



# STATUS-MARK

PROPERTY MANAGEMENT

EIENDOMBESTUUR

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## MINUTES

**MINUTES OF AN ANNUAL GENERAL MEETING OF NUM-NUM HOME OWNERS' ASSOCIATION HELD ON MONDAY, 2019/05/27 @ 17H00 FOR 17H30 AT SHELL, VOORBAAI.**

## NOTULE

**NOTULE VAN DIE ALGEMENE JAARVERGADERING VAN NUM-NUM HUISEIENAARSVERENIGING WAT GEHOU WAS OP MAANDAG, 2019/05/27 @ 17H00 FOR 17H30 BY SHELL, VOORBAAI.**

<b>1</b>	<b>Opening and Welcome</b>	<b>Opening en Verwelkoming</b>	<b>Action</b>
	The chairman, Mr. G Odendaal (18731), opened the meeting and welcomed all present.	Die voorsitter, Mnr. G Odendaal (18731), open die vergadering en heet almal teenwoordig welkom.	
<b>2</b>	<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.	
	<b>2.1 Confirmation of Quorum</b>	<b>Vasstelling van Kworum</b>	
	32 Owners were present in person or by proxy and a quorum was therefore duly constituted.	32 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 as presented was considered.	Die voorsittersverslag soos voorgehou is oorweeg.	
<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 were approved on a proposal from Mr. E Loubser (18687) and seconded by Mr. M Augustyn (18738).	Die vorige AJV notule word goedgekeur op 'n voorstel van Mnr. E Loubser (18687) en is gesekondeer deur Mnr. M Augustyn (18691).	
	<b>4.1 Matters arising</b>	<b>Sake voortspruitend</b>	
	Mr. J Krige (18712) discussed the following points and asked that it be addressed by the newly elected committee: <ul style="list-style-type: none"> <li>• Sewerage system – tended to continuously.</li> <li>• Limits on the amounts of money the trustees may spend without owner approval – This was already done at a previous AGM.</li> <li>• Safety / Security – No decision has been made with regards to the fence. It is the responsibility of each owner to ensure the safety of their homes.</li> </ul>	Mnr. J Krige (18712) bespreek die volgende punte en vra dat dit aangespreek word deur die nuut verkose komitee: <ul style="list-style-type: none"> <li>• Riolstelsel - word deurlopend aangespreek.</li> <li>• Beperkings op die gelde wat deur trustees spandeer mag word sonder eienaar goedkeuring – Dit is alreeds gedoen by 'n vorige AJV.</li> <li>• Veiligheid / Sekuriteit – Daar is nog geen besluit geneem oor die heining nie. Dit is elke eienaar se verantwoordelikheid om hulle wonings te beveilig.</li> </ul>	
<b>5</b>	<b>Finance</b>	<b>Finansies</b>	
	<b>5.1 Financial Statements 02-2019</b>	<b>Finansiële State 02-2019</b>	
	The financial statements as presented were approved on proposal from Mr. J Kemp (18701) and seconded by Mr. J van der Merwe (18748). Mrs. T Brown from Status Mark confirmed the bank balances and	Die finansiële state soos voorgehou word aanvaar op 'n voorstel van Mnr. J Kemp (18701) en is gesekondeer deur Mnr. J van der Merwe (18748). Mev. T Brown van Status Mark bevestig die bankbalanse en die	<b>STATUS MARK</b>

