



**GREENFIELDS BODY CORPORATE**  
**SS 1027 / 1995**

MINUTES OF THE TRUSTEES MEETING HELD AT THE CLUBHOUSE ON  
THE 18<sup>th</sup> OF JULY 2022 AT 18H00

**A. Attending:**

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

**B. Apologies:**

Tersia Cole	(TC)	-	Trustee
Bianca Tumber	(BT)	-	Trustee

**C. Determination of a Quorum:**

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

**D. Projects and activities**

**a. Camera system, Fibre and Staff Access control**

VL Relayed a message from BT, that the fibre company would contact us on completion of their current commitment. BT was still to get a quote for the staff access print reader and for cleaning up the cabling in the guardhouse. QF mentioned that he wanted the contractor to lay additional conduit for cameras at the end of each driveway.

QF also felt that with the growing number of cameras that needed to be monitored, a motion sensor camera activation system would be preferable so that the guards would not be required to keep looking at every image but only those where there is movement. Only these images would be displayed on the screen.

There was a need to expand camera monitoring within the complex to help with the verification of inter resident incidents and rule contraventions.

**b. Playground benches and table tennis tables.**

The metal used in the construction of the benches would be cut out from the gates by the first week in August.

**c. Painting Project**

QF confirmed that he had another quote from Wolfe Coatings for R700 000.

LP asked for all three quotes to be sent to the Trustees for comment. All quotes would then be sent out to all owners.

**d. Clubhouse Water tank.**

The water tank will be moved as required.

**e. Individual private water tanks and Individual Awnings**

The letter drawn up by LP will be sent out to all owners along with QF'S letter regarding illegal structures and placing of pot plants on balcony walls.

**f. Drainage**

The drains will be attended to after the re positioning of the water tank.

**g. Tree Trimming**

All trimming will be completed by end of July. An additional skip may be required.

**h. Distribution Breaker Box**

The breaker boxes had been installed but still have to be painted.  
SB reported that the pipes he had sourced were almost ready for collection

**i. Shade Cloth in the playground.**

This item was not discussed.

**E. Staff Issues**

**a. Disciplinary Meetings**

QF had a meeting with Amos.

LP suggested that all disciplinary meetings must have Trustee in attendance.

**F. Financials**

**a. Outstanding Debtors**

QF had discussed the Perumal issue with Alan Levy. They agreed to find out how much to it would be to attach the property for the rent. CSOS has been approached. Unit 101 was also not coming up with solutions. The Owner said she would try to rent her property from August.

**b. Insurance Excess**

This was lower than budget because there was a delay in converting to the new broker. However, it was noted that where owners called in their own plumbers and did not use the preferred plumber recommended by the insurance brokers, excess will be billed. LP said that the owners must use the preferred broker recommended plumber to avoid excess. Owners must be advised that they must use the preferred plumber to avoid paying excess in the future.

**c. Pension Contributions**

Actuals are lower than budgeted. This was due to an incorrectly calculated budget.

**d. Mircom and telephone**

An annual fee is required for access to Mircom system.

**G. General**

**a. Request to build a ramp for disabled resident**

The Owner claims that the Body Corporate is required to provide this structure in line with the Health and Safety Act. QF believes that we are going to have to build the ramp as required.

**b. Note on Wendy houses already installed.**

A letter to all owners with Wendy houses must be reminded that they must take the structure away on selling their unit and to maintain the structure until sold.

**c. Sand Bags.**

QF will follow up.

**H. Close of Meeting**

The meeting closed at 19h09