

# STATUS-MARK

PROPERTY MANAGEMENT

EIENDOMBESTUUR

11 MEYER ST.  
MOSELBAAI / BAY  
E-mail: info@status-mark.co.za  
Website: status-mark.co.za

✉ 567  
MOSELBAAI / BAY  
6500  
☎ (044) 691 3054  
☎ (044) 691 1520

## MINUTES

**MINUTES OF AN ANNUAL GENERAL MEETING OF NUM-NUM HOME OWNERS' ASSOCIATION HELD ON SATURDAY, 2016/05/07 @ 09h00 AT THE HARTENBOS LIBRARY HALL, HARTENBOS.**

## NOTULE

**NOTULE VAN DIE ALGEMENE JAARVERGADERING VAN NUM-NUM HUISEIENAARSVERENIGING WAT GEHOU WAS OP SATERDAG, 2016/05/07 @ 09H00 BY DIE HARTENBOS BIBLIOTEEKSAAL, HARTENBOS.**

1	Opening and Welcome	Opening en Verwelkoming	Action
	The chairman, Mr. W Schalkwyk (18690) was not able to attend the meeting. Mrs. T Brown from Status Mark opened the meeting and welcomed all present. Mr. A Nel (18722) opened with prayer. Mr. B Oosthuizen (18704) took the stand as acting chairman for the meeting.	Die voorsitter, Mnr. W Schalkwyk (18690) kon weens persoonlike redes nie die vergadering bywoon nie. Mev. T Brown van Status Mark open die vergadering en heet almal teenwoordig welkom. Mnr. A Nel (18722) open met gebed. Mnr. B Oosthuizen (18704) tree op as voorsitter vir die vergadering.	
2	<b>Attendance, apologies and proxies</b>	<b>Teenwoordig, verskonings en volmagte</b>	
	Attendance as per register attached / Soos per presensielys aangeheg. Mrs. T Brown – Status Mark Mrs. A Botha – Status Mark		
	Proxies as per register attached.	Volmagte soos per register aangeheg.	
	Apologies from Mr. & Mrs. Jacobs – Eriaan Trust (18711) and as per proxies.	Mnr. & Mev. Jacobs – Eriaan Trust (18711) en soos per volmagte.	

	<b>2.1 Confirmation of Quorum</b>	<b>Vasstelling van Kworum</b>	
	30 Owners were present in person or by proxy and a quorum was therefore duly constituted.	30 Eienaars is teenwoordig in persoon of per volmag en 'n kworum is dus verkry.	
	<b>2.2 Confirmation of Agenda</b>	<b>Vasstelling van Sakelys</b>	
	The Agenda as presented was confirmed.	Die Sakelys soos voorgehou word bevestig.	
<b>3</b>	<b>Consideration of the Chairman's report (19.1)</b>	<b>Voorsittersverslag (19.1)</b>	
	The chairman's report was not presented at the meeting. It will be circulated to all owners.	Die voorsittersverslag is nie vooraf ontvang nie en nie voorgehou by die vergadering nie. Die verslag sal aan die eienaars gesirkuleer word.	<b>STATUS MARK</b>
<b>4</b>	<b>Approval of the previous AGM Minutes ( Minutes of meetings)</b>	<b>Goedkeuring van en sake uit die vorige AJV Notule</b>	
	The previous AGM minutes as presented were approved on a proposal from Mr. A Nel (18722) and seconded by Mr. F Van As (18745).	Die vorige AJV Notule soos voorgehou word goedgekeur op 'n voorstel van Mnr. A Nel (18722) en is gesekondeer deur Mnr. F van As (18745).	
<b>5</b>	<b>Finance</b>	<b>Finansies</b>	
	<b>5.1 Financial Statements 02-2016</b>	<b>Finansiële State 02-2016</b>	
	The financial statements as presented were approved unanimously with one amendment. The expense towards the roads must be capitalised for depreciation. Mrs. T Brown from Status Mark confirmed the bank balances and the levies in arrears as per date of meeting: <b>ABSA BANK:</b> Cheque Acc: R54 084.61 Investment: R281 287.61	Die finansiële state soos voorgehou word eenparig aanvaar met een wysiging. Die uitgawe ten opsigte van die paaie moet gekapitaliseer word vir waardevermindering. Mev. T Brown van Status Mark bevestig die bankbalanse en die agterstallige heffings soos per datum van die vergadering: <b>ABSA BANK:</b> Tjekrekening: R54 084.61 Belegging: R281 287.61	<b>STATUS MARK</b>
	Levies in arrears: R32 780.75	Agterstallige heffings: R32 780.75	

