MINUTES OF THE ANNUAL GENERAL MEETING OF THE NAUTILUS BAY HOME OWNERS' ASSOCIATION, HELD ON THURSDAY 20 DECEMBER 2012 AT 11H00 AT THE POINT HOTEL, MOSSEL BAY

1.	**OPENING AND WELCOME** Mr Haycock acted as Chairman for the meeting and welcomed everyone present. Mr Haycock made apology for Mr Le Roux who could not be able to attend the AGM and also reported that Mr Le Roux will be standing down as Chairman due to work obligations.	
2.	**PRESENT :** Mr R Haycock Mrs R Moore (Status Mark) Miss L Prinsloo (Status Mark Owners as per attendance register **APOLOGY:** Mr W Le Roux Mr E Raubenheimer Mrs C Van Heerden Mr G Shear Mr B Dippenaar **PROXIES:** **For Chairman:** G Shear – erf 27	

	V Govender – erf 29 B Potgieter – erf 33 D Fourie – erf 34 J Hanekom – erf 39 P Spathelf – erf 41 C Van Heerden – erf 55 B Dippenaar – erf 69 E Aucamp – erf 78 W Nieman – erf 80 **For Mr B Impens (erf 17)** D Impens – erf 21 D Van der Beke – erf 31 I Impens – erf 49 **For Mr N Albertyn – (erf 64)** J De Phino – erf 11 KH Curtis – erf 42 KH Curtis – erf 66	
2.1	**A Legal Quorum is obtained**.	
3.	**CHAIRMAN'S REPORT:** The Chairman's report were handed out at the meeting and discussed. Mr Le Roux was thanked for his input with regard to the Chairman's report. For those owners who did not attend the AGM, a copy of the Chairman's report will be circulated together with the minutes of the AGM.	**S.M**
4.	**Approval of previous minutes:** Minutes were approved. **Matters arising from previous minutes:** It was not noted in the previous minutes that Mrs Heath of erf 72 attended the meeting. The correction will be done.	**S.M**

4.1 4.2	**Removal of Exotic plants** – It was reported to the meeting that funds were received from Vuru Vuru for the removal of exotic plants. These funds were placed in an investment account with Mr Le Roux. A contract was awarded to AB Steenberg and Steven Prins for an amount of R427 120.00 for the removal of exotic plants on certain areas of the estate. It was reported that the contract has been completed but certain follow up work still has to be done.Concerns were raised about wood still lying around that needs to be removed as it causes a fire hazard and the cost to have the wood removed could have high costs involved. Question were also raised as to who is responsible for the removal of the wood. Mr Haycock will get a copy of the contract to determine the responsibility of the removal of the wood. Mr Sievers and Mr Impens will provide contact details of contractors that Excom can obtain quotes from to have the wood removed. **Security**– During March 2012 Excom did investigation to have the system upgraded. Currently cameras are located to monitor access and movement along the eastern and western beach access roads and to some degree the surrounding areas. Certain challenges with these cameras relate to night visability and limited multiple focus capability. An alternative option that is currently being looked at is the introduction of a fibre optic backbone system that would improve flexibility for future changes and upgrades. The fibre would basically follow the existing road network with above ground stations (approximately 500mm high) located along the road to link to either cameras and or other sensory equipment which can be installed over a number of years. The estimated price of a completed system would be in the region of R250 000. Mr Breytenbach raised concern about spending large amounts on a perceived threat and wanted to know if this is really necessary. It was also proposed by the meeting for Excom to have a look at wireless options. Excom is still investigating the matter and will give feedback to owners in due course.	**Excom** **Excom**

4.3	**Access control** – Excom are currently looking at wireless,GSM and hardwire. It was found that the option of hardwire may not be feasible due to the fact that the pipes have been disturbed and the cost is to repair such could prove to be excessive. The cost of a GSM system will be approx. R15 000. This system will operate on a goose neck installed at the entrance gate, visitor will dial number on keypad and the owner will open gate from his/her cellphone. This call is then recorded on a server. Mrs Van Rensburg proposed that Excom have a look at the cell-to-gate system that is almost similar to the GSM system. Excom will investigate all possible options and give feedback to owners in due course. It was agreed by the meeting that the security guards use the exit gate when approaching a vehicle at the entrance gate for the vehicle not to enter the premises beforehand. Mr Impens asked that his estate agent be allowed on the premises as there are still plots for sale.	**Excom**
4.4	**Improvements to the Vleesbay Road** – Notification was sent to all owners by Status Mark, informing of the road works taking place and owners to be alert. It was reported to the meeting that the road works have been done although it has not been completed. During the holiday season the roads are open.	
5.	**INSURANCE:** The insurance summary as distributed to all owners was discussed. The communal insurance is placed with CIA (Commercial and Industrial Acceptances Pty Ltd) to the value of R20 498 750. The insurance is renewed each year from the 1st of February. Insurance for the bakkie & fire truck are placed with Auto & General of which a premium of R465.00 are being paid per month.	
6. 6.1	**FINANCES:** **Financial statements 2011/12** – The financial statements for	

