

MATUMI GOLF ESTATE HOME OWNER ASSOCIATION NOTICE OF AN ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN that an Annual General Meeting of Members will be held
at NELSPRUIT GOLF CLUB LAPA
on TUESDAY, 26 FEBRUARY 2019
at 18H00

The TRUSTEES hereby give notice of the 15th Annual General Meeting of the Matumi Golf Estate Homeowners Association. (MGEHOA)

The Agenda for the meeting will be as follows:

- Welcome
- Approval of Minutes of Annual General Meeting held on 12 April 2018
- Chairperson's Report for 2018
- Financial report for 2018
- Budget for 2019
- General

Any other issues proposed

- Closure.
- Refreshments including wors rolls will be available.

In order to facilitate a meaningful and expeditious meeting, the following arrangements will be applicable:

- The financial statements of the Association are available at MGE HOA office.
- Nominations for trustees must be received at the MGE HOA office by 16h00 on 19 February 2019. (**No late nominations will be accepted**); and if you nominate someone as a Trustee, please make sure that person agrees and understands that it takes time and effort and we need people who will take full ownership of their appointment.
- All issues to be discussed under "General" must be received at the MGEHOA office by 16h00 on **19 February 2019 (if an issue was not received, it will not be discussed by the AGM)**.

The following two sections of the Constitution must be borne in mind:

- Section 9.2.3 of the Constitution states that a trustee shall be deemed to have vacated his office upon his being disentitled to exercise a vote in terms of clause 20.2 below.
- Section 20.2 states save as expressly provided for in these presence, no person other than a member duly registered and who shall have paid every levy and other sum, if any, which shall be due and payable to the association in respect of or arising out of his membership and who is not under suspension shall be entitled to be present or to vote on any question, either personally or by proxy, at any general meeting.

Levies are payable before 22 February 2019. Please note that payments take three business days to reflect on bank statements.

Please do not hesitate to contact Frik Viljoen should you require any further information or need clarification on any issue.

Yours faithfully

Chairperson

**MATUMI GOLF ESTATE HOME OWNERS ASSOCIATION
MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON 12 APRIL 2018
AT THE NELSPRUIT GOLF CLUB LAPA**

1. Welcome

The Chairperson welcomed all members present at the AGM and thanked office bearers for their support.

He confirmed that all relevant information was circulated to members beforehand to expedite the smooth running of the meeting and that the agenda will be strictly adhered to. It was accepted that all present have read and understood the information provided.

2. Attendance, Apologies and Proxies

As per attendance register. Apologies were noted on the register.

2.1 Quorum

The Chairman confirmed that a quorum was present and that the meeting was properly constituted.

2.2 Representative

E J v Rensburg – Pro Property

3. Minutes of the previous AGM held on 16 May 2017

Resolved:

That the minutes, taken as read, be adopted without any amendment and the Chairperson be authorized to sign it as a true reflection of the previous AGM.

4. Matters Arising

4.1 Fibre Optic cable to the Houses (FTTH)

Resolved:

That it be noted that:

- i) after an initial unacceptably high quote from Vodacom (approximately R3.5 million) and explanation of their modus operandi by Vodasol, Vodacom gave a quote without value added services and indicated that it needs at least 60 owners' buy in to do the installation which could be done within 6-12months. Vodacom is in possession of all signed documents.
- ii) The Chairperson shall provide members with all information as negotiations with Vodacom progresses.

4.2 Security

The Estate Manager indicated that thermal cameras could be installed at a cost of R2.5 but lightning could interfere with the proper functioning of the cameras and such cameras need to be connected to the control room to be monitored effectively. At this stage it is thought to be better to rather upgrade the 10year old current system which, at present, is not reliable or user friendly at a cost of approximately R32 000. Access control to the Estate should also be compliant with the Protection of Personal Information Act 4 of 2013 – (POPI ACT). An amount of R100 000 was budgeted for this purpose and R85 000 for the renovation of the Guard room at the entrance to enhance the image of the estate when entering. A guard monitoring system is to be implemented at a cost of roughly R45, 000 indicating the whereabouts of guards. Quotes for the above have already been received and implementation could start within the next month. A substantial number of guards have also received a final written warning and if they fail to respond satisfactorily could be dismissed. Proper fence maintenance will be done. Although the installed booms are creating a problem at the entrances to houses due to poor communication and electricity, it is more important to fix the gate.

Resolved - That:

- a) The Estate Manager proceeds with the:
 - i) Upgrading of the current security system at a cost of ± R32 000.
 - ii) Access control system to be compliant with the POPI Act within the budget provided.
 - iii) Renovation of the Guard house at a cost of ± R85 000.
 - iv) Implementation of a guard monitoring system at a cost of ± R45 000
- b) The Estate Manager provides proper information to members via news letters.
- c) Owners assist the Estate Manager with information to install and maintain proper security systems.