	<b>5.2 Budget 2017/2018</b>	<b>Begroting 2017/2018</b>	
	<p>Two decisions were made.</p> <ul style="list-style-type: none"> <li>The budget for 2016/2017 was unanimously approved and ratified. The levy for each owner will be R425.00 per month as from 1 March 2016.</li> <li>The budget for 2017/2018 was unanimously approved. The levy for each owner will be R450.00 per month as from 1 March 2017.</li> </ul>	<p>Twee besluite is geneem.</p> <ul style="list-style-type: none"> <li>Die begroting vir 2016/2017 word eenparig aanvaar en bekragtig. Die heffing vir elke eienaar sal R425.00 per maand wees vanaf 1 Maart 2016.</li> <li>Die begroting vir 2017/2018 word eenparig aanvaar. Die heffing vir elke eienaar sal R450.00 per maand wees vanaf 1 Maart 2017.</li> </ul>	
	<b>5.3 Determination of interest on arrear levies – 18% per annum proposed</b>	<b>Vasstelling van rente op agterstallige heffings – 18% per jaar voorgestel</b>	
	<p>The interest rate is unanimously approved. It is not yet known whether HOA's will be governed by the new legislation with regards to interest on arrears levies.</p>	<p>Die rentekoers word eenparig aanvaar. Dit is nog nie bekend of HEV's deur dieselfde wetgewing gereguleer gaan word aangaande die rente op agterstallige heffings nie.</p>	
<b>6</b>	<b>The appointment and consideration and fixing of the remuneration of the Bookkeeper and Managing Agent for the financial year of the association preceding the Annual General Meeting. (19.7)</b>	<b>Die aanstelling en oorweging en vasstelling van die vergoeding van die Boekhouer en die Bestuursagent vir die finansiële jaar van die vereniging wat begin voor die Algemene Jaarvergadering. (19.7)</b>	
	The appointment of Pam Templeton as the Bookkeeper was approved unanimously.	Die aanstelling van Pam Templeton as die Boekhouer word eenparig aanvaar.	
	The appointment of Status Mark as the Managing Agent for 2016/2017 was approved unanimously.	Die aanstelling van Status Mark as die Bestuursagent vir 2016/2017 word eenparig aanvaar.	
<b>7</b>	<b>The consideration of any other matters raised at the meeting including any resolutions</b>	<b>Die oorweging van enige ander sake voortspruitend uit die vergadering, insluitende enige</b>	

	<b>proposed for adoption by such meeting, and the voting upon such resolutions. (19.3)</b>	<b>resolusies voorgestel en die stem op die resolusies. (19.3)</b>	
	<b>7.1 Amendment of Rules regarding pets</b>	<b>Wysiging van Reëls aangaande diere</b>	
	The majority of the votes at the AGM in 2015 were in favour of pets being allowed on the Estate. It is decided to stand with this decision.	Die meerderheid stem by die AJV van 2015 was ten gunste van die aanhou van troeteldiere op die Landgoed. Daar is besluit om te volstaan by die besluit.	Register Municipality
	Instruction was given to the committee to assess every application for a pet individually.	Instruksie is aan die komitee gegee om elke aansoek vir 'n troeteldier individueel te ondersoek.	Trustees / SM
	<b>7.2 Alien vegetation and the planting of indigenous trees – list.</b>	<b>Indringerplante en die aanplant van inheemse bome / plante – lys.</b>	
	The committee will keep an eye on the forestry inside Num-Num and deal with it according to the original ROD. Owners will be encouraged to plant indigenous trees. Mr. B Oosthuizen (18704) will provide a list to Status Mark for circulation to all owners.	Die komitee sal die plantegroei binne Num-Num fyn dophou en dit hanteer waar nodig volgens die oorspronklike "ROD". Eienaars word aangemoedig om inheemse plante/bome wat reeds op Num-Num voorkom te plant. Mnr. B Oosthuizen (18704) sal 'n lys van die plante/bome aan Status Mark gee om aan die eienaars te sirkuleer.	Trustees / SM VOTE / STEM
	<b>7.3 Building of Storeroom – Special Levy</b>	<b>Bou van Stoorkamer – Spesiale Heffing</b>	
	This matter will stand over and the newly elected trustees will investigate other options. New proposals will be circulated to all owners for electronic voting.	Die saak staan oor en sal deur die nuut verkose trustees ondersoek word. Ander opsies sal ondersoek word. Die nuwe voorstelle sal aan die eienaars gestuur word vir elektroniese stem.	Trustees STEM / VOTE
	<b>7.4 Amendment of Building Regulations – Cladding</b>	<b>Wysiging van Bouregulasies – "Cladding"</b>	
	The percentage of cladding will be decided by electronic voting. A minimum of 25% with a	Daar sal elektronies gestem word oor die persentasie van die "cladding". Voorstel is 'n	Trustees / SM

