STATUS-MARK
PROPERTY MANAGEMENT EIENDOMBESTUUR

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MINUTES OF AN ANNUAL GENERAL MEETING OF THE NAUTILUS BAY HOME OWNERS ASSOCIATION, HELD ON TUESDAY 22 DECEMBER 2015 AT 11H00 AT THE POINT HOTEL, MOSSEL BAY

1	***OPENING& WELCOME***		
	The Chairman opened the meeting and welcomed everyone present. Exco wants to encourage owners to take part and improve the estate.		
2	***PRESENT***	Mr R Van Graan (Chairman)	
		Mr J van Deventer (Excom member)	
		Mr M Van Heerden (Excom member)	
		Mrs C Van Rensburg (Excom member)	
		Mrs R Shear (Excom member)	
		Owners per attendance register	
		Mrs R Moore (Status Mark)	
		Me A Honiball (Status Mark)	
	APOLOGIES	none	
	PROXIES:		
	<u>Proxies to Chairman (erf 35):</u> NBAY15 – HP Van Huyssteen NBAY18 – D Mandic NBAY28 – HP Van Huyssteen NBAY36 – V DiSesa NBAY73 – JA Van Der Merwe **<u>Proxies to N Albertyn (erf 64):</u>** NBAY11 – J De Pinho NBAY55 – C Van Heerden NBAY65 – JA Greyling NBAY66 – KH Curtis **<u>Proxies to B Impens (erf 17 & dev erven):</u>** NBAY21 – D Impens NBAY49 – I Impens **<u>Proxies to Mr & Mrs Shear (erf 27)</u>** NBAY31 – D Van Der Beke NBAY53 – E Raubenheimer **<u>Proxies to Mr Le Roux (erf 63)</u>** NBAY43 – G Sievers NBAY71 – HGA Breytenbach **<u>Proxies to J Van Deventer (erf 8):</u>** NBAY40 – RC Hodges NBAY78 – E Aucamp **<u>Proxies to Mr M Van Heerden (erf 45)</u>** NBAY39 – JA Hanekom		

	Proxies to E Spathelf (erf 41) NBAY41 – P Spathelf		
2.1	***CONFIRMATION OF QUORUM:***		
	Legal quorum – 20% of 78 erven = 15,6 Owners present – 26 Proxies received – 19 A legal quorum is present		
3	***CHAIRMAN'S REPORT:***		
	The Chairman's report was circulated at the meeting and discussed. The Chairman's report will also be circulated to all owners together with the minutes of the AGM. The following points were discussed in depth at the meeting:		
	3.1	**Budget implications regarding the Properties**	
		The Chairman informed the meeting that the current budget and thus levies only caters for the upkeep of the Resort. No funds will be allocated in the present budget to spend on the Open Space III Area, which is approximately 400ha.. The meeting requested that an investigation be done with regard to the cost of maintaining this specific area. The new Exco will need to do calculation on the cost to maintain the area and also to provide a full report to the owners.	**Exco**
4	***APPROVAL OF AND MATTERS ARISING FROM THE PREVIOUS MINUTES:***		
	4.1	**Approval of previous minutes (22 December 2014)**	
		Minutes were approved.	
	4.2	**Matters arising from previous minutes**	
	4.2.1	**Footprint**	
		Exco obtained an independent opinion from an Advocate with regard to the interpretation of the 250 footprint/floor area that differs from the opinion of the municipality. Exco will obtain a report from an engineer to advice on the capacity of the infrastructure with reference to the electrical and sewerage system before the matter will be taken up further with the municipality. Mrs Le Roux advised Excom to approach the matter sensitively not to influence the zoning of the estate. The Chairman reported that the municipality is fully aware of houses that exceed the limit. Exco will try to solve the dispute during 2016	**Exco**
	4.2.2	**Garage for vehicles:**	
		The building of a garage has not been budgeted for. It has been placed on hold due to insufficient funds.	
	4.2.3	**Proposed toilet facility**	
		It was reported that it was decided at the previous AGM not to proceed with the toilet facility and this item can be deleted as an future agenda point	**SM**
	4.2.4	**Proposed SA – LNG Project; Chanrix Power Plant**	
		A newsletter was send to all the owners advising the situation of these projects. It will be deleted as an agenda point.	**SM**
	4.2.5	**VAT Deregistration**	
		The deregistration of VAT process has not yet been	

