



GREENFIELDS BODY CORPORATE
SS 1027 / 1995

TRUSTEES VIRTUAL MEETING HELD AT THE CLUBHOUSE
ON THE 18th JANUARY 2022 AT 18H00

MINUTES

A. Attending:

Lionel Parsley	(LP)	-	Trustee
Sean Blair	(SB)	-	Trustee
Bianca Tumber	(BT)	-	Trustee
Quintinn Ferreira	(QF)	-	Ryse Managing Agents
Alan Gilman	(AG)	-	Ryse Managing Agents

B. Apologies:

Tersia Cole	(TC)	-	Trustee
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C. Determination of a Quorum:

A quorum was achieved, and the meeting was able to proceed.

D. Projects and activities

a) Mircom Security system

Although, there had been some complaints concerning reception, it was agreed that the signal was a cell phone signal problem. BT suggested that Vodacom reception was poor in certain areas of the complex. LP agreed. Since the guards had communicated with residents via cell phone in the past, the use of the Mircom system to communicate with residents was not more problematic than before the installation.

b) Contractor work during weekends.

QF had instructed the guards make it known that contractors were on site. When this is known we would be able to visit the unit under construction to see if noise levels were acceptable.

c) Signage

LP was concerned that the signage had not yet been erected. He asked QF to send him the mockup designs. He would have the sign made up with an affordable sticker type system instead of the chromadec material.

d) Operation of the gates

The failure of the gate to close immediately after entry did not occur frequently. QF noted the current sequence was for the boom to lift before the gate opened. He suggested that we should change the sequence to open the gate before lifting the boom. This would shorten the time lapsed between a vehicle passing through and the closing of the gate.

e) Water Tank installation

LP pointed out that this task was overdue.

f) Individual private water tanks

The installation of private tanks by Owners will be considered. Owners will be responsible for all costs associated with the tanks. Details to be documented before proceeding.

g) Individual Awnings

At the AGM it was noted that some residents wished to install Awnings and there were no objections recorded. This project must also be documented before proceeding.

h) Drainage

QF reported that a number of units had reported flooding following storm. BT reported that water was entering the units through the kitchen side of the units. A permanent resolution to the problem was not clear at this time. QF suggested the use of French drains. Another option would be to build a weir to enable runoff. More investigation is required.

QF told the meeting that ridge caps and roof repairs had been undertaken over the Christmas period. There had been only one suspected roof leak during the flash flooding. LP was not opposed to the contract work being completed. However, he stressed that no contractor work should be scheduled during the festive season because so many residents and their visitors were at home at this time and should be allowed to relax at home.

i) Distribution breaker boxes.

LP had been assured that the breaker boxes could be kept underground. This would be further investigated.

j) Alternative Electricity service providers.

Due to the inability to transfer current meters onto alternative service providers systems, this idea was shelved for the moment.

LP had contacted EU systems with regard to the tamper proof claim of their system. They believed that their systems were indeed designed to restrict tampering with the meters.

Average consumption is currently being used to highlight low usage units.

LP recommended that we purchase a device that can be used to confirm actual KWH used per period. We could use this device to verify low usage purchased of electricity by individual Owners.

k) Shade cloth in the play ground.

LP was not comfortable with erecting these structures in the playground. He believed that history shows that material of this type is damaged by the children within a short period time. QF would consider other options including a fixed umbrella for parents overseeing the children at play. LP also pointed out the four poll shade structure had insufficient shade to enable more than one couple to use it. A large cover should be installed.

l) Outstanding maintenance projects.

LP noted that there were some projects which had not yet been started after many months. Notably, the erecting the water tank and the painting of the back doors at the complex bin area.

m) Company Debit Card.

LP said that this task was taking too long to complete. He asked QF to arrange a meeting with standard bank and the Trustees urgently.

n) Transfer of MRF funding and Insurance recoveries to Money market account.

LP reminded AG that monthly funds collected for the MRF levy and insurance allocations from the annual payment must be transferred back into the money market account. AG was to send LP the transfer amount for the year to date.

E. Financials

a) Income Statement

a. Insurance excess is still being experienced as we are still dealing with claims due to the original agreement. No excess billed on geysers from October to date.

b) Water and Sewer recoveries

AG confirmed that we were receiving free water rebates in excess of the amounts claimed for by Owners. We have requested all Owners to submit Council valuations if the amount shows less than or equal to R750 000.

c) Variances from Budget

Workmen's compensation fund did not show a budgeted amount. An amount of R1874 was budgeted for Feb 2022) Clothing reflected no Budget. (A budgeted amount of R4300 was budgeted for January 2022). General Plumbing had an unfavourable variance. This was due to a common ground blocked drain issue now resolved.

d) Prepaid Electricity recoveries

AG reported that an unfavourable KW usage variance of R34000 was offset by a favourable rate variance of R26000.

AG reported that the council has restarted crediting rebates for certain individuals. AG agreed to visit the council to find out who was qualifying for the rebate.

e) Outstanding Debtors

Alan Levy Attorneys were in the process of arranging for a attachment order for unit 52.

Mr. Anamathoo paid half of his outstanding bill.

Units 33, 65 and 101 are in transfer.

F. General

a) Fibre Service

QF revived the discussion on providing an alternative Fibre service to Residents. LP was still concerned that trenching was to be done. QF said that the provider would repair any damage in this regard. The service provider did not want to use the existing communications trunking.

b) Unauthorised Fencing

Border fencing had been erected without Trustee approval. It was agreed that the fence did not blend in with the complex and that it should be removed.

c) Additional boundary Cameras

LP suggested that two additional cameras should be positioned at the corner of the complex to identify potential intruders.

d) Staff Overtime

QF reported that due to the excessive rains, the weeds had become difficult to remove in normal working hours. He suggested that the staff work on two consecutive Saturdays to catch up with the work. LP was

unhappy with having to pay overtime at time and a third. QF will discuss with LP.

e) **Minutes of AGM**

A copy of the minutes of the AGM was to be sent to the Trustees to be read before issuing to Owners.

f) **Close of Meeting**

The meeting closed at 19h38