	maximum of 50% was proposed. This will be recorded in the Constitution as well as the four specifications for the cladding.	minimum van 25% en maksimum van 50%. Daarna sal die konstitusie aangepas word volgens die meerderheid stem. Die vier soorte sal ook gespesifiseer word.	STEM / VOTE
	<b>7.5 Roof Pitches</b>	<b>Dakhellings</b>	
	Resolved. Removed from agenda.	Afgehandel. Verwyder van agenda af.	
	<b>7.6 Telkom Lines</b>	<b>Telkomlyne</b>	
	Sleeves for the Telkom lines were installed by the developer to each erf. Mr. M Geyer enquired about the lines at Telkom. They will only install lines when a minimum of 32 houses have been built. The newly elected trustees will investigate other options.	Pypleiding vir die telkomlyne was geïnstalleer deur die ontwikkelaar na elke erf. Mnr. M Geyer het navraag gedoen oor die lyne by Telkom. Telkom sal eers lyne installeer sodra daar 'n minimum van 32 huise gebou is. Die nuut verkose trustees sal ander opsies ondersoek.	M Geyer
	<b>7.7 Cellphone Reception</b>	<b>Selfoonopvangs</b>	
	There is very poor cellphone reception at Num-Num. It is requested that Status Mark send a letter on behalf of the HOA to Vodacom regarding this matter. Mr. M Geyer (18707) will assist Status Mark and explore other options.	Die selfoonopvangs op Num-Num is baie swak. Op sommige plekke is daar geen opvangs nie. Status Mark word versoek om 'n brief namens die HEV aan Vodacom te stuur oor die saak. Mnr. M Geyer (18707) sal Status Mark bystaan en ander opsies ondersoek.	M Geyer / SM
	<b>7.8 Purchasing of Gholf Cart for Estate – To be presented at meeting.</b>	<b>Aankoop van Gholfkarretjie vir die Landgoed – Sal voorgelê word by vergadering.</b>	
	Not approved.	Afgekeur.	
<b>8</b>	<b>Election of the Management Committee. (19.2)</b>	<b>Verkiesing van die Besturende Komitee. (19.2)</b>	
	<b>8.1 Determination of the number</b>	<b>Bepaling van die getal</b>	
	The constitution determined that there should be at least 4	Die konstitusie bepaal dat daar ten minste 4 trustees moet wees.	