		finalised as confirmed by the auditors as they are waiting on SARS to finalise the process.	
	4.2.6	**Vuru Vuru Estate East**	
		Mr Impens advised that the assessment of the housing project will be circulated to all owners. He assured the meeting that all the remarks received from the HOA have been integrated in the scope report. Once the assessment has been completed opportunity will be given to address any questions. Question was raised as to whether Exco decided to get an expert opinion on the scoping report as it was previously decided to oppose the density of houses and not the project itself. Majority voted that the status quo will remain. The meeting requested that the new Exco address the matter seriously. Exco also needs to engage an expert to compare the current scope report with the previous report to see if there are any differences.	**Exco** **Exco**
	4.2.7	**Removal of exotic plants**	
		The main goal during 2015 was to spend costs to combat the re-growth as much as possible. Maintenance will still continue. A question was raised why the investment fund was used for the Rooikranz and not the operational costs. The Chairman advised that Exco tried to save cost and not to deplete the funds available. Exco will look at drafting a cost effective plan for the maintenance on the open space area.	**Exco**
5	***INSURANCE:***		
	The insurance summaries were circulated to all owners. The communal insurance is placed with CIA (Commercial and Industrial Acceptances (Pty) Ltd) to the value of R27 283 837.00. The insurance is renewed each year on the 1st of February. Insurance for the bakkie & fire truck as well as trailer is placed with Auto & General at a premium of R656.46 per month.		
6	***FINANCES:***		
	6.1	**Financial Statements 2015**	
		The financial statements for the year ending 28 February 2015 as distributed to all owners were approved and accepted. Mr Van Deventer was thanked for his involvement and management of the finances.	
	6.2	**Proposed budget 2016**	
		The proposed budget as circulated was discussed. Provision was initially made for speedbumps however Exco decided not to proceed. Exco are currently attending to the upgrading of the camera system. Other main problems are the sewerage pumps for which Exco will get quotations. There is no capital expenditure included in the budget for this year. The contract with Executive Security was renewed. The meeting requested that provision must be made for costs still to come and also to prevent any special levy to be raised in future. **<u>Decision by the meeting:</u>** An untouchable kitty of R500 000.00 must be kept **<u>VOTE:</u>** The majority voted that the levies increase to R1305 per month. A proposal was made for Exco to investigate the possibility of having a separate fund where each owner	**Exco**

		contribute R195.00 to the fund if possible.	
	6.3	**Levies:**	
		Levies increase from R1250 to R1305 per month effective from 1 March 2016.	**SM**
	6.4	**Investec Fund**	
		The funds invested in the Investec fund are funds received from Vuru Vuru for the removal of exotic plants. It is a 30day notice account with the best current interest rate of 6% with no admin fee charged. Mr Impens advised that there is no specification in the agreement for what the funds must be used for. Mr Le Roux reported at the time the funds were earmarked for the removal of the invader plants for which an amount of R1 300 000.00 was received. Mr Van Rensburg is of the opinion that Exco must be capable of managing the funds and to use it as needed. Exco will do an estimation and plan and give feedback to the owners. The administration of the fund will be reverted to the new Exco.	**Exco**
	6.5	**Interest confirmation**	
		The interest charged on outstanding accounts is 18% per annum or 1,5% per month. Accepted and approved by die meeting by majority vote.	
7	***APPOINTMENT OF AUDITORS:***		
	Boshoff Visser Auditors was appointed		
8	***GENERAL:***		
	8.1	**Revision of the Constitution**	
		All changes were circulated to all owners. The intension was to make it current to what is currently going on, on the estate and the technical aspects thereof. Excom has been requested to verify if Mr Adriaan Nortje has passed away as clause 20 then needs to be amended. The Chairman advised that the Constitution was not changed,,but updated. **VOTE:** The updating of the Constitution has been approved by majority vote.	**Exco** **Exco**
	8.2	**Approval of dogs**	
		Several requests were received from the owners to allow dogs on the estate. Mr Lotter is of the opinion that there must be compliance with regard to the nature of the estate. Mr Le Roux highlighted to the meeting that the Constitution was approved by the local authority and owners bought under this approval. Mr Le Roux also advised that a 100% vote is needed for this approval and not a 75% majority vote as it will change the owner's individual rights. **Decision:** 1. There will be no voting on the approval of dogs 2. The meeting empower Exco to do further investigation with regard to the legal implication of allowing dogs and give feedback to owners and to determine if it is a viable proposition or not.	**Exco**
	8.3	**Building requirements**	
		See also 4.2.1 Mr Van Heerden reported that the plans of houses are being approved by Exco on footprint and not floor size. Mrs Le Roux advised that the formal process must be followed. At the previous AGM of 2014 it was decided that the HOA does not have a problem with the approval of a 250m²	**Exco**

		footprint.	
	8.4	**PetroSA waterpipe line**	
		Excom will investigate the servitude for the waterpipe line and give feedback to the owners.	**Exco**
	8.5	**Access over Vuru Vuru property**	
		Mr Impens was asked whether permission can be granted to have access over the Vuru Vuru property. Mr Impens advised that he will liaise with Exco.	**Mr Impens**
	8.6	**New website**	
		The new website will be working within the next few weeks. Owners are requested to forward any photos to Status Mark to have it updated on the website.	**Owners**
9	***ELECTION OF EXECUTIVE COMMITTEE:***		
	The following Excom members were elected: Mr Johan van Deventer Mr Rudi van Graan Mr Marius van Heerden Mrs René Shear Mr Jaco Lotter		
10	***DATE OF NEXT MEETING:***		
	Wednesday 21 December 2016 at 11h00 at the Point Hotel		
11	***CLOSURE:***		
	Meeting adjourned at 14h00 ________________ ________________ CHAIRMAN DATE Copies to: Minute book All Trustees All owners		

Date of notification: 7 March 2016