

**MINUTES OF A MEETING OF THE DIRECTORS  
OF CORMORANT BAY HOMEOWNERS ASSOCIATION  
HELD ON SATURDAY, 24 OCTOBER 2009  
AT 08h30 AT THE CLUBHOUSE LAPA, CORMORANT BAY**

**1. PRESENT**

Mr J Horn	-	Chairman
Mr G Rowe	-	Director
Mr M Butz	-	Director
Mr W Klaasen	-	Director
Mr R Smeda	-	Estate Manager
Mr D Drysdale	-	Managing Agent

**2. CONFIRMATION OF THE PREVIOUS MINUTES**

The Minutes of the Meeting held on 19 September 2009 were accepted and thereafter signed by the Chairman.

**3. MATTERS ARISING**

**ACTION**

**1. Januarie**

Mr Drysdale confirmed that he had supplied ABSA Brokers with the certified copy of Januarie's identity document and banking details. He was advised that the monies would be paid out within 6 – 8 weeks.

**2. Eskom**

Mr Drysdale confirmed having written to Eskom to advise them that one set of meters was not working and that this should be rectified.

**4. ESTATE MANAGER'S REPORT**

Mr Smeda went through his report that had been e-mailed to the Directors and forms part of these Minutes. He commented further on the following matters:

- There had been a loss of one of the electricity phases, which had rendered 14 units out of 42 with no electricity.
- The glass in the fire-extinguisher cabinets had been broken and the keys taken, together with the locks. This was in the process of being repaired. As only a few units were occupied at the time, Mr Smeda said that these members should be advised of the vandalism.

- Mr Rowe agreed that the members should be advised of the vandalism and said it should be highlighted as a separate item on the financial statements.
- Michael Pein had delivered a key to his unit. Mr Smeda would arrange for the curtains to be hung.
- It was agreed to purchase 6 additional fire extinguisher cabinets for the extinguishers at the boat lockers.
- Grass had been laid at Mr Sherwood's unit where it had died. It was felt that the problem arose from petrol being thrown on the grass.
- Water repellent had been painted on the walls at unit 22. The lawn had been built-up in order to stop the water damming against the unit.
- Wayne de Agrella had sold Cruiser Coves Alarms to Private Eye.
- Beams not working again – a possible lightning strike.
- Labour is okay for the moment. Still employing a casual.
- Die-Ant had been put down at Mr Dvorak's unit.
- Gigi was continuing with his alterations.

**ACTION**

**RS**

In answering a question from Mr Drysdale regarding the storm damage, the tiles had been replaced but some of the thatch umbrellas needed to be tidied up. Mr Smeda would obtain a quote.

**RS**

#### **Water Pressure**

It was felt that the vacuum breakers having started leaking at units 31 and 32 was purely coincidental and had nothing to do with the water pressure on the property. However, Mr Klaasen undertook to help Roy to measure the pressure.

## **5. MANAGING AGENT'S REPORT**

Mr Drysdale distributed draft accounts for the month ending October 2009.

**ACTION**

The accounts showed that the Association had R102 138,90 in its current account and R448 606,09 in an investment account. The net arrears figure was R2 676,27.

Mr Drysdale then highlighted the members who were in arrears, confirming that notice would now be given to 17 – Paradise Road Investments; 38 – Mr V M R da Cruz and 75 – Mr M Pein, that it was the Association's intention to hand over their accounts to the Association's attorneys to issue a summons if they did not pay within 7 days. Several other members were one month in arrears but these accounts were normally up-to-date.

**DFD**

Mr Drysdale questioned the decision taken at the Annual General Meeting where members had been asked to sign a debit order, failing which their accounts would be debited with an extra R20,00. The meeting agreed that this was illegal and may be disputed by those members who are not on debit order. It was agreed that Mr Drysdale would deal with those members who were not on debit order to establish whether they were prepared to sign a debit order instruction.

**DFD**

**6. DIRECTORS REPORT-BACK**

**1. Gardens and Building Maintenance**

Mr Butz requested that the following matters be attended to:

- Trees and shrubs be cut back 1,5 metres from the units. He proposed that the Association invest in a hedge-trimmer and electric saw. Mr Smeda to obtain quotes.
- Trailer to be repaired by 30 November 2009.
- Remind members to switch off their geysers.
- Quote to put the street-lights on a photocell and ask all other members to fit energy-saving globes.

