**Knightsbridge**

**Minutes of the Trustees Meeting 16 November 2016**

1. **Minutes of the previous meeting of 13 October 2016** were approved **All**
2. **Matters arising which are not in todays Agenda**

**Monthly Accounts**

EW reported Income at R1 093 000 was R R 79 000 ahead of budget to the

end of October This was mainly due to a mysterious R 30 000 in July which

he would ask Fiona about, R 20 000 from renting the Ground Floor

Flat to Clint, R 7 000 interest and levies over by R 15 000

EW also reported Marion from IHFM Accounts Dept had apologised for

the big mistake she had made with the 3 sets of Management Accounts

for June, July and August which EW had repeatedly stated were incorrect

and KS had repeatedly said were correct.

EW stated he had seen the mistake straight away and knew exactly what

was wrong but he wasn’t going to tell Michael Bouer, Fiona or Marion

because they had to find the mistake otherwise we were not going to

get what we were paying for.

EW mentioned he had thanked Marion and said she mustn’t worry about

this as we were still receiving far better service from her than we were

from her processor.

**3 Roof**

Eric and Phil reported that the4 companies who had submitted

Quotes are being called back next week to standardise all the quotes

and Eric would then begin “bargaining” with them to present to the

trustees **EN PL**

It was agreed to schedule the repair of 502’s balcony roof to February

as suggested by the owner and a decision on the contractor would

be made when we look at the quotes from all companies when they

are finalised **All**

**4 Legal matter**

4.1 We are to receive R 12 000 odd back in lawyer’s fees we have paid

Out against Fevrier 404 and Kim asked EW to find out why we

aren’t going to receive everything we had paid the lawyers in this case.

EW said because what gets paid out isn’t the actual amount but

“set amounts” the courts state for each action similar to medical

Aids but he would confirm the amount with BBM **EW**

4.3 Water ingress 103 3 EW is working on this problem to avoid heavy

legal fees. He had done 19 hours on this so far and still had many more

to do but this was a fraction of what Fiona had had to put in. **EW**

**5 Other**

5.1Garden

LM reported Rodney is showing an improvement in his work in the

Garden

EN commented that the gardens are looking lovely and many people

are stopping and admiring them. **ONCE AGAIN !!! everyone**

**congratulated LM**

LM continued - he was investigating **which Dept at the City Council**

**he could apply to, for an exemption to somehow use our beautiful**

**mountain stream water that was wasted by continually running**

**under Knightsbridge into the sea.** It was agreed once we have

established that, then we would look at the cost of another tank

and possible pump to implement this idea. **LM**

5.2  **Cleaning**

EN reported Rodney still has problems as he has set ways in which

he does things. He does things his own way like the dirt bins and

then they do not get cleaned. EN said he has told Rodney “he has

to work right” **EN**

His Christmas bonus was confirmed at 80% and he will be given a 4

or 5% salary increase in line with the norm at present in Cape Town **EN**

5.3 **Ground Floor Flat** re-enamelling the bath will happen when we are

cash-flush and the door will be painted by either Clint or Rodney **EW**

5.3 **Security**

Kim apologised to EN saying she had after investigation realised that

taking over the security guards as Knightsbridge employees had

many potential problems as EW and LM mentioned. Instead she

proposed we use a concierge during the day which would cost

R 12 273 inc VAT and a security guard service in the evenings to be

implemented after Christmas and New Year. All Trustees thought

this was a brilliant idea. She would finalise the concierge side and

look up the cancellation clause with Proexec and

EW said he would talk to BBS Security about an evenings only

service and ask them to take on our 2 good guards Tembalanie and

Fanie. BBS quoted about R 24000 for a full days service so it should

End up at about half that. **KS EW**

Cameras not recording - PL mentioned a new hard drive would cost

About R 700 and he would sort this out and install it **PL**

**5.4 Access Tags** LM reported he is investigating this with Pyramid

Security who can replace the Reader for R 1196 but 100 programmed

tags will cost R 5500 and labour R R690. There is a possibility that

they may be able to supply a reader that can read and convert all

existing issued tags automatically to the new reader then we would

only have to purchase a few additional ones. The Trustees asked if

he could progress that possibility **LM**

5.5 **Tandem Garage** EN updated the Trustees on his owner to owner

contacts in this regard **For info**

**6 Any Additional Matters**

**6.1** Entrance heater to replaced before next winter carried forward **EN**

**6.2** We need new concierge type chair **EN LM**

**6.3** The Security room must be attacked and everything thrown out

Leaving it minimalist and spotlessly clean  **EN PL**

**6.4** There is an earthquake noise in the pipes between the flats

Ending in 1’s and 6’s. PL will draft a note and put it under each

door of those apartments ending in those numbers asking people

to try and identify which apartments taps are doing this so it can

be sorted out **PL**

6.5 KS mentioned the very sad news that her apartment was up for sale

The estate agent had picked up that a 10sq meter additional room was

legally added with Trustees approval as it was inside her apartment and

this had never been adjusted in the PQ calculation of the building.

When they purchased the apartment they had never been aware of

This. The trustees felt she should therefore not have to pay an

additional levy for that space.