5. Chairman's report

Resolved:

That the attached Chairperson's report and gratitude expressed towards specific individuals, be noted.

6. Financial Report

Elmien Janse van Rensburg of Pro-Property presented the financial statements for the year ended December 2017 with special reference to:

- Accumulated Reserves R1 768 923
- Cash on Hand R1 584 180
- Accounts Receivable R 499 076

Resolved:

- a) That the Financial Statements for 2017 be adopted and page 2 be signed by the Chairperson.

7. Budget for 2018**Resolved - That:**

- a) The Budget for 2018 be approved, resulting in the levies being increased from R 1800 to R1900pm with effect from 1 May 2018.

8. Appointment of Auditors**Resolved:**

- a) That A2A Kopano be re-appointed.

9. Election of Office Bearers**Resolved - That:**

- a) Four Trustees be appointed.
- b) The following Trustees be unanimously re-elected for the new financial year:
- | | | | |
|----------------|----|--------------|-------------------------|
| Mr D England | 98 | 082 857 2231 | dengland@vodamail.co.za |
| Mr T Griffioen | 2 | 083 6257179 | thinus@fgkcap.co.za |
| Mr S Linde | 74 | 082 443 9163 | sakkiel@absa.co.za |
- c) The following Trustee, who was nominated and accepted his nomination, be appointed:
- Mr J le Grange P13/1 076 475 9702 jacolegrange@telkomsa.net

10. General**10.1 Parking of boats, trailers or vehicles**

Noted: Rule 1.3.7 presently states as follows:

“The following vehicles are specifically banned from **long term parking** or storage in an unsightly manner on the estate unless suitably garaged or screened with the prior approval of the Trustees:

- 1.3.7.1 Caravans
- 1.3.7.2 Trailers
- 1.3.7.3 Boats
- 1.3.7.4 Trucks or lorries
- 1.3.7.5 Any vehicle in store or under repair”

without defining “long term parking”

Resolved - That:

- a) “Long term parking” be defined as “a maximum of two weeks”
- b) The rules be amended accordingly.
- c) Warning notices be issued to culprits in this regard.

10.2 Attendance of Trustee meetings**Resolved:**

That members may submit items for consideration at Trustee meetings and if required by the Trustees, members will be invited to attend where they will have the right to speak without the right to vote.

As there were no further matters for discussion, the Chairman thanked the members for attending and closed the meeting at 19h40.

_____ Date _____

Approved by the Chairperson MGEHOA

MATUMI GOLF ESTATE

HOA

PROXY FORM

I/We, _____

Owner/s of Stand/s _____

At **MATUMI GOLF ESTATE HOA**

Or duly authorised agent of the owner in terms of a resolution attached hereto, hereby irrevocably appoint,

Of address _____

As my/our assignee to vote on my/our behalf on the Annual General Meeting of the above Home Owners Association to be held on:

TUESDAY, 26 FEBRUARY 2019

and any postponement thereof.

PLEASE NOTE:

Each member who is entitled to attend a meeting of the association and to vote, has the right to appoint an assignee to attend the meeting on his behalf. No person will be allowed to act as an assignee unless he is able to attend the meeting himself and vote or unless he is appointed to attend the meeting as a representative assignee for an association. Representatives of a legal entity must complete the proxy as well, and submit a resolution authorizing them to act on behalf of the entity.

This form, duly completed must be emailed to matumigensp@mweb.co.za or delivered by hand to the Estate Manager 48 Hrs before the Annual General Meeting.

This proxy must be sent back to the MGE office 48 Hrs before meeting note that NO proxy may be handed in the night of the Annual General Meeting. Email Matumigensp@mweb.co.za

RESOLUTION:

It is hereby resolved:

That _____ be hereby authorised to represent the company/trust/CC at an Annual General Meeting of Matumi Homeowners Association of the 26 February 2019, and to give it his or her own discretion a proxy on behalf of the company/trust/CC to any person to represent it at said meeting and to vote on its behalf.

Signed on this _____ day of _____ 2019 at _____ (place)

MEMBERS

Remember: any person attending the meeting on behalf of a trust or company must have such a resolution otherwise such an entity cannot vote.

MATUMI GOLF ESTATE
HOA

N O M I N A T I O N F O R M

I _____ nominate _____

to stand for election as trustee of the Matumi Golf Estate Homeowners Association.

We, the undersigned, confirm that we are duly registered as members of the association and have no amounts due and payable to the association as **TUESDAY, 26 FEBRUARY 2019**

PROPOSED NAME	SIGNATURE	DATE

SECONDED NAME	SIGNATURE	DATE

I _____ accept this nomination to stand for election as trustee of the Matumi Golf Estate Homeowners Association.

I confirm that I as a duly registered member of the association and have no amounts due and payable to the association as _____ 2019.

Signature: _____ Date: _____