**RS**

**RS**

	<b>ACTION</b>
➤ A request was made to have the leading tiles nailed down or attached with storm clips in order to prevent the tiles coming off during wind storms.	<b>RS</b>
➤ Supports to be used at the free-standing water taps.	<b>RS</b>
➤ Trampoline. Cable-ties to be used to keep the covers in place.	<b>RS</b>
➤ Elbow to be put on the storm-water pipe.	<b>RS</b>
➤ Gate to be manufactured for the storage area next to Mr Smeda's house.	<b>RS</b>
➤ Quad bikes. It was agreed to replace the sign taken from outside unit 10. A sign to also be erected at the front gate. Mr Horn and Mr Rowe to look at the wording.	<b>RS</b>
➤ Save The Dam - no further correspondence had been received from Mr Sherwood.	<b>JH/GR</b>
➤ The Meeting was made aware of the lattice-work that had been erected on the common property at unit 62. After discussion the Meeting felt that as no permission had been granted and was unlikely to be granted, Mr Drysdale was instructed to write to the owners asking them to remove the lattice-work.	<b>DFD</b>
➤ Boat locker numbers. It was confirmed that the boat locker numbers would remain but those numbers for which members had signed at the transferring attorney, are the Sectional Title numbers. The jetties are not numbered.	
➤ The Meeting discussed the incident that had taken place at unit 10 where the relations of the unit owner had partied to such an extent that the SAPS had had to be called out. Mr Smeda said on reviewing the incident, it appeared that there had been a lot of fighting amongst the visitors. Mr Drysdale to write to Mr Swaffield advising him of the incident and requesting that he take action against his visitors.	<b>DFD</b>

## **2. Harbour and Security**

Mr Rowe reported that he had requested a security consultant to attend the property. He confirmed that the electric fence on the eastern side was working perfectly although it was suggested that earth-loops be fitted. The consultant felt that more beams should be committed to the property and zoned. He also requested that more lights be erected. Mr Rowe would mail the report to the Trustees.

**GR**

The Meeting discussed the security problem in that perpetrators of crime could come directly from the dam. It was again agreed that members must protect their own properties and install alarms. Mr Smeda would obtain a quote for a zoned system.

**RS**

The Meeting discussed the letter from Mrs Lee Ridge. Mr Horn advised that Mr Smeda had obtained his cell phone records, which confirmed that he phoned and left a message on the due date to Simon Ridge, advising him of the break-in. Mr Rowe offered to reply to the letter from Mrs Ridge.

**GR**

Mr Butz requested that the lights to the harbour area be rectified.

Mr Smeda advised the Meeting that he was still awaiting a quote for the floats. The latest water regulations had not been clarified and it was agreed to get in touch with Stan Waters who was in charge of the Police Wing.

### **➤ Indemnity**

It was agreed that unless a member produced a license and a COF for their boat, no launching would be allowed.

## **3. Mechanical**

### **➤ New Lawnmower**

Mr Horn advised the Meeting of an industrial lawnmower that was more capable than the present unit. It was confirmed that there was no budget at this time to purchase a further lawnmower.

## **ACTION**

Mr Smeda confirmed a quote from the electrician in respect of separate electricity meters for the units. The cost was R800,00 installed.

### **4. Financial**

Mr Drysdale said that R W Irish continued to undertake the monthly financial statements. There was no problem with the review at this time.

In analysing Mr Smeda's report, Mr Horn remarked that they were all within the average. Mr Smeda requested that he be allowed to purchase more fertiliser.

### **5. Special Projects**

Mr Klaasen was still awaiting a final account from Door Master.

**WK**

#### **➤ Boat Lockers**

Mr Horn advised the Meeting that the quote to undertake the opening of the Register and registering the boat lockers was R9 000,00 from Attorney Peter Nathan. This was R4 000,00 more than what was agreed to at the Annual General Meeting. He had since received a revised quote from Attorney Nathan for R6 475,00. He had taken the liberty of enquiring from a transferring attorney what he thought the amount should be and had asked Mr Drysdale to do the same. He had obtained a quote for some R3 750,00. Mr Drysdale had obtained a written quote from Attorney Nicole Sinovich for R3 450,00. The Land Surveyor still had to be paid. Mr Horn would speak to Nicole Sinovich regarding the disbursements. The Meeting resolved to engage Attorney Sinovich.

## **7. CORRESPONDENCE**

The Chairman reminded the Meeting that all correspondence should be directed through the Managing Agent.

**ACTION**

**8. GENERAL**

**1. Additions to Manager's House**

Mr Smeda requested permission to undertake certain alterations to the manager's house. He wished to make one of the outside rooms bigger and requested that the Association pay 50% of the cost of the alterations. Mr Horn requested that Mr Smeda commit the alterations to a drawing so that the Trustees could establish the extent of the alterations.

**RS**

**2. Clubhouse**

The request from an outside party to have use of the clubhouse was refused.

**9. CONFIRMATION OF NEXT MEETING**

There being no further business, the Meeting closed at 11h30. The next Meeting would be held on Saturday, 21 November 2009 at the same time and venue.

**NOTE:**

*The Chairman has requested that the next Meeting be held at his home on Thursday, 26 November 2009.*

APPROVED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
DATE