

WESTBROOK ESTATE HOMEOWNERS ASSOCIATION MEETING

Thursday 28 July 2011.

Meeting commenced at 17h38

Attendance / Apologies

Present: Directors

Gary Brown / Chairperson
Chris Buyskes
Varian Rossouw
Hannaline Scholtz
Gunter Schuttler

Apologies / Proxy / Absent:

Duncan Eriksson / Proxy
Shiven Singh / Apologies

Secretariat:

Carol Crocker.

Invites:

Stefan Venter Advanced Guarding Solutions Africa
Shiven Singh – 2127

Minutes of Previous Meeting

Approved

Next Meeting Thursday 25 August 2011 time 17h30

	Action /Decisions	Date
<p><u>Matters Arising Reports</u></p> <p><u>Security report – Stefan Venter</u></p> <p>Working combination is working well. There are 3 team leaders of which Advanced Guarding will absorb the extra payments for team leaders.</p>		

Finance

Arrears and collections are to be passed on to LNA Leon Oosterhuizen.

It was brought to the director's attention that a few residents have skipped June or July 2011 levies, reminder is to be sent to these residents.

All accounts have been loaded for payment.

General

1) Financials

The 2010 financials have been signed and will be sent to web designs to place on web site.

As this was a first time audit for Botha and Fourie auditors an extensive and thorough audit was done provision was also made for the disputes on lights and water, these disputes are ongoing.

2) Cell Phone contract

The guard house cell phone has been blocked for outgoing call as this privilege was being abused.

3) Web site

This site is to be cleaned up and all files that cannot be opened should be changed to PDF and Abode reader options.

Meeting ended 19h08

Chairman

Date:

Report back from directors meeting 23 July 2011

- 1) Benson Thase was dismissed after his hearing. Remuneration till 4 July 2011 and leave pay.
- 2) Quotes to tidy up the computer system in the guard house still pending

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