

BLUE RIDGE HEV (101)

**NOTULE VAN 'N TRUSTEE VERGADERING VAN BLUE RIDGE HEV WAT GEHOU IS OP
2023/06/21 OM 08H00 OP PERSEEL**

**MINUTES OF A COMMITTEE MEETING FOR BLUE RIDGE HOA THAT WAS HELD ON
2023/06/21 AT 08H00 ON SITE**

1	Konstituering	Constitution	
	6 Trustees is teenwoordig en die vergadering is gekonstitueer.	6 Trustees are present and the meeting is duly constituted.	
2	Verwelkoming	Welcoming	
	Die voorsitter, AvH, open die vergadering en verwelkom almal teenwoordig.	The chairman, AvH, opens the meeting and welcomes all present.	
3	Presensie: Teenwoordig & verskoning	Present & Apologies	
	Slegs WvdM teken verskoning aan.	Only WvdM tendered apologies.	
4	Goedkeuring van vorige notule: 2023/05/04	Approval of previous minutes: 2023/05/04	
	Die vorige notule, met wysigings, word goedgekeur.	The previous minutes, as amended, is approved.	PPM
5	Sake voortspruitend uit die vorige notule:	Matters arising from previous minutes:	
5.1	Diensverskaffers	5.1 Service Providers	
	PPM sal 'n lys diensverskaffers deurstuur.	PPM will provide a list of service providers.	PPM
5.2	Doodloopareas 18/93/94	5.2 Cull De sac at 18/93/94	
	Kwotasies word voorgehou vir die aankoop van pale. Woodline word goedgekeur.	Quotes are presented for the purchase of poles. Woodline is approved.	

	5.3	Waterpomp	5.3	Water Pump	
		Daar word bevestig dat die pomp aangekoop is. Die verbruiksitems wat benodig word vir installasie sal aangekoop word uit kleinkas.		It is confirmed that the pump has been purchased. The consumables required for installation will be purchased from petty cash	
6	Versekering		Insurance		
		AvH bevestig dat hy twee kwotasies bekom het om met Sapcor te vergelyk. Jim McNaught van die huidige onderskrywer kom 'n terreinbesoek doen na afloop van die vergadering. Afhangend van enige aksies voortspruitend hieruit, sal die finale plasing gedoen word.		AvH confirms that he has obtained two additional quotes to compare with Sapcor. Jim McNaught from the current underwriter will be conducting a site visit after the meeting. Depending on any actions arising from same the final placement will be made.	
7	Finansies		Finance		
	7.1	Bestuurstate	7.1	Management Statements	
		Die state, soos voorgehou, word goedgekeur.		The statements, as presented, is approved.	
	7.2	Bank balanse	7.2	Bank balances	
		Tjek/Current R 107 629 Bou/Building R 90 608 Reserwe/Reserve R 918 848 Kleinkas/Petty Cash R 2 410 Totaal/Total R 1 119 496			
	7.3	Uitstaande heffings	7.3	Outstanding levies	
		4 eienaars is rede tot kommer. PPM sal opvolg.		4 owners are cause for concern. PPM will follow up.	PPM
8	Argitektonies		Architectural		
	8.1	Argitek	8.1	Architect	
		LN bevestig dat hy in proses is om die aanstelling van 'n beherende argitek te ondersoek.		LN confirms that he is in the process of investigating the appointment of a controlling architect.	LN
	8.2	Hersiening van AR	8.2	Revision of AR	
		AvH bevestig dat hy 'n konsep opgestel het om by die volgende AJV voor te hou om die uitdaging oor "pleister band" om 'n huis, te ondervat. Komitee maak 'n paar voorstelle en AvH sal dit bywerk vir finale oorweging.		AvH confirms that he has drafted a revision to deal with the "bands" around a house for presentation at the next AGM. Committee makes a few recommendations and AvH will amend for final consideration.	AGM
		PPM moet met elke oordrag seker maak by die Boukomitee of daar iets uitstaande is		PPM must check with the Building Committee if there are any outstanding	PPM

	rakende die Argitektoniese Reëls.	issues regarding Architectural Rules on transfer.	
9	Sekuriteit	Security	
	Daar word bevestig dat die kamera geïnstalleer is. Aksies; 1. Killer moet deurlopend plante snoei wat CCTV alarm aktiveer 2. Voetgangershekkode moet gereeld verander word. 3. Cell-to-Gate lys moet aan Trustees gestuur word om skoongemaak te word 4. Die infrarooi sensors in die kantoor moet geskuif word en kwotasie verkry word vir die heraktivering van die alarm stelsel.	It is confirmed that the camera has been installed. Actions: 1. Killer must trim plants to prevent false CCTV alarms. 2. Pedestrian gate code must be changed frequently. 3. Cell-to-Gate list must be sent to the Trustees for a clean-up. 4. The infrared sensors in the office must be moved and quotation requested to re-activate the alarm system.	HR
10	Infrastruktuur	Infrastructure	
	'n Baie volledige verslag word gelewer. 1. Kantoor – behoort by 23 Junie klaar te wees. 2. Palisade – wag vir galvanisering om laaste deel klaar te maak. 3. Veiligheidshek – kwotasies word voorgehou en Steelworld word aanvaar. 4. Deure – nuwe kwotasies met “sand blasting” afwerking moet bekom word. 5. SA Era mag betaal word vir die werk gelewer. 6. WW mag terugbetaal word vir die aankoop van verbruiksitems.	A comprehensive report is given. 1. Office – should be completed by 23 June. 2. Palisade – waiting for galvanising to complete last section. 3. Safety gate – quotes are presented and Steelworld is accepted. 4. Doors – new quotes for sand blasted finishes must be obtained. 5. SA Era may be paid for services rendered. 6. WW may be refunded for consumables purchased.	WvdM
11	Instandhouding & tuine	Maintenance and gardens	
	Die aangeleenthede word bespreek en die volgende aksies volg: 1. Skuif brandblusser 2. Vervang toiletsitplek 3. Verf sementblad grys 4. Vervang straatligte soos nodig 5. Verkry kwotasies vir die verf van die “pillar tops” by Floraweg grensmuur. 6. Installeer uilhok (tans in stoor)	The matters are discussed and the following actions are agreed on; 1. Move fire extinguisher. 2. Replace toilet seat. 3. Paint cement cover grey 4. Replace streetlights as required 5. Obtain quotes for painting the pillar tops in Flora Road boundary wall. 6. Install owl perch.	EP
12	Personeel	Staff	
	Die aangeleentheid word in diepte bespreek en aksie sal geneem word.	The matter is discussed in depth and action will be taken.	AvH KT

13	Algemeen	General	
	Geen items om te bespreek nie.	No matters to discuss.	
14	Datum van volgende vergadering	Date of next meeting	
	Voorgestel 12 Julie (PPM moet dagboek beskikbaarheid bevestig)	Proposed 12 July (PPM to confirm availability)	
	Met geen verdere items om te bespreek nie, sluit die vergadering af.	With no further matters to discuss, the meeting closes.	
	Goedgekeur / Approved:  Datum / Date : 2023/07/19		