

**MINUTES OF A MEETING OF THE DIRECTORS
OF CORMORANT BAY HOMEOWNERS ASSOCIATION
HELD ON SATURDAY, 3 OCTOBER 2010 AT 08:30
AT THE CLUBHOUSE LAPA, CORMORANT BAY**

CONFIRMATION OF THE NEXT MEETING	:	The next Meeting would be held on <u>SATERDAY</u> , 13 November 2010 at 08h30 at Cormorant Bay.
PRESENT	:	Mr J Horn - Chairman Mr M Butz - Director Mr G Rowe - Director Mr W Klaasen - Director Mr R Smeda - Estate Manager Mr D Drysdale - Managing Agent

		RP	BY DATE
1.	WELCOME		
	Mr Horn welcomed the members to the Meeting.		
2.	ADDING TO THE AGENDA		
	The Agenda for the Meeting was amended by the deletion of the words, " <i>Saturday, 21 August 2010</i> " and substituted with the words, " <i>Sunday, 3 October 2010</i> ".		
3.	CONFIRMATION OF PREVIOUS MINUTES		
	The Minutes of the Meeting held on 21 August 2010 were accepted and thereafter signed by the Chairman.		
4.	COMMENTS & MATTERS ARISING FROM PREVIOUS MINUTES		
	4.1 Not Portfolio Related Nothing to report.		
5.	ESTATE MANAGER'S REPORT		
	Mr Horn commented that he had not received Mr Smeda's report. Mr Smeda confirmed that it		

	would be sent out.		
		RP	BY DATE
	<p>5.1 Complex and Area Development and Maintenance</p> <p>Mr Smeda advised that 620m² of road had been tarred. He said that with the collection of the tar and labour costs, the job had cost R11 000,00. This equated to R20,00 per m².</p> <p>In discussing a chip-and-spray application, a quote had been verbally given by Bill van Rooyen at R78,00 per m². Mr Horn had a quote at his property for R55,00 per m². He suggested that at Cormorant Bay the cost would probably be R60,00 to R65,00 per m². The Meeting concluded that it would cost R150 000,00 every 2 years to maintain the roads in Cormorant Bay.</p> <p>Mr Smeda confirmed that the Ford tractor was back. The cost was over R17 000,00. The Massey-Fergusson had also been repaired. The gearbox and main swivel box had been repaired at a cost of R3 910,32. Mr Horn confirmed that the budget for the year had already been exceeded.</p> <p>A price had been obtained to install drip-trays in the units under the geysers. Two quotes were to hand – R1 450,00 and R1 150,00.</p> <p>The complex had experienced electricity problems in that a phase of the main Eskom supply had gone down. Apparently Cormorant Bay and Idor Amos used the same transformer, which needed to be upgraded. Eskom had repaired the problem but it was likely that it would persist as the transformer was being overloaded.</p> <p>It was agreed that the Managing Agent would apply to Eskom to have the transformer upgraded.</p>		
	<p>5.2 Labour Related Issues</p> <p>Mr Smeda said that the work-force was not happy with the existing provident fund nor with the way in which he was directing them. He advised that the workers wished to speak to Mr Horn and withdraw from the provident fund.</p> <p>The Meeting discussed the matter and voted to withdraw from the fund provided it was within the legal constraints of the fund. Mr Drysdale to</p>		

	check with Colleen Adams.	RP	BY DATE
	<p>The workers were legally bound to subscribe to a pension fund as it was part of their contract. Mr Smeda said that he would like to remain with the fund.</p> <p>In discussing the labour force wanting to speak to the Chairman, Mr Horn advised that they must select a representative, as he was not prepared to talk to all of them. It was agreed to set up a meeting for 2 weeks' time.</p>		
	5.3 Pest and Weed Control This was on-going.		
	5.4 Alterations There were no new applications. One member was finishing off his unit.		
	5.5 House Rules / Homeowners Speeding was still a problem. It was agreed to impose fines of R500,00 on those members who did not adhere to a walking speed within the complex. A letter to be written to van Rooyen – Unit 23, regarding their son and guests. Mr Smeda to detail the problems experienced. Mr Horn raised the letter from Gavin Griffin with regard to the quads and rustlers. It was confirmed that in terms of the rules, all ATV's must be equipped with a flag and owners sign indemnities. They could only be ridden from the unit to the gate and out. The Meeting discussed the use of quads to the clubhouse pool and launching area. A number of Directors admitted that they did break the rules. The Chairman confirmed that the rules were in place and fines would be issued. Mr Rowe suggested that there should be a difference between use and abuse. The main problem was members and their families who continually drove up and down the roads within the complex. This would not be tolerated and the fining system in place would be implemented.		
	5.6 Security Unit 28 had been broken into. It was confirmed that there had been 4 incidents in the last 12		