the levies in arrears as per date of meeting:  <b>ABSA BANK:</b> Cheque Acc: 38 382.95 Investment: R503 382.87	agterstallige heffings soos op datum van die vergadering:  <b>ABSA BANK:</b> Tjekrekening: R38 382.95 Belegging: R503 382.87	
Levies in arrears: R239 878.75 (includes fines)	Agterstallige heffings: R239 878.75 (sluit boetes in)	
Mr. J Krige (18712) requests that the auditors be asked whether in there estimation it would be beneficial to split the levy in arears component between outstanding levies, fines, interest etc.	Mnr. J Krige (18712) versoek dat die ouditeure gevra word of dit in hulle opinie waarde sal toevoeg indien die agterstallige heffings apart gewys word van boetes, rente ens.	
<b>5.2 Budget 2020/2021</b>	<b>Begroting 2020/2021</b>	
The budget for 2020/2021 was discussed.	Die begroting vir 2020/2021 word bespreek.	
The levy for each owner will be R605.00 per month as from 1 March 2020. The CSOS levy for each owner will be R2.10 per month as from 1 March 2020.	Die heffing vir elke eienaar sal R605.00 per maand wees vanaf 1 Maart 2020. Die CSOS heffing vir elke eienaar sal R2.10 per maand wees vanaf 1 Maart 2020.	
The budget was approved on a proposal from Mr. J Kemp (18701) and seconded by Mr. J Saayman (18721).	Die begroting word aanvaar op 'n voorstel vanaf Mnr. J Kemp (18701) en gesecondeer deur Mnr. J Saayman (18721).	
<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>	
The interest rate is approved on a proposal from Mr. M Geyer (18707) and seconded by Mr. F Raath (18710).	Die rentekoers word aanvaar op 'n voorstel vanaf Mnr. M Geyer (18707) en gesecondeer deur Mnr. F Raath (18710).	
<b>5.4 CSOS – Resolution to submit documentation on behalf of the HOA</b>	<b>CSOS – Resolusie om dokumentasie namens die HEV in te dien</b>	
The resolution was unanimously approved.	Die resolusie word eenparing aanvaar.	

6	<b>The consideration and fixing of the remuneration of the Bookkeeper for the financial year of the Association preceding the Annual General Meeting (19.7)</b>	<b>Die oorweging en vasstelling van die vergoeding van die Boekhouer vir die finansiële jaar van die vereniging wat begin voor die Algemene Jaarvergadering. (19.7)</b>	
	The remuneration of the Bookkeeper, (Pretorius Auditors) was unanimously approved. R11 400.00	Die vergoeding van die Boekhouer, (Pretorius Ouditeure) word eenparing aanvaar. R11 400.00	
7	<b>The consideration of any other matters raised at the meeting including any resolutions proposed for adoption by such meeting, and the voting upon such resolutions. (19.3)</b>	<b>Die oorweging van enige ander sake voortspruitend uit die vergadering, insluitende enige resolusies voorgestel en die stem op die resolusies. (19.3)</b>	
	None	Geen	
8	<b>Election of the Management Committee. (19.2)</b>	<b>Verkieping van die Bestuurs Komitee. (19.2)</b>	
	<b>8.1 Determination of the number of Trustees</b>	<b>Bepaling van die getal Trustees</b>	
	The constitution determined that there should be at least 4 trustees. The number of 5 trustees was proposed and unanimously approved.	Die grondwet bepaal dat daar ten minste 4 trustees moet wees.  Die getal trustees van 5 trustees word voorgestel en eenparing aanvaar.	
	<b>8.2 Nomination and election</b>	<b>Nominasie en verkiesing</b>	
	<u>Nominations / Nominasies:</u> Mr. D Flemix (18719) – accepted / aanvaar Mr. D Fourie (18717) – accepted / aanvaar Mr. E Loubser (18687) – accepted / aanvaar Mr. HJ Reyneke (18729) – accepted / aanvaar Mr. J Kemp (18701) – accepted / aanvaar <u>Election / Verkiesing:</u> Mr. D Flemix (18719) Mr. D Fourie (18717) Mr. E Loubser (18687) Mr. HJ Reyneke (18729) Mr. J Kemp (18701)		
9	<b>Discussion - Pets</b>	<b>Bespreking - Troeteldiere</b>	

