



# PROPERTY MANAGEMENT GROUP

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## MARINA VILLAGE HOA

### **MINUTES OF THE ANNUAL GENERAL MEETING (AGM) OF MVHOA HELD ON 08 JANUARY 2011 AT THE LINKS GOLF ESTATE, St FRANCIS BAY AT 10H00**

#### **PRESENT:**

EH CLACK                      3379  
N HULETT                      3306  
B LAHANA  
3300  
3302  
3318  
3304  
3384  
3340  
3325  
3296  
3323  
3307  
3322  
3330

#### **PROXIES:**

3333                      3336  
3378                      3327  
3344                      3326  
3319                      3313  
3343                      3309  
3337                      3308

#### **APOLOGIES:**

#### **ABBREVIATIONS:**

Rudolph Germishuys RG

No.	ITEM	ACTION
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1	<p><b><u>AGM NOTICE/QUORUM/APOLOGIES</u></b></p>	
1.1	<p>Mr. Etienne Clack (Chairman) welcomed everybody present and introduced Rudolph from PMG. All apologies noted. Peter Anderson, David Raper</p>	
1.2	<p>Due to notice having been given and a quorum for the AGM present, (35%), the meeting was declared duly constituted and proceeded with business as per the agenda.</p>	
1.3	<p>Previous minutes was read to members. As no objection is noted, it is considered as duly read and dealt with.</p>	
	<p><b>RESOLVED, proposed by Mr. Andrew and seconded by Ms. Loots</b></p>	
2.	<p><b><u>CONSIDERATION OF THE FINANCIAL STATEMENTS (AFS) AND REPORT FOR THE YEAR ENDED 30 JUNE 2010</u></b></p>	
2.1	<p>Mr. Clack briefed all members present on the AFS and mentioned that the AFS was approved at the financial Directors meeting held in November 2010. He made special notice of the debtors and explained that some owners have gone insolvent and that debt is not at an acceptable level at the moment. The directors together with PMG will monitor it closely.</p>	
	<p><b>RESOLVED, proposed by Mr. van Vuuren and seconded by Ms. Loots with no objection or questions noted, the AFS for the period ending 30 June 2010 is duly considered and accepted.</b></p>	
3.	<p><b><u>PROPOSED BUDGET FOR THE FINANCIAL YEAR ENDING 28 FEBRUARY 2011</u></b></p>	
3.1	<p>The proposed budget was tabled as circulated.</p>	
3.2	<p>There is no increase in the budget; Etienne explained the expenses and all agreed. Rudolph raised the point Mr. Twiss asked to raise. He suggested that owners with plots pay a reduced levy. It was put to a vote and all agreed levy should remain at R400 per Erf, regardless whether the Erf was vacant or not. Noted</p>	
	<p><b>RESOLVED on proposal by Mrs. Loots and seconded by Mrs. Clack, and with no objections noted, the proposed budget for the period ending 30 June 2011 as presented is approved.</b></p>	

4.

**APPOINTMENT OF AN AUDITOR AND MANAGING AGENT.**

4.1

Moore Stephens to remain auditor.

4.2

Property Management Group to remain the duly appointed managing agent.

**RESOLVED, proposed by Mrs. Loots and seconded by Mr. van Vuuren and accepted by all.**

5.

**DETERMINATION OF NUMBER OF DIRECTORS.**

5.1

After some deliberation, all present agreed and so noted that seven (7) owners be elected as trustees.

**NOMINATION AND ELECTION OF DIRECTORS**

SEVEN (7) members were nominated being in no order of preference:

5.1.1 E CLACK CHAIRMAN

5.1.2 B LAHANA

5.1.3 N HULETT

5.1.4 C STOKKENSTROOM

5.1.5 D RAPER

5.1.6 B WELLS

5.1.7 P ANDERSSON

Special notice is made to Pete Anderson for all the hard work put in over the years in Marina Village.

**RESOLVED, unanimously by members present that the number of Directors are seven, that the seven nominees elected are hereby appointed Directors for the ensuing financial year.**

**DIRECTIONS OR RESTRICTIONS IN TERMS OF SECTION 39(1) OF THE ACT.**

**RESOLVED unanimously by members present that no specific restrictions are placed and/or given to incoming directors.**

**DOMICILIUM CITANDI ET EXECUTANDI OF THE BODY CORPORATE.**

Members present agreed that the domicile of the Body Corporate would be that of the Managing Agent.

<p>7.</p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p>	<p><b>RESOLVED that the domicilium citandi et executandi of the Body Corporate will remain that of the Managing Agent, i.e. : Property Management Group, 13 Oosterland street, Jeffreys Bay, 6330</b></p> <p><b><u>GENERAL.</u></b></p> <p><b><u>Gates</u></b>  Rudolph explained that the gates would have been finished and erected but there was a backlog at metal man i.e. the galvanizing company in PE. He assured that everything will be finished by mid February. Etienne explained the thinking behind the gates. He mentioned that the gates will be closed between 7pm and 7am. This is done so the guard can patrol at night. The gate system will work from your cell phone and a tag system. A goose neck would also be available for Rental Tenants temporary access, i.e. particularly over holiday periods. Once fully installed Rudolph will send the information via email.</p> <p><b><u>Estate agents boards</u></b>  No for sale boards allowed accept on a weekend and on show. Boards are allowed with one pointer board on the road corner leading to the house or plot. The agent who is showing must be present at that showing. Municipal by law states boards can be up at 12:00 on a Friday and of on a Monday before 12:00. No exceptions.</p> <p><b><u>Garden services.</u></b>  From the floor it was mentioned that the verges are not cut efficient and that the garden service is not doing a good enough job. It will be investigated and the necessary actions will be taken.</p> <p><b><u>Slipway.</u></b>  After a lengthy discussion about the slipway the following was decided. The directors should come up with a plan to stop outsiders from accessing the slipway. A set of rules should be adopted as to how the boats should be launched and where the trailers should be parked. After these decisions have been taken it should be implemented with the strictest of measures. A register of all Owners and their boat registrations is being investigated, together with a disc system for each boat and trailer. All agreed.</p> <p><b><u>Fire equipment.</u></b>  The directors should look at storing fire fighting equipment at the storage rooms at the gate house.</p>	
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7.6

**Consolidation of plots.**

If a plot is consolidated you will pay one levy. R400. If your plot is consolidated between the walkways you will have to adhere to the servitudes.

7.7

**Servitudes**

A legal opinion shall be obtained to see what can be done to accommodate all the owners. Rudolph will then communicate back to the owners.

7.8

**Email.**

Email correspondence is the proffered means of communication unless otherwise stipulated. The onus rest on the owners to keep their emails up to date with the managing agent. All agreed.

8.

**CLOSURE AGM 2011**

There being no further business the meeting adjourned at 12h30.

CHAIRPERSON \_\_\_\_\_ DATE: \_\_\_\_\_

TRUSTEE \_\_\_\_\_ DATE: \_\_\_\_\_

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