6.2	the financial year ending 28 February 2012 as distributed to all owners were discussed. It was requested that a statement of the investment account for the removal of Exotic plants be circulated to all owners.The statements were approved **Proposed budget for 2013** – The proposed budget as distributed to all owners were discussed. For the purposes of the budget the expenditure items had been increased by 7.5%. This included the salaries and wages figures. Those present felt that a 7.5% increase for the Estate Manager would be too high given the current state of economy. It was requested that the Estate Manger be given more tasks to do for the salary that is currently being paid to him. A list of tasks for the Estate Manager will also be circulated to all owners. Mrs Van Renburg will do a survey with regard to the Estate Manager's salary afterwhich Excom will make a decision. **The budget was approved and accepted from 1st of March 2013.**	**Excom**
6.3	**Levies** – Owners are paying their levies promptly every month and was thanked for doing so every month. **Levies remain unchanged for 2013**	
7.	**APPOINTMENT OF AUDITORS:** Boshoff Visser is appointed as auditors.	
8. 8.1	**GENERAL** **Proposed regional waste dump next to PetroSA by Eden District Municipality:** Mrs Le Roux gave the meeting a little background of what the plans are for the domestic waste facility and the concerns regarding the financial and environmental implications of conveying waste over vast distances. The integrity of the environmental impact assessment report is also being questioned as the no-go option had not been investigated. An objection had been lodged on behalf of the Association. Mrs Le Roux was thanked for all the hard work and input she did with regard to this matter.	

8.2	**PetroSA (LNG Project)** – It was reported to the meeting that Nautilus Bay is a member of REVAG (The Rescue Vlees Bay Action Group) that opposed attempts by PetroSA to obtain approval for the importation of LNG into Vlees Bay during 2010 & 2011. PetroSA has recently given notice of its intention of a new application in this regard. REVAG will once again oppose these attempts, however the opposition of such an application is very costly. It was proposed by Mr Le Roux that the HOA donates R500 per stand to REVAG for payment of legal and other costs. This was approved by the meeting. It was also agreed that the donations will be held back until it is established if tax certificates can be issued to each individual owner, and that the collection body for REVAG is confirmed as an appropriate vehicle for such collection.	
8.3	**Windfarm project** – It was previously reported that an application for 3 windfarms was submitted and have a fair chance of being approved. These projects will not affect Nautilus Bay.	
8.4	**Erection of garage for the bakkie & fire truck** – It was reported that Ian Hamilton was appointed as architect. Plans have been approved and building will start shortly.	
8.5	**Research on the dunes** – Mr Haycock reported that Dr Curtis Marean of the Institute of Human Origins, School of Human evolution and Social Change had visited Nautilus Bay and at this stage did not appear to have located anything of importance.	
8.6	**Fire Hazard** – It was reported that the Fire Department of Mossel Bay did 2 inspections at Nautilus Bay to ensure that everything is in order. Nautilus Bay HOA has also been registered as a member of South Cape Fire Association. <u>It is the responsibility of each owner to look at their property and to remove bush where necessary on their stand. Should an owner not be certain what needs to be removed, the Estate Manager can be contacted to assist.</u>	
8.7	**Maintenace on roads in the Estate** – Mr Haycock reported	

	that with exception to the east road, all other roads are fine and have little maintenance to do. It was reported to the meeting that there are certain areas on the road where the tar is cracked due to grass growing underneath and feels that this can be attended to by the Estate Manger. Mr Impens also raised concern of maintenance work not being done regularly during the year and work being done before the December holidays that can also have a cost implication. Excom is currently obtaining quotes to rectify the road.	**Excom**
8.8	**Communication between owners & Excom** – It was requested by the meeting that communication between owners and Excom be improved by means of a newsletter or report on a regular basis to all owners to inform them about matters on the estate. It was also requested that the website of Nautilus Bay be updated on a regular basis.	**Excom**
8.9	**Consent for transfers** – It was requested that investigation be done on the Allienation of Land Act to see how it affects the owners and what can be done and to obtain a blanket consent.	**Excom**
8.10	**Removal of Building deadline clause** – Mr Albertyn proposed to have the building deadline clause removed as there is no pressure for an owner to build. It was brought to the attention of the meeting that the deadline had been imposed by the developer and not by the Association.	
8.11	**Sewerage** – Mr Albertyn reported that they experience bad smells in their home only certain times. It was reported that that the sewerage maintenance plan is checked twice a year and the Estate Manager does regular inspections as well.	
8.12	**For sale signboards** – Due to the fact that there are no rules regarding the amount of sign boards that may be put up on a stand, it was agreed by the meeting that it must be a small sign board and only 1 sign board per stand will be allowed.	
9.	**ELECTION OF EXCOM:** It was reported to the meeting that Mr Le Roux, Mr E	

	Raubenheimer and Mrs C Van Heerden will not be available for election as Excom Member. The following EXCOM Members were elected: Mr R Haycock Mrs E Le Roux Mrs D Raubenheimer Mrs C Van Rensburg Mr G Shear	
10.	**DATE OF NEXT MEETING:** To be determined by Excom The meeting adjourned 13h00. ____________________ _______________ Signature: Chairman Date	