	trustees.		
	<b>8.2 Nomination and election</b>	<b>Nominasie en verkiesing</b>	
	<p style="text-align: center;"><u>Nominations / Nominasies:</u>  Mr. J vd Merwe (18748) – accepted / aanvaar  Mr. M Geyer (18707) – accepted / aanvaar  Mr. P Jacobus Prinsloo (18699) – accepted / aanvaar  Mr. E Loubser (18687) – accepted / aanvaar  Mr. B Oosthuizen (18704) – declined / nie aanvaar nie</p> <p style="text-align: center;"><u>Election / Verkiesing:</u>  Mr. J vd Merwe (18748)  Mr. M Geyer (18707)  Mr. P Jacobus Prinsloo (18699)  Mr. E Loubser (18687)</p> <p style="text-align: center;">The new committee was unanimously elected. / Die nuwe komitee is eenparig verkies.</p>		
<b>9</b>	<b>Date of next meeting</b>	<b>Datum van volgende vergadering</b>	
	Proposal – 1 <sup>st</sup> Saturday in May 2017. The date for the next AGM will be determined via electronic voting. The Constitution will be amended accordingly.	Voorstel – 1ste Saterdag in Mei 2017. Die nuwe datum vir die volgende AJV sal bepaal word deur middel van elektroniese stem en in die konstitusie vervat word.	<b>STEM / VOTE</b>
<b>10</b>	<b>Closure</b>	<b>Afsluiting</b>	
	With there being no further matters to discuss, the meeting was declared closed at 10h30am with a thank you noted to Mrs. A Botha and Mrs. T Brown from Status Mark.	Met geen verdere items om te bespreek nie, verdaag die vergadering om 10h30am met 'n dankie aan Mev. A Botha en Mev. T Brown van Status Mark.	

**Status Mark Property Management**

P O Box 567

Tel: 044-691 3054

Mossel Bay

Fax: 044-691 1520

6500

**NUM-NUM HOME OWNER'S ASSOCIATION (71)**

**Budget 2017-2018**

	2015-6 Budget	2015-6 Actual	2016-7 Budget	2017-8 Budget
<b>Income</b>				
Interest	0.00	22018.00	0.00	0.00
Levy	294000.00	295750.00	362100.00	383400.00
Other	0.00	1100.00	10000.00	1000.00
	<b>294000.00</b>	<b>318868.00</b>	<b>372100.00</b>	<b>384400.00</b>
<b>Expenses</b>				
Animals	7800.00	12949.00	8580.00	8500.00
Audit	3500.00	3000.00	4000.00	3500.00
Bank Charges	3900.00	3673.00	4290.00	4000.00
Caretaker	54720.00	54720.00	58560.00	67860.00
Cell/Data	1000.00	0.00	1000.00	750.00
Depreciation	0.00	1496.00	0.00	0.00
Fire/First Aid/Medicals	4500.00	0.00	4950.00	2500.00
Insurance	7000.00	7428.00	7700.00	8352.00
Legal Fees	6000.00	0.00	6600.00	4900.00
Maintenance	20000.00	253761.00	50000.00	50000.00
Maintenance Reserve	23000.00	0.00	50000.00	50000.00
Managing Agents	57456.00	57935.00	61440.00	65760.00
Municipality	4000.00	3375.00	4400.00	4000.00
Office Equipment	2000.00	540.00	2000.00	1500.00
Postage & petties	2500.00	939.00	2500.00	1500.00
UIF	933.00	793.00	1026.82	1078.00
Wages	93347.10	81424.00	102681.81	107800.00
Sundry	2343.90	2753.00	2371.37	2400.00
	<b>294000.00</b>	<b>484786.00</b>	<b>372100.00</b>	<b>384400.00</b>
Income	294000.00	318868.00	372100.00	384400.00
Expenses	294000.00	484786.00	372100.00	384400.00
	0.00	-165918.00	0.00	0.00

Levy

70@350

71@425




71@450

Project in 2016/2017 funded by Special Levy

71 @ 5493


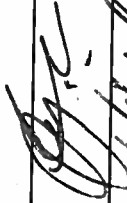

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NUM-NUM HOA ATTENDANCE REGISTER - AGM 2016

OWNER	CONTACT NR	EMAIL	SIGNATURE
A27 Konstruksie (70) Nel	18722		
AB & JIM Oosthuizen (59)	18704	ondrea@nashuisp.co.za	
Amston Trust (54) Johnston	18709		
Badenhorst NC (17)	18695	inbiden@kwebi.net	MB
Basson HE (50)	18713		
BCT Trust (66) Coetzee	18726		
Benrita Trust (58) Krause	18705		
Bisschoff NJ (60)	18700		
Bruyns M&A (32)	18734		
Burger J&FC (35)	18737		
Conradie P&M (19)	18693		
DA Louw & L Opitz	18715		
De Jager S & HS (65)	18727		
De Koker MM (18)	18694		
Dejaro Trust (49) Johnston	18714		



