HOME OWNERS ASSOCIATION

BUILDING NAME: SONNEVELD ATLANTIS CITY

MINUTES OF THE ANNUAL GENERAL MEETING HELD VIA MICROSOFT TEAMS ON TUESDAY THE 28^{TH} OF JUNE 2022 AT 6:00 PM.

PRESENT: AS PER ATTENDANCE REGISTER

1. NOTICE OF CONTINUED ANNUAL GENERAL MEETING:	ACTION
Mr. Ruele declared the meeting open and welcomed the members present. Mr. Makhale was requested to assist in chairing the meeting.	
The Notice of the continued Annual General Mooting was distributed to be	
6th of June 2022.	
2. THE APPROVAL WITH OR WITHOUT AMMENDEMENT OF THE FIDELITY	
MICOIO MICE COVER	
Mr. Scott confirmed that the Home Owners Association was currently covered for Fidelity Insurance under the following Insurance Policy — CIA-71096 for the total sum of R 1 007 370.64 (cash on hand 30/04/2022 R 715 991.89) + 3 months levy income R 291 378.75 (R 97 126.25 per month based on the current Admin Levy) with effect from the 1st of June 2022.	
Mr. Scott advised the members present that the sum insured was being reviewed on a quarterly basis.	
The members unanimously agreed to approve the Fidelity Insurance Cover as presented.	
3. THE APPROVAL, WITH OR WITHOUT AMENDMENT IN TERMS OF THE PROPOSED ESTIMATE OF INCOME AND EXPENDITURE.	
ESTIMATE OF INCOME AND EXPENDITURE:	
Mr. Makhale advised the members present that the budget presented made provision for a 10% increase with effect from the 1st August 2022.	
It was further noted that the budget did not cater for an increase in the Build Penalty Levy, which levy is currently R 1 000.00 per month.	
Mrs. Barnes advised that in terms or previous Annual General Meetings held, the levy for each property on the Estate should be increased until such time that all properties were paying the same contribution. This means that the current sliding scale structure for the townhouses and sub-divided properties should be increased and not the houses, seconded by Mrs. Reddy.	
Mr. Mabuti Motau advised that the townhouses did not receive the same benefits as the houses and thus did not agree with the above. Mr. Motali requested that the Directors be more interactive and transparent. Following a lengthy discussion, the Directors proposed that the structure of the levy contributions for the different types of dwellings in the complex be investigated and referred back to the members for consideration at the next Annual General Meeting. This proposal was seconded by Mr. Ruele. No objections were received.	DIRECTORS
Mrs. Barnes queried the expense line items in the budget for Cleaning & Gardening. The Directors confirmed that the cleaning related to the clearing of the vacant stands whilst the legal processes were underway as well as clearing of the grass outside the perimeter wall of the complex. Mrs. Barnes expressed advised that the gardening was not being attended to on a monthly basis. Mrs. Barnes comment was noted.	KYLEE
In the absence of any objections, the Proposed Estimate of Income and Expenditure was approved as presented, thus increasing the monthly Levy by 10% with effect from the 1st of August 2022.	
THE APPOINTMENT OF AN AUDITOR:	
It was unanimously agreed that Carla Rae Tucker Charted Assessing to	BIANCA /
and choding year.	HENCIA
THE DETERMINATION OF	
In terms of the newly accepted Memorandum Of Incorporation (MOI) the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a manifest of the Board of Directors is to consist of a minimum of 3 (three) and a mini	



6. THE ELECTION OF THE NUMBER OF INCOMING DIRECTORS: Mr. Makhale proposed that the directors remain unchanged until next Annual General Meeting, which is envisaged to be held in November 2022 Francis Ruele TAYLOR / Thamsanga Simelane **ERYN** Sydwell Sekole Johnny Makhale Johan Slabbert 7. DETERMINATION OF THE CREDIT CONTROL POLICY: Mr. Scott provided the members present with an overview of a proposed Credit Control Policy for consideration. Mrs. Reddy queried who the interest (per point 2 below) accrues to. Mr. Scott confirmed that all interest invoiced accrues to the Home Owner's Association levy fund. Following a brief discussion, the members approved the credit control policy below relating to the payment and non-payment of monthly levies and ancillary costs. **CREDIT CONTROL WORDING** 1. It was unanimously agreed that the annual levy approved at the Annual General Meeting is payable by all registered owners, as well as future registered owners, in 12 equal monthly installments and that each installment is due in advance on the 1st day of each month. (Read: The payment is to have cleared in the Homeowners Association designated bank account on or before the 7th day of the month). It was further resolved that if an owner's levy account is in arrears for a period of 60 days, the monthly levy reverts to an annual levy and is then payable immediately upon said 60th day of the levy account being in arrears. 2. It was unanimously agreed that any levy account, including all ancillary costs, not settled on or before the 7th day of the month will attract interest at the rate of 2% per month (24& per annum, compounded monthly) on the outstanding balance 3. It was unanimously agreed that the Managing Agent direct a reminder SMS on the 8th, 9th, and 10th day of the month to all owners whose levy account, including ancillary costs, is not settled. Each reminder SMS will carry an administration cost of R 10.00, which is to be recovered from the responsible owner. 4. It was unanimously agreed that if a levy account, including ancillary costs, is not settled by the 7th day of the month, the Managing Agent be instructed to forward appropriate "Arrear" correspondence, with the administration cost thereof amounting

to R 50.00 being recovered from the responsible owner.

