



NOTICE OF ANNUAL GENERAL MEETING

GREENFIELDS BODY CORPORATE

Registration no. (SS1027/ 1995)

Notice is hereby given that the Annual General Meeting of the members of Greenfields Body Corporate will be held on Tuesday 29th October 2019 @ 18h30 at The Greenfields Clubhouse

AGENDA

(In terms of Prescribe Management Rule 17 of the Sectional Titles Schemes Management Act 2011 (Act 8 of 2011))

1. Signing of the attendance register, proxies received and voting cards.
2. Welcome and Introductions by Trustees Chairman
3. Determination of a quorum as per Management Rule 19 of the Sectional Titles Schemes Management Act.
4. Address by Ryse Managing Agents
5. Proof of Notice of the AGM meeting (as per email);
6. Approval of the minutes of the last Annual General Meeting.
7. Consideration of the Trustees Report.
8. Approval of the Audited Annual Financial Statements as at 30th June 2019.
9. Approval with or without amendment, of the Anticipated Income and expenditure budget and Levy
 - a. Consideration of the Administration Budget for 2019-2020.
 - b. Approval of the Proposed Levy increase for 2018/19.
 - c. Consideration of the proposed maintenance for this current year 2019/20.
10. Consideration of the Insurance cover for the current year.
Liability; Fidelity; Additional Cover as per CSOS Requirements;
11. Confirmation that the requirements have been met in terms of holding the prescribed amount in the maintenance reserve fund.
12. Appointment of Auditors for the current financial year 2019/20.
13. Confirm the interest rate on levy in arrears account & CSOS procedures adopted.
14. Determination of the number of Trustees to hold office.

RYSE MANAGEMENT AGENTS [PTY] LTD | REG NO: 2018/555743/07

DIRECTORS: Lauren Swift & Quintinn Ferreira

086 509 0920 | ✉ quintinn@ryse.co.za or lauren@ryse.co.za

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15. Election of Trustees for this new financial year.
16. Restrictions placed on the Trustees.
17. General discussion on Conduct rule updates.
18. Confirmation of legal address of Greenfields Body Corporate.
19. To deal with further business as proposed by the chairperson of the meeting.
20. Closure.

PROXIES

A member is entitled to attend and vote at the meeting and is also entitled to appoint a proxy to attend, speak and vote on his behalf. Such proxy need not be a member of the Body Corporate. However, no person may hold more than 2 proxies (as per the new CSOS Act). – Please do not right the “Chairperson” as it will nullify your proxy.

TRUSTEE NOMINATIONS

If any owner is willing to serve as a Trustee of Greenfields Body Corporate, they are advised to contact one of the Trustees prior to the date of the AGM.

LEGAL ADDRESS

The current legal address of the Body Corporate:

DOMICILIUM

19 Bauhinia Crescent
Marais Steyn Park
Edenvale

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