

WESTBROOK ESTATE HOMEOWNERS ASSOCIATION DIRECTORS MEETING

THURSDAY 24 FEBRUARY 2011.

Meeting commenced at 18h05

Attendance / Apologies

Present: Directors

Attie Wilcocks/ Chairperson
Chris Buyskes
Varian Rossouw
Gunter Schuttler

Apologies / Proxy / Absent:

Peter le Mottee / Proxy
Duncan Eriksson / Proxy
Gary Brown / Proxy

Secretariat:

Carol Crocker.

Next Meeting

The next meeting will take place just before the SGM at 18h30

	Action /Decisions	Date
1) <u>Welcome</u> Attie Wilcocks welcomed all the meeting commenced 18h05		
2) a) Proxy /Peter le Mottee b) Proxy /Duncan Eriksson c) Gary Brown / Proxy		
3) <u>Minutes of the previous meeting</u> Approved.		
4) <u>Invite</u>		

5) Report Estate Manager / Security

Security
no report

Estate Manager
Report on snakes in the Estate. tabled under general

6) Arrears and collections

Mrs. Magara has advised that the arrear levies will be paid as soon as the sale of another house has been finalized. The directors requested that the transfer attorneys must sign an undertaking to pay the arrear levies from the proceeds of the sale.

7) General

The content of the agenda for the SGM on 22 March 2011 was reviewed and mailing pack was finalized. The notice for the SGM must be sent out on 1 March 2011.

The budget for 2008-2009 from Duncan Eriksson is to be mailed to Fourie and Botha to finalize the 2009-2010 financials.

The matter of the letter in connection with the snakes in the complex was addressed and the directors requested that the Estate Manager reply to all on the email address and not one individual, it was then decided that a news letter will go out advising all in the Estate of the outcome of an investigation into the matter.

The contractors at 2115 and 2145 are to be reminded times in the Estate. All contractors are to be off the property by 6pm.

Meeting adjourned at 19h20

Chairman.

Date:
