

**AGENDA FOR A MEETING OF THE DIRECTORS
OF CORMORANT BAY HOMEOWNERS ASSOCIATION
TO BE HELD ON THURSDAY, 28 NOVEMBER 2009
AT THE HOME OF MR J HORN,
93 SECOND AVENUE, BREDELL, KEMPTON PARK**

1. WELCOME
2. APOLOGIES
3. ADDING TO THE AGENDA
4. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON
24 OCTOBER 2009
5. COMMENTS and MATTERS ARISING FROM PREVIOUS MINUTES
 - a) Not Portfolio Related
6. ESTATE MANAGER'S REPORT
 - a) Complex and Area Development
 - b) Labour
 - c) Pest / Weed Control
 - d) Alterations and Contractors
7. MANAGING AGENT'S REPORT
 - Tasks / (DFD) Previous Minutes
 - Sectional Title Developments
8. DIRECTORS REPORT-BACK and ALLOCATION OF PORTFOLIOS:
 - a) **Gardens & Building Maintenance : Manfred Butz**
 - Tasks / Previous Minutes
 - Complex Summary
 - Expenditure Approval
 - Tasks / Estate Manager
 - b) **Harbour, Waterfront & Security : Graeme Rowe**
 - Tasks / Previous Minutes
 - Security System Serviceability
 - Harbour & Waterfront
 - Expenditure Approval

- c) Mechanical : Wayne Klaasens**
- Tasks / Previous Minutes
 - Equipment Status
 - Expenditure Approval
- d) Financial : Johan Horn**
- Current Account Balances – Cormorant Bay
 - Jetties
 - Locker Project
 - Budget Status
 - Portfolios
 - Net
 - Approval Current Income & Expenditure
 - Outstanding Payments / Receipts
 - Tasks / Managing Agent and Auditors
 - Tasks / Estate Manager Expenditure
 - Tasks / (.....) Previous Minutes
- e) Liaison : Johan Horn**
- News Letter
 - Resolution / House Rules Amendments
 - Contractors Rules
9. SPECIAL PROJECTS
- **Open Lockers : Wayne Klaasens**
 - **Boat Locker Project :**
10. CORRESPONDENCE
11. GENERAL
12. CONFIRMATION OF NEXT MEETING