



Adar Gardens Homeowners Association

MINUTES OF THE ANNUAL GENERAL MEETING OF ADAR GARDENS HOMEOWNERS ASSOCIATION HELD IN THE PARK, ADAR GARDENS, VORNA VALLEY ON SATURDAY 28 AUGUST 2010, 9H30

1. PRESENT

As per attendance register.

2. IN ATTENDANCE

Ms. Sharon Hall – Millennium Business Services cc

3. APOLOGIES and PROXYS

Apologies - None

4. WELCOME

The Chairman, Mr. W Schnatz opened the Meeting by welcoming all the members. The Notice of the Meeting having been sent out in the prescribed manner, the meeting was declared duly constituted and open.

5. THE MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING

The minutes of the previous Annual General Meeting were approved by all at the meeting.

6. CONSIDERATION OF THE CHAIRMAN'S REPORT

The Chairman distributed and read the Chairman's report to the Meeting.

7. APPROVAL OF THE AUDITED FINANCIAL STATEMENTS

Mr. F Bartlett presented the audited financial statements for the year ending February 2010 to the meeting. The financial statements were accepted by the meeting without any queries.

8. THE APPROVAL OF INCOME AND EXPENDITURE FOR THE ENSUING YEAR

Mr. F Bartlett presented the budget for the ensuing year and proposed that the levies be increased from the current amount of R 250.00 to R 275.00 per unit per month, the meeting agreed to the R25.00 rand increase per unit per month with effect from 1 October 2010.

It was noted by Mr. F Bartlett that we need to build the bank balance as the repair to the roads was imminent, it was also noted that there is a budgeted amount of R15 000.00 in the contingency account which may be used for the upgrade of the mircom / access control system, this system is an upgrade from what we currently have and has a host of new benefits.

The special levy of R1 273.00 was approved by the meeting and payable over a maximum of 4 months being R 318.00 per month, this special levy would cover ground and storm water repair and improvement.

9. TO APPOINT AN AUDITOR FOR THE ENSUING YEAR

Mr. F Bartlett proposed that the present auditors Haasbroek Steyn Chartered Accountants be retained as the accountants for the ensuing. Approved by all.

10. TO APPROVE THE REMUNERATION OF THE AUDITOR

The Meeting approved the auditor's fees of approx. R 7 620.00 for the next financial year.

11. ELECTION OF TRUSTEES

Mr. W Schnatz thanked the trustees for all their hard work and commitment over the past year.

After nominations and acceptances, the following members were accepted as Trustees for the ensuing year by the Members:

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|------------------|---|---------|---|--------------------------------|
| • Mr. F Bartlett | - | Unit 9 | - | Finances |
| • Ms. M Delport | - | Unit 50 | - | Social Committee |
| • Ms. T Dladla | - | Unit 1 | - | Communications |
| • Mr. J Hill | - | Unit 24 | - | Aesthetics |
| • Mr. A Mmbara | - | Unit 42 | - | General |
| • Mr. W Schnatz | - | Unit 45 | - | Maintenance / Security & Chair |
| • Ms. S Tseeke | - | Unit 48 | - | Communications |

Antoinette Schnatz is happy to help on the social committee and Shirley Warnock will still supervise Paul – the garden service.

12. DETERMINATION OF THE DOMICILIUM CITANDI ET EXECUTANDI

Mr. W Schnatz proposed that the Domicilium for the Adar Gardens Homeowner's Association be that of the Administrator – Millennium Business Services cc. Accepted by the meeting

13. GENERAL

General items discussed:

Security:

- It was noted by Mr. W Schnatz that the cameras were currently not operating and are in for repairs; we expect to have an answer to the problem by Monday 30 August 2010. It was also noted that since installation in November 2009 the cameras have not given any problems at all. It was again highlighted that the security of your property in your first line of defence and the electric fence and gate are only the second line of defence and cannot be relied on or guaranteed.
- The incoming trustees will investigate the use of access cards for contract workers.
- It was highlighted that should you see anything or anyone suspicious you must contact TRS who will send a response vehicle to investigate.
- It was again noted that tailgating is a problem and residents must be aware of who is coming into the complex behind them; the meeting decided that each resident will receive a complex sticker so they can be easily identified by fellow residents when entering the complex. – Antoinette Schnatz unit 45 has volunteered to administer the stickers.
- Residents are permitted to put spikes on their boundary walls, but they must first liaise and seek approval from their immediate neighbours.

- Ms. S Tseeke and her team did some work on getting quotes during the last spurt of burglaries, the finding where as follows:
Random cameras within the complex – approx. R74 000.00
Monthly guarding – approx R25 000.00 per month

General:

- All tenant and owner details must be updated on the website before the end of September 2010, should we the trustees discover that tenant details have not been loaded to the website the owner will receive a fine of R 100.00 per month until such time as the details are updated.
- Businesses may not be operated from the units within the complex unless as per the conduct rules, permission has been given by the board of trustee. Letters must be sent to unit 30 and 52 who are currently running businesses from the units.

There being no further business to discuss, the meeting closed at 11h00

Minuted by: **SHARON HALL**
MILLENNIUM BUSINESS SERVICES

Approved by: **WERNER SCHNATZ**
ADAR GARDENS HOMEOWNERS
ASSOCIATION