,500 which was effective from 1st July 2019. The main expenditure items were the Security to the Estate and Estate Manager Extras covering mostly staff related costs. **PS** stated that this new budget line item had been created for better control purposes.

No queries were raised.

Mr Rothschild proposed that the budget for 2019/2020 be accepted. Mr Tolmay seconded the motion.

9. APPOINTMENT OF AUDITORS

It was proposed that Michaelides Parker Kretzmann Inc. be re-appointed as Auditors for the financial year 2019/2020.

Mrs Clarke proposed, and Mr Rothschild seconded the motion.

10. APPOINTMENT OF INSURANCE BROKER

It was proposed that Garden Route Insurance Brokers be re-appointed as Insurance Brokers for the financial year 2019/2020.

Dr Wallace proposed, and Mr Kearns seconded the motion.

11. CONFIRMATION OF DOMICILIUM CITANDI

The *domicilium citandi et executandi* in respect of Whale Rock Heights Homeowners' Association will be the registered address of Plett Property Management, 7 Gibb Street, Plettenberg Bay.

Mr de Wet proposed and Mrs Clarke seconded the motion.

12. ELECTION OF TRUSTEES

Nominations for six Trustees had been received. The meeting agreed that the six nominees be accepted to hold office as Trustee. The following Trustee had been duly elected:

Mrs C Clarke (re-elected)
Mr H de Wet (re-elected)
Mr R Kearns (re-elected)
Mr T Tolmay (re-elected)
Dr M Wallace (re-elected)
Mr A Appel (newly elected)

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13. GENERAL

Mr Michael Georgiou had raised five points for discussion under General:

13.1 What was the Policy on the use of Herbicides

Mr Georgiou asked the estate manager what safety measures had been in place regarding the application of herbicides. Mr Reekie informed the meeting that controlled spraying had been done on targeted plants and caution had been exercised on the potential harmful effects to the wildlife on the Estate.

13.2 Why hold the AGM during this time of the year versus seasonal periods when more owners were in residence

Mr Sassin informed the meeting that the Constitution stated that "The Association shall before the last day of the 4th month after the financial year of the Association, (which at present is at the end of June, but may be amended from time to time by the Trustees), in each calendar year, hold its Annual General Meeting."

13.3 Why were invoices sent out at the end of the month

Mr Georgiou stated that currently homeowners had been receiving invoices seven days prior to the due date for payment. **HdW** suggested that **PPM** process invoices earlier. **PS** to follow up with **PPM** accounts department. **PS** to investigate the possibility that the electricity meters be read by Alan Reekie on the 20th date of each month in order to expedite the billing process sooner. Agreed.

13.4 Are the current speed bumps effective and safe

Mr Georgiou queried the functionality of the speed bumps. Mrs Clarke advised that the Trustees were doing an investigation into revamping the existing speed bumps within the Estate.

13.5 Building Guidelines pertaining to the wind factor at the Estate

Mr Georgiou requested that the Trustees review the Building Guidelines in order that homeowners could erect structures against wind protection. Mr Appel concurred with the nuisance wind factor within the Estate. This matter would be discussed at the next Trustee Meeting.

14. CLOSURE

There being no further items to be discussed the meeting was closed at 10:35.

Chairman's Signature

Date