	<p>The keeping of pets was discussed. Some owners feel pets should be allowed and some owners feel pets should not be allowed in the estate.</p> <p>It is proposed that the owners vote electronically on the matter.</p> <p>The decision is approved on proposal from Mr. M Augustyn (18738) and seconded by Mr. R Gruen (18685).</p>	<p>Die aanhou van troeteldiere is bespreek. Sommige eienaars wil graag troeteldiere aanhou en baie eienaars voel dat troeteldiere nie in die landgoed toegelaat moet word nie.</p> <p>Daar word voorgestel dat die eienaars weer elektronies moet stem hieroor.</p> <p>Die besluit word aanvaar op 'n voorstel vanaf Mnr. M Augustyn (18738) en gesecondeer deur Mnr. R Gruen (18685).</p>	
<b>10</b>	<b>Date of next meeting</b>	<b>Datum van volgende vergadering</b>	
	<p>The date of the next meeting will be determined by the newly elected trustees.</p>	<p>Die datum van die volgende vergadering sal deur die nuutverkose trustees bepaal word.</p>	
<b>11</b>	<b>Closure</b>	<b>Afsluiting</b>	
	<p>With there being no further matters to discuss, the meeting was declared closed at 19h00 with a special thank you to Mrs. A Botha and Mrs. T Brown from Status Mark.</p>	<p>Met geen verdere items om te bespreek nie, sluit die vergadering om 19h00 met 'n spesiale dank aan Mev. A Botha en Mev. T Brown van Status Mark.</p>	

GOEDGEKEUR / APPROVED:

\_\_\_\_\_

DATUM / DATE:

\_\_\_\_\_

Status Mark Property Management

Trustees

P O Box 567

Tel: 044-691 3054

Mossel Bay

Fax: 044-691 1520

6500

2019/05/10

NUM-NUM HOME OWNER'S ASSOCIATION (71)

Budget 2020-2021

	2018-9 Budget	2018-9 Actual	2019-20 Budget	2020-2021 Budget
<i>Income</i>				
Interest	0.00	39445.00	0.00	0.00
Levy	438780.00	438780.00	479680.00	515460.00
Other	2000.00	179110.00	2196.00	2200.00
	<b>440780.00</b>	<b>657335.00</b>	<b>481876.00</b>	<b>517660.00</b>
<i>Expenses</i>				
Animals	8925.00	12029.00	9600.00	9960.00
Audit	6000.00	10710.00	6600.00	11400.00
Bank Charges	4000.00	3720.00	4200.00	4200.00
Caretaker	74645.00	54770.00	110616.00	111840.00
Cell/Data	750.00		1000.00	1200.00
Depreciation	0.00	42198.00	0.00	0.00
Environmental Audit	17550.00		0.00	0.00
Fire/First Aid/Medicals	2500.00		2520.00	2520.00
Insurance	11652.00	11281.00	12540.00	13200.00
Legal Fees	4900.00		5160.00	5160.00
Maintenance	60000.00	87114.00	63600.00	79920.00
Maintenance Reserve	50000.00		50400.00	50400.00
Managing Agents	71020.00	71591.00	75960.00	81240.00
Municipality	4850.00	4461.00	5340.00	6036.00
Office Equipment	2500.00	7258.00	2520.00	4000.00
Postage & petties	1500.00		2280.00	2400.00
Wages, UIF,WCA & Uniforms	117588.00	117043.00	127020.00	131412.00
Sundry	2400.00	30204.00	2520.00	2772.00
	<b>440780.00</b>	<b>452379.00</b>	<b>481876.00</b>	<b>517660.00</b>
Income	<b>440780.00</b>	<b>657335.00</b>	<b>481876.00</b>	<b>517660.00</b>
Expenses	<b>440780.00</b>	<b>452379.00</b>	<b>481876.00</b>	<b>517660.00</b>
	<b>0.00</b>	<b>204956.00</b>	<b>0.00</b>	<b>0.00</b>
Levy	<u>71@515</u>		<u>71@563</u>	<u>71@605</u>
			Ombud Levy	<u>1.92</u>
Intrastructure budget funded from reserve				37920.00