	months.	RP	BY DATE
	It was concluded that it was the same person/s as the modus operandi was similar in that roof tiles were removed and the perpetrators entered through the ceiling trap-door. They would then exit the unit through either the front door or the sliding door.		
	5.7 Mechanical Tractors repaired.		
6.	MANAGING AGENT'S REPORT		
	6.1 Tasks from Previous Minutes The letters to Mr and Mrs Fraser and Mr and Mrs Ridge were approved by the Chairman.		
	6.2 Sectional Title Developments There was nothing to report.		
	6.3 Previous Month's Financial Accounts Mr Drysdale distributed the accounts of the Association as at the end of September 2010. He confirmed having transferred R150 000,00 to the money-market account. One or two members were in arrears. Only one member was two months in arrears and the Managing Agent would deal with him personally.		
7.	DIRECTORS REPORT-BACK The following feed-back was give by the Directors:		
	7.1 Gardens & Building Maintenance - <i>Manfred Butz</i> New Tasks Mr Smeda to arrange a quote for the thatch umbrellas to be covered with chicken-wire to stop the deterioration.		
	New Tasks: Expenditure Approval:		

		RP	BY DATE
	<p>7.2 Harbour, Waterfront & Security - Graeme Rowe</p> <p>Tasks - previous Minutes:</p> <p>New tasks:</p> <p>The Meeting discussed the complaint from Mr Gavin Griffin regarding the waterfront. Mr Rowe confirmed that rocks were protruding from the beach area and enquired as to whether a TLB could be hired to remove the rocks. The rocks were apparently much bigger than one could see. It was agreed to clean up the area as best as possible. It was also agreed that the tyres and wall that had fallen away should be repacked and stabilised.</p> <p>Expenditure Approval:</p> <p>The Meeting discussed the clubhouse. Mr Smeda requested that he be allowed to employ a cleaning service to undertake the work at the clubhouse as he was using one of the garden staff at present, which left him short of labour. The cost would be R250,00 per month. The Meeting agreed to employ the cleaning service. Mr Smeda asked that the Directors consider upgrading the toilet facilities.</p> <p>The Meeting agreed to credit Mrs Levine – unit 22 with R200,00 for 2 swings that she had delivered to the property.</p>		
	<p>7.3 Mechanical</p> <p>The tractors had been returned and were operating.</p>		
	<p>7.4 Maintenance - Wayne Klaassen</p> <p>Tasks – previous Minutes:</p> <p>New tasks:</p> <p>Expenditure Approval:</p>		

		RP	BY DATE
	7.5 Financial - Johan Horn The following balances were from the end of August 2010. Balances: Cash Customer Control - R [14 477,48] Current account - R 176 595,24 Call account - R 548 040,14 Debtors - R 8 115,04 Petty Cash - R 1 200,00 Total - R 719 472,94 Budget Status: Mr Horn confirmed that the overall expenditure appeared to be R54 000,00 under budget. Financial Statements: Due to the early date, the September financial statements had not yet been completed. New Budget:		
	Outstanding Payments / Receipts:		
	Tasks - Managing Agent: Tasks - Auditor:		
	7.6 Liaison: Newsletter/Website - Johan Horn Mr Klaasen requested that the Directors be notified of units that had been sold and were being transferred. He also requested that units for sale and other items such as boats and jetski's be listed on the website.		

		RP	BY DATE
	7.7 Special Projects Boat Lockers - Wayne Klaasen Open Lockers Locker Registration - Johan Horn <p>Mr Horn advised that he had met with the Midvaal Local Council regarding the approval of the plans for the 18 new boat lockers. He confirmed that this could only be issued once the servitude had been registered. He said that there had been a problem with the allocation of monies to the boat locker project. Hennie Ehlers, as part of the deal, had had to give up 2 old boat lockers for 1 new locker. He had physically lost one unit plus the space. He was therefore not obliged to pay any monies. Mr Horn confirmed that he was unable at this time to refund the monies to the members who had bought the new lockers as there was still work to be undertaken with the Council. Once the plans had been stamped and the servitudes registered, the Chairman would then make a further adjustment to the monies collected from the 18 members and thereafter, the monies plus interest, would be refunded to the members.</p>		
	8. CORRESPONDENCE		
	The letter from Gavin Griffin was noted.		
	9. GENERAL		
	1. Dividing Wall <p>There had been a request to build a dividing wall in the front of the units.</p> <p>The matter had been left with the member to undertake a sketch-plan of what he envisaged, which would then be submitted to the Directors for discussion. No drawing was to hand.</p> 2. Jetty Floats <p>Mr Smeda said that a number of floats were taking on water and would have to be replaced. The Meeting would look at different types of flotation devices before going to the</p>		

	members.	RP	BY DATE
	3. C.O.C. - Boat Lockers It was agreed that each boat locker should have its own circuit breaker. Some members were using electricity in their garages for deep freezers and battery chargers. At present, the usage went into the common property electricity.		

Meeting finished at:

There was no further business and the Meeting closed at 10:00.

CHAIRMAN

DATE