**TRUSTEE MEETING MINUTES 27TH JULY 2016**

**Election of Chairman:** Ed West was voted in by all as Chairman.

**Allocation of Portfolios:** Ed Finances, Leslie Garden, Eric Maintenance , Philip Maintenance , Kim Legal assisted by EW and to check the monthly book ,see who is overdue and handle the handing over of overdue owners in junction with Fiona to attorneys.

Maintenance: 502 PL is handling the waterproofing issue above 502 has called in David from WS as they are the contractors who did a patch up job there.PL reported back that due to the weather and heavy rainfall WS could do absolutely nothing until the rain stops, they instructed us to wait till then before they can do any further work above 502.

503/504 outlet pipe on cantilever, again PL has made contact with WS and Johan the builder as well as Gavin from Darton Plumbers to look into the pipe on the corner of the building which has been very poorly done and has been left totally open attached to nothing. This job has been assigned to EN he will make contact with Johan the builder and ensure he fixes this appalling mess.

501 and her balcony window can we get Tim to do a flood test there.EW suggested we ask Jill Anthony from 401 to send us an email stating that she still has water ingress coming into her balcony from 501 above.

Waterproofing in general we need to seriously have a look at getting 3 quotes from reputable contractors to redo the entire roof area except the one cnr in London Rd which was done in the 2014 project. EN to work with Tim from TH-Consultants and EN will get 3 quotes for the total rewaterproofing of the entire roof .

KS experienced major water ingress again in the back area of her section show pictures , the water went into Howard Fevriers unit below. This needs to be addressed urgently a flood dye test is recommended . KS to get hold of Tim and request a flood dye test, as well as another quote to get a new gutter and outlets installed as all the water from the roof comes down into that area and the current gutter is old and not big enough.

The terrible looking fence on the roof of the building which Eric mentioned at the AGM, this divides the property between 503 and 504, it was suggested by EW that we get Fiona to send S&M from 503 an email requesting their suggestions for any other designs as a border between 503 and 504, it was agreed as well that Eric and Rodney would remove this horrible looking fence.

GFF : Fiona has received an offer from the owner of 202 for the GFF for between 2-4 K a month . It was agreed to accept this offer asking forR 3500 rental per month from Pauline van der Merwe and she is to sign a lease agreement.

Security: Do we all agree to change security companies as Proexec have not been providing quality service for which we pay. It was agreed to wait till the new security company is up and running Jacqui Levy recommended them.

Supervisor: Eric mentioned he is not happy with the supervisor and feels its an unnecessary expense which the BC is paying . It was agreed to give the current supervisor John a months notice and terminate his services , Eric will ensure Rodneys work is done properly and will supervise him.

Rodney Loan: He wants to borrow R2500 and pay back R250 per week. It was agreed to grant Rodney his loan on condition that he keeps up his good work and then the BC wont charge him interest on the loan, he can look at the loan as a bonus for the end of the year.

Parking bays and garages: We currently charge R100 for the parking bays per month and for S&M garage R529.00 per month. It was agreed that an increase for the parking bays of R40 was fair based on what we pay for cleaning , insurance, maintenance especially the gate, wages and the paint job that was done there as well. It was also agreed that from now an annual increase of R25 per year for the parking bays will be implemented. The tandem garage is currently being investigated by BBM as to who exactly has ownership of this. Once this is determined further increases for the garage will be discussed in the new year.

IHFM: We are not you happy with the service from IHFM, we still have not heard a thing from Michael Bauer the owner re the R22K refund which has been going on for 3 years now!!, shocking service !!, . We agreed to wait till further notice from Fiona re which way we will go with IHFM.

Legal: KS to give report back on balcony flood test for 503 which was a huge success !!. After 5 years of legal battle with 503 owners Michael Durst and Steven Barick the Body Corporate have once again been vindicted as the flood dye test was a success no dye nor water came through into 504 during or after the flood dye test proving that the balcony of 503 was the cause of water ingress into the lounge area of 504. The owners of 503 Steven Barick now has to pay back R79182.00 to the Body Corporate by the 2nd of August and if they don’t a High Court order will be served to them by BBM Attorneys.

We have also received R30K from Steven Barick and Michael Durst in lieu of the outstanding monies that the current Trustees claim was un accounted for during the trusteeship and chairmanship of the owners of 503 Michael Durst and Steven Barick. This is once again proof of their guilt and proof that the BC have again been vindicated!.

404 AND 304 : EW stated that we have a court order order to get a contractor of our choice to now go into Fays unit 304 and that contractor will fix the areas in unit 404 (Fevrier) that is causing the ingress into Fays unit 304.

Going forward pertinent matters we need to look at for the balance of this year and for next year:

>Maintenance we must get quotes on waterproofing entire roof. Eric handling

> Fix up the atrium Les can we get someone well priced to clean up for us there.

> Building up our reserves for the maintenance fund this is vital.

> We need to repaint the entire building in 2019!!

> After the roof has been rewaterproofed and we have repainted the building we should look at upgrading the security cameras.

Meeting adjourned at 20h13.