5. It was unanimously decided that if a levy account and ancillary costs remain in arrears for a period of 60 days, the monthly levy reverts to an annual levy and is then payable immediately upon said 60th day of the levy account being in arrears. The Managing Agent is instructed to hand the account over to an Attorney or to CSOS (Community Schemes Ombud Services) for collection and that all costs relating thereto, including a monthly administrative fee of R 176.00 be recovered from the responsible owner.

6. It was unanimously decided that the administration cost relating to the forwarding of correspondence to an owner in contravention of the Memorandum of Incorporation, the Companies Act, or the Participation Rules of the Home Owners Association, be forwarded by the Managing Agent at an administration cost of R 200.00 per correspondence the cost of which is to be recovered from the responsible owner. The administrative cost applies to electronic / posted / hand-delivered correspondence.

8. THE DETERMINATION OF THE DOMICILIUM CITANDI EX EXECUTANDI:

Mr. Makhale proposed that the domicile address of the Home Owners Association remain that of the office of the Managing Agent, seconded by Mr. Ruele. No objections were received.

Selection Estates

91 Main Road, Farrarmere, Benoni, 1501

P.O Box 15014, Farrarmere, 1518

011-849-6800

9. MATTERS FOR THE INCOMING MEMBERS / DIRECTORS / NEW MATTERS Guardhouse

Mr. Makhale advised the members that according to Ekurhuleni, the guardhouse structure does not exist on any plans with Ekurhuleni. The Directors were trying to locate a copy of the Title Deed and noted that an attorney had been appointed to assist in this regard. As soon as documentation in this regard was available and in order, the Directors would be attending to the submission of the proposed plans to Ekurhuleni for consideration and approval.

10. CHANGING THE FINANCIAL YEAR END:

Mr. Makhale proposed that the Financial year end of The Sonneveld Atlantis City Homeowners Association change to the 31st of August of each year. Mr. Makhale advised that the intention of the proposal was to ensure that all future Annual General Meetings could be held in the warmer months of the year, where there was less risk of Load-Shedding, and that the auditors would be under less pressure, thus ensuring that the audited financial statements were available sooner.

It was noted that should the members approve the proposal made, all future Annual General meetings could be held in the November of each year. Mrs. Goosen proposed that consideration be given to holding future meetings electronically thus affording non-resident owners the ability to participate in the Annual General Meetings.

Following a lengthy discussion it was resolved that the Financial Year end of the Home Owners Association be amended to the 31st August and that the current directors remain in office until the next Annual General Meeting, to be held in November 2022. No objections were received.

HENCIA / DIRECTORS

11. <u>AMENDMENTS TO THE MEMORANDUM OF INCORPORATION & ELIGIBILITY CRITERIA:</u>

Mr. Makhale proposed that the members approve an amendment to the Memorandum of Incorporation, giving effect to the requirement that newly appointed members of the Board of Directors (BOD) be subjected to a vetting process prior to taking up an office. This vetting process would include background clearances based on the eligibility criteria.

In addition to the current eligibility criteria, the following elements must be added as being relevant:

- Criminal record
- Sequestration and
- Directorship delinquency status

Any other allegation relating to financial irregularity

No objections were received from the members with regard to the above proposal.

12.CCTV CAMERA SYSTEMS:

Mr. Makhale proposed that the members consider and approve the proposal to acquire additional CCTV cameras for installation inside the complex, at strategic areas, to strengthen and enhance safety and security in the complex.

Mr. Makhale advised that the Directors were investigating the installation of Solar to backup the CCTV installation during incidents of loadshedding. During the Annual General Meetings held in 2019 & 2020, the Directors were requested to address the security in the complex and strengthen security.

Mr. Makhale advised that the street signs in the complex had been updated.

Mr. Makhale advised that CCTV had been installed on the perimeter of the complex and confirmed that a quarterly newsbulletin was being distributed to all owners with regard to security, etc.

Mrs. Reddy queried the cost of the CCTV cameras already installed in the complex. The Directors confirmed that 7 cameras had been installed in the complex, all of which were infrared with a solar backup. The cost of the installation amounted to R 75 000.00. A concern was expressed relating to the stability of the support poles. Mr. Makhale confirmed that the support poles had been concreted in and requested that any concerns raised be forwarded to the Directors for further investigation.

A concern was raised with regard to the location of the camera's and the possible invasion of privacy. It was agreed that any concerns of this nature be forwarded to the Directors in writing.

Mr. Mabuti Motau requested that the Directors be more interactive and transparent with members of the Home Owners Association. Mr. Makhale advised that the Directors were

governmed by the Memorandum of Incorporation in terms of actions taken including their procurement process. Quarterly memorandums were being sent to owners. The last memorandum sent in February 2022 highlighted the camera installation. Selection Estates was requested to redistribute the newsletter for record purposes.	HENCIA / ERYN
Following a brief discussion it was agreed that with immediate effect, the Actual Versus Budget Analysis be made available to all owners on a monthly basis.	HENCIA / KYLEE
13.ROAD INFRASTRUCTURE:	
Mr. Makhale advised the members that the Disselve in	
Mr. Makhale advised the members that the Directors had reported the stormwater problems being experienced in the complex to Ekurhuleni. The Directors and council were working with an engineer to try locate the cause of the problem.	
It was noted that the council was also attending to the opening up of the stormwater lines to ensure that there are no unnecessary blockages.	
Mr. Mahasa volunteered to engage with the Directors to offer assistance in identifying the problem and potential solutions.	
There being no further business to the	
There being no further business to discuss the meeting was closed at 20:15 PM.	

CHAIRPERSON:

DATE: 25.07.2022