

**BUILDING NAME: SONNEVELD ATLANTIS CITY**

**PRESENT: AS PER ATTENDANCE REGISTER**

[illegible]



<b>6. THE ELECTION OF THE NUMBER OF INCOMING DIRECTORS:</b>	
<p>Mr. Makhale proposed that the directors remain unchanged until next Annual General Meeting, which is envisaged to be held in November 2022</p> <ul style="list-style-type: none"> <li>- Francis Ruele</li> <li>- Thamsanqa Simelane</li> <li>- Sydwell Sekole</li> <li>- Johnny Makhale</li> <li>- Johan Slabbert</li> </ul>	<p><b>TAYLOR / ERYN</b></p>
<b>7. DETERMINATION OF THE CREDIT CONTROL POLICY:</b>	
<p>Mr. Scott provided the members present with an overview of a proposed Credit Control Policy for consideration.</p> <p>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.</p> <p>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.</p> <p style="text-align: center;"><b>CREDIT CONTROL WORDING</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>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</li> <li>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.</li> <li>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.</li> <li>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.</li> <li>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.</li> </ol>	
<b>8. THE DETERMINATION OF THE DOMICILIUM CITANDI EX EXECUTANDI:</b>	
<p>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.</p> <p>Selection Estates 91 Main Road, Farrarmere, Benoni, 1501 P.O Box 15014, Farrarmere, 1518 011-849-6800</p>	
<b>9. MATTERS FOR THE INCOMING MEMBERS / DIRECTORS / NEW MATTERS</b>	
<p>Guardhouse</p>	



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 31<sup>st</sup> 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 31<sup>st</sup> 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. AMENDMENTS TO THE MEMORANDUM OF INCORPORATION & ELIGIBILITY CRITERIA:**

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

governed 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
<b>13. ROAD INFRASTRUCTURE:</b>	
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 discuss the meeting was closed at 20:15 PM.	

CHAIRPERSON:

*F. Ryale*

DATE: 25.07.2022