

**Minutes of a Directors Meeting – Mooikloof Glen HOA, held on Thursday, 19 February 2015 @ 18H00 @ the Mooikloof Glen Club House**

Present:

1. Charl Ingram
2. Manie Farinha
3. Jacques Lubbe
4. Le Roux Strydom
5. George Loock
6. Emilio Moreira

In Attendance

1. Jannie Smit – Pretor
2. Peter Marshall – Estate manager

No Apologies

Agenda Points of Discussion:

**1. Welcome & Apologies**

- a. The Chairman welcomed all present.

**2. Matters arising from the previous meeting & confirmation of the previous minutes.**

- a. Mr Sebola will receive termination letter.
- b. Directors then to invite the next nominee of Directors to the next Directors meeting.
- c. Previous minutes approved by all the Directors present.

**3. Budget**

- a. The Directors discussed the budget in details with the following summary;
  - i. Impact Meters has to confirm;
    1. Explanation of the connection fees to council
    2. When the accumulated water recoveries be transferred into the Mooikloof Glen trust account.
    3. What the exact amount is they've recovered from all the members
  - ii. Financing – Vehicle – Motivation should form part of the chairman's report.
  - iii. An increase in the levies:
    1. Normal Levies – 9.28% effective 01 March 2015
    2. Security levy – R 50.00 Increase – Effective 01 March 20145
    3. Special levy – R 500'000.00 payable over 12 x months
  - iv. Notice of levies should be 30 x days, implement 01 April 2015, with a one month's back dated levies.
  - v. Peter to furnish the Directors with the cash / card expenditure for the past 6 months- as forwarded to Jannie on a monthly basis. This needs to be done on a continuous monthly basis going forward.

**4. Update from Estate Manager**

- a. The Borehole has been approved – in front of the club house to be installed.
  - i. 2 x 70m to be drilled
  - ii. Remove 1 x panel of the wall
- b. Garden Services – Subject to quotations
- c. Remax – Has contributed plants to the HOA

- d. FAM Insurance – Henry @ Pretor to ensure the necessary are attended to and that a copy of the policy is submitted to Peter.
- e. Pavers – Eco earth Colour – Approved
- f. Remove the broken lights around the club house.
- g. To provide feedback on the LTE or towers already available in the estate.
- h. Road Markings – To proceed subject to the R 2500.00 budget.
- i. Orbic- Site Visits
  - i. The Directors need a monthly report on the progress of the site visits made by Orbic, these must be present to the meeting and properly documented in a file for each stand.
  - ii. Occupation Certificate by Orbic in addition to CoT Occupation Certificate
- j. Screening of construction sites
  - i. Not to implement from the start – each should have merit and be handled case by case.
- k. Stand 948 – Peter to communicate and implement penalty.

#### **5. Tshwane Water Connection**

- a. Impact to provide:
  - i. Water account details
  - ii. Include a recon on the recovery of the water consumption at Heights
  - iii. Need the status on the amount available of heights for their water consumption.
  - iv. Heights has to make a commitment
- b. Pretor to arrange an URGENT meeting with the Directors of Heights and Glen to discuss the water matter and to share the information. Marlon to be informed to draw up memorandum of Agreement between the two Estates that confirms the liability on Heights.

#### **6. Other Matters**

- a. Contractor incident – Jacques will handle the matter with the respective owner who has appointed the contractor.
- b. The Hills – K147 – The necessary notice has been distributed regarding the road construction to all the members of the HOA.

#### **7. Date of Next Meeting**

- a. Next meeting will be on Thursday, 26 March 2015 @ 18H00 at the Club House

No further matters to discuss the meeting adjourned.

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Chairman