

**Rietvlei Ridge HOA**  
**Minutes: Directors' Meeting**  
**Held on 6 Aug 2016 at 8:30, Rietvlei Ridge Estate Club House**

**Directors present:** San-Marié Aucamp (SA) as Chairperson  
Michael Coetzee (MC)  
Tilla Coetzee (TC)  
Frances Geldenhuys (FG)  
Corney van der Ryst (CvdR)

**Directors absent:** Pieter Theron (PT)  
Sibongile Mofokeng (SM)

**On invitation:** Joke De'Ath (JDA) as Estate Manager

**1. Welcome and attendance**

All welcomed by Chairperson.

**2. Acceptance of minutes of previous meeting**

Minutes of previous meeting accepted.

**3. AGM preparation**

- a. Code of conduct: SA will follow up with SM*
- b. Businesses in estate: SA will follow up with Jade*
- c. Proposed budget*
- d. All documents to be completed within next 2 weeks*

**4. Finances**

*a. Post Boxes*

MC suggests that we install 100 post boxes with sequential numbering starting at no 1; the meeting approved the implementation of the post boxes with an annual fee running from January to December, with pro rata fee should a resident join later in a given year; MC will circulate the latest quotation

*b. Status of stands (levies)*

Stand over.

*c. Writing off of debt*

Stand over.

## **5. Security**

### *a. Tactical proposal*

MC is not in favour of the latest proposal from Tactical as it will result in 50% loss of our vehicle; it is also not practical due to the fencing that will prohibit patrolling around the estate.

MC suggest that as an alternative the electric fencing should be activated to ground level on the inside of the fencing plus the extension of the double line of electric fencing; Walter was approved by the meeting as the service provider.

The necessity of the 3<sup>rd</sup> guard was discussed and decided that it should scale down to 2 times per week only.

### *b. Use of Click On by Tactical for private clients*

SA is concerned that both the call centre and the guards phone when there is an issue reported, resulting in double costs; she will take it up with Tactical.

## **6. Communication**

### *a. Website*

TC negotiated a reduced SLA of R50 pm for the three complexes; Waterfall however does not agree to pay for this; TC will ensure that Waterfall is represented in the website design but no updates will be available.

### *b. Newsletter*

All to read the newsletter and provide comments.

## **7. Human Resources and HOA property**

### *a. Street markings*

JDA cannot get hold of Charl; Blue Star also provides painting services and JDA will enquire from them; SA and MC will also investigate alternatives.

*b. Pool repairs*

SA Pools to repair marbelite; Hendrik to be on site to check the structure once the marbelite was removed; JDA will contact National Spa and Pool institute to advice us should it be more than only the marbelite.

A quote of R510 pm from Healthy Swim for the maintenance of the pool, is the current favourite. JDA to obtain quote from Blue Star as well.

**8. Aesthetics and House Rules**

*a. Fine structure*

SA will follow up with SM.

*b. Conduct rules for estate*

As above.

*c. Orbic*

Stand over.

*d. Aesthetic certificates – M&T*

Stand over.

*e. Installation of burglar bars*

Stand over.

*f. Issues with stands*

*i. Stand 14:*

The owners moved in without an occupation certificate; EY to send them a formal letter to comply to the rules.

*ii. Stand 18*

Pretor to send formal response to owner.

*iii. Stand 65*

Pretor to send a letter to the owner to start building within the next month; else maximum penalties will be levied.

*iv. Stand 99*

Extension was requested by owner; extra 3 months were approved.

*v. Stand 10*

Jade from Pretor to proceed with letter.

**9. Other issues**

*a. Home businesses on the estate*

Stand over.

*b. Speeding in estate*

Stand over.

*c. Replacement of manhole cover*

MC identified a supplier. Costs to be deducted from the resident's (Chetty) building deposit.

*d. Lettering of estate*

Stand over.

**10. Date of next meeting**

As per schedule

**11. Closure**

Meeting was closed.