

WESTBROOK ESTATE HOMEOWNERS ASSOCIATION

MINUTES OF DIRECTORS MEETING HELD AT UNIT 2084 WESTBROOK ESTATE 9TH NOVEMBER 2009

Meeting commenced at 16H16 chaired by Gregory Rockman, Carol Crocker taking minutes.

Apologies

Salona Govender late held up at the office

Vuyo Mini held up in traffic

Directors present:

Gregory Rockman

Adrian Wilcocks

Pricilla Kobe

Christopher Buyskes

Reason Mkhathshwa

Vuyo Mini

Salona Govender

Minutes of previous directors meeting, AGM and directors agenda was presented to the board.

It was suggested that a chairperson be elected at the end of the meeting as everyone was not present at the start of the meeting.

Security report

Carol presented the security manager and gave a report:-

- 1) Meetings are held with all the security personal to keep good working relations amongst the personal.
- 2) Lightning costing the Homeowners approximately R5000.00 per month to maintain the energizers , Brunner International has suggested that an earth wire be placed on top of the existing fence this will be very expensive. Carol was then asked to get 3 quotes to upgrade the existing system or replace the same. A request for a report from Brunner International on the current security system.

Reason motioned that the Security Manager be present at the directors meetings to give his own report this was seconded by Pricilla

Estate Manager Report

Carol reported that high priority was that Eskom will be replacing their lines and have asked us to relocate our park that is in their servitude area. The developer has given the Homeowners Association an area to move to, this is only temporary when Eskom is finished the park will be moved back. The directors requested that the Estate Manager gets 3 quotes the quotes must include the removal and replacing after Eskom have finished in the area.

The untidiness and contravening of the rules and regulations of the estate. It was established that the Homeowners are responsible for their own driveways and inside their boundary walls. No fines should be imposed on anyone who is contravening the rules and regulations, a letter should be sent to the home owner or tenant, if this is not sufficient then the Estate Manager must arrange a meeting with the offender.

The directors were also asked to keep in mind that the owner of 2084 will be taking their house back sometime and therefore new office space must be thought of.

It was requested that communication with home owners and tenants be done through email and a letter be signed for at the gate.

Finances

Reason requested that the Estate Manager draws up a list of creditors and suppliers and the current expense of the estate.

It was requested from a subcommittee that was formed at the AGM to present 3 quotes for new auditors, to date none have been presented. Reason and Vuyo have volunteered to look for new auditors and present the quotes by 11th November 2009

A subcommittee was formed consisting of Pricilla and Salona to acquire and reconcile financial figures from 1st March 2009 to date this must be emailed to all the directors by 13th November 2009.

The directors have also requested that Estate Manager prepares a monthly statement of the income and expenditure.

Cancelation of garden services

A subcommittee consisting of Reason, Gregory and Vuyo are to set up a meeting with Spoelklippies directors and Itebohe security manager. Copies of the contracts for Spoelklippies and Itebohe security was handed to all directors.

General

The Directors were informed that at the moment there are no tracing attorneys appointed for bad debt as the previous appointed attorneys were using the payments made by our customers to pay for their services.

The Developer advised the board that currently the Home Owners Association was operating under insolvent conditions and as he has invested over R27 million in the Estate he was not prepared to see the Estate values deteriorate, due to once again the delays in increasing levies and the ongoing procrastination. He advised that should the financial situation not be rectified by 1st January 2010 he would proceed with an application to place the Home Owners Association under curatorship. The chairman advised that he saw this as a threat and requested the developer to retract his statement, to which the developer refused.

Reason enquired about the borehole on site. Christopher informed the directors that this was the case and currently on stand 2369.

Accounts approved for payment

Westbrook Maintenance R1500.00
KGT R223.76

Red Bins

The directors have decided to discontinue this service to the home owners as it is too costly and gets abused by some home owners placing kitchen garbage in them thus attracting flies.

The directors appointed at the AGM signed their appointments as directors for Westbrook Homeowners Association.

Meeting adjourned 20h10