NUM-NUM HOA ATTENDANCE REGISTER - AGM 2016



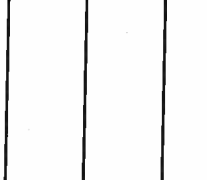
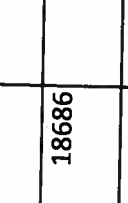
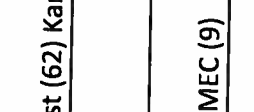

<u>OWNER</u>	<u>CONTACT NR</u>	<u>EMAIL</u>	<u>SIGNATURE</u>
Eriaan Trust (52) Jacobs	18711		
Ferreira S (43)	18720		
Fivaz L (45)	18718		
Germishuys JW&G (5)	18682		
Geyer M&H (56)	18707	emcgeyer@gmail.com	
Gore TG (29)	18747	VOLMAG	
Greyn R(8) ( Hassle Free)	18685		
Grobbelaar NP & Theron E	18735		
Grobbelaar NP & Theron E	18735		
Janse van Vuuren A (36)	18738		
Jordaan BN&L (46)	18717	DEJORO TRUST	
Joubert C&J (21)	18691	info@joubert-prop.co.za	
Joubert Christo (20)	18692		
JR Trust (71)	18721		
Kleynhans NWM & MC (55)	18708	VOLMAG	

NUM-NUM HOA ATTENDANCE REGISTER - AGM 2016


<u>OWNER</u>	<u>CONTACT NR</u>	<u>EMAIL</u>	<u>SIGNATURE</u>
Koen D&W (23)	18729		
Krige J (51)	18712		
Kruger TI&M (64)	18728	Spyns Thij Blaam Oosthuizen	
Llama Trust (68) Du Plessis	18724	VOLMAG	
Llama Trust (69) Du Plessis	18723	VOLMAG	
Loubser EF Mr	18687	0829018586	
Lubbe Family Trust	18703		
Mapierhan Trust (53) Du Plessis	18710	0839294604 Wapenhu egum.co	
Marais F&R (6)	18683		
Marais N&C (30)	18746	0827700092 nico@omplaw.co.za	
Marais R (44)	18719		
Mthethwa S (4)	18681	083-787-5961 surprise.mthethwa@gmail.com	
Mulder Investment Trust (67)	18725		
OMW Odendaal Family Trust (25)	18731		
Augustyn (34)	18736		

18736

**NUM-NUM HOA ATTENDANCE REGISTER - AGM 2016**

OWNER	CONTACT NR	EMAIL	SIGNATURE
Piet Kamfer Trust (62) Kamfer	18702		
Pieterse E (27)	18733		
Pretorius MW&MEC (9)	18686		
Prinsloo PJ & Vorster M (13)	18699		
Rademeyer J (15)	18697		
RGP Trust (61) Rauch Gartenbach	18701		
Roux D (57)	18706	Volmag	
Schalkwyk W&PL (22)	18690		
Scheepers R (26)	18732		
Seaman GK & CP (11)	18688		
Senekal TJC Mr	18689		
Swanepoel L&J (2)	18679	VOLMAG	
Van As F (31)	18745		
Van Der Merwe JM & MEC (28)	18748	0828910 480	
Van der Merwe SWB&M (7)	18684	VOLMAG	

**NUM-NUM HOA ATTENDANCE REGISTER - AGM 2016**

<u>OWNER</u>	<u>CONTACT NR</u>	<u>EMAIL</u>	<u>SIGNATURE</u>
18716 Van Niekerk HJ&PS (47)	VOLMAG		
18698 Van Rensburg HS (14)	VOLMAG		
18680 Van Rensburg J (3)			
18678 Van Zyl M (1)			
18696 Van Zyl R (16)			
18730 Verster T & Prinsloo PJ (24)			
18739 Zonnebloem Trust (37) Ferreira			
18740 Zonnebloem Trust (38) Ferreira			
18741 Zonnebloem Trust (39) Ferreira			
18742 Zonnebloem Trust (40) Ferreira			
18743 Zonnebloem Trust (41) Ferreira			
18744 Zonnebloem Trust (42) Ferreira			