



MODITLO
W I L D L I F E
E S T A T E

Moditlo Estate Home Owners Association NPC

Registration Nr: 2002/013524/08

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Minutes of a Board of Directors meeting held on 7 May 2021 at 13:00 via Zoom Meeting

1. **OPENING AND QUORUM:**

The meeting was declared open as due notice was given, and a quorum was present.

2. **ATTENDANCE AND APOLOGIES:**

George Brownlow (Chairperson)
Henry Verster (Vice-Chairperson)
Lorna Zoghby
Louise Worthington
Piet Scheepers
Bernard Koppes
Alan Hiatt
Pieter Janeke
Godfrey Phillips

ALSO IN ATTENDANCE:

Annelie Roets (Estate Manager)
René Riekert (Administrative Assistant)

APOLOGIES:

None

3. **DECLARATION OF INTEREST:**

The directors present confirmed that they have declared any personal interest or financial gain – where applicable – on the agenda as adopted.

4. **ADDITIONAL ITEMS:**

a. **Agreement between conservancy and MEHOA (George)**

George stated that some members were concerned that, should the main shareholders in Moditlo sell their property in Moditlo, the BCPGR would fence off Moditlo Estate from the Conservancy.

Pieter proposed that an agreement should be drafted between the conservancy and Moditlo.

Annelie proposed that a new committee be appointed to meet with the BCPGR and discuss the requirements of both parties before an agreement is made.

Pieter replied that the conservancy have a meeting scheduled for the 4th of June 2021 and proposed that the new committee meet either a day before or after the said meeting.

George requested Pieter to, from the conservancy's side, provide Moditlo with the relevant Rules and Regulations that will pertain to the agreement to be drafted, to which Pieter replied that he did not have the authorisation from the Board members of the BCPGR, and would have to discuss it with them first. Pieter proposed that himself and George, as Chairpersons of the Boards, meet and discuss the points to be put in the agreement, whereafter they will present it to the respective Board and Trustees.

b. Road contracts (George)

George raised his concern that the main roads were being made wider than 4m and requested that the sides of the roads should be rehabilitated, and vegetation should be rehabilitated once roads are finished.

Henry stated that the main roads should not be made to narrow, as they should consider the passing of traffic.

c. Internal Water supply (George)

George provided the board with feedback on the water issue. He further stated that, due to the fact that the issue of alternative water source will not be resolved soon enquired from Pieter if he would consider the drilling of additional boreholes on the Estate.

Pieter replied that he, as the landowner of the common property, will allow the drilling of additional boreholes on the Estate.

d. Directors on social media (George)

George requested the Board members to refrain from commenting on any Moditlo related matters on social media, to which the rest of the board members agreed.

e. Portfolios assigned to Directors (George)

The Board agreed that portfolios be assigned to the following Board members:

- | | | | |
|----|--|---|--|
| 1. | Finances / Audit | - | Henry Verster
Pieter Janeke |
| 2. | Governance / Legal support | - | Allan Hiatt |
| 3. | Facility Management / Nature Conservation | - | Piet Scheepers |
| 4. | Media / Marketing | - | Bernard Koppes
Godfrey Phillips
Louise Worthington |
| 5. | Administration | - | Henry Verster
Pieter Janeke |
| 6. | Technical | - | Louise Worthington |
| 7. | Tourism / Hospitality | - | Lorna Zoghby |
| 8. | Security | - | George Brownlow |
| 9. | Liaison | - | Lorna Zoghby |

The Board agreed that the following members serve on the committee to liaise with the BCPGR for establishment of an agreement between MEHOA and BCPGR:

- George Brownlow
- Henry Verster
- Lorna Zoghby

f. Rates – Maruleng (Godfrey)

Godfrey queried the position of the HOA regarding the objections of the rates increase, to which Annelie replied that, as the HOA does not own any land and not paying any rates, they are not in the position to object to the increase. She stated that the HOA could unfortunately not get involved in this matter, but she could draft a list of reasons why rate payers are objecting and forward it to the members.

Annelie proposed that she could deliver the bulk objection notices from owners to Maruleng Municipality, but not under the HOA's or the Board of Directors name. This proposal was accepted and approved.

g. Maintaining strong Covid protocols (Godfrey)

Godfrey stated that, with the Covid pandemic on the rise in other countries, should there not be a written Covid protocol that people should follow.

Annelie suggested that they could re-send the protocol that was initially send to the members.

h. Weltrac – security proposal (George)

George presented quotations received from Weltrac for security on Moditlo Estate. After a discussion ensued, it was agreed by the Board that two additional quotes would be obtained from other security companies for comparison, whereafter the quotes will be presented to the members at the Special General Meeting for their decision.

5. APPROVAL OF THE MINUTES OF THE PREVIOUS BOD MEETING: 04 SEPTEMBER 2020 VIA ZOOM:

The minutes were presented, proposed, and approved by the meeting.

6. MATTERS ARISING:

a. AGM feedback

- Architectural Guidelines:

Annelie stated that all the documents were approved at the AGM, save for the Chromadek proposal, which was voted **no with modification**, and decision by the BoD should be made at this meeting as to who to appoint to do the in-depth proposal, which will be presented at the next Special / Annual General Meeting. After a discussion it was agreed that Louise would do an in-depth proposal regarding Chromadek, that will then be presented to the members in Special General Meeting.

- Security:

Annelie stated that, as the AT THE GATE system for security was approved, she would be meeting their representative the following week. She further stated that the proposal that was provided by Weltrac could not be approved at the AGM as it was not on the agenda and therefore not sent to all members in the AGM Pack. She confirmed that the

aim was that the Board finalise a proposal / cost estimate with Weltrac and present it to the members at a Special General Meeting for approval.

- **MOI Amendments / Rules & Regulations and Building Process:**
Annelie stated that all the above documents have been finalised and that she is waiting for the registration with CIPC to go through.

b. Decision regarding Internal Auditor

- It was proposed that, Albert Schmidlin be removed as Internal Auditor, as a Company Secretary was appointed. A discussion ensued whereafter the Board decided that, as a company secretary was appointed at the AGM, the internal auditor position would be terminated.

c. Albert Schmidlin list of queries

- The Board reviewed the list of queries, stated that it did not reach the Chairperson in time for the AGM and therefore could not be handled at the meeting. The Board further decided that a formal letter would be drafted to Mr Schmidlin in answer to his queries.

d. Disputes raised by members – feedback

- **Generator Dispute (finalised)**
Annelie confirmed that the applicant withdrew his application.
- **Settlement Agreement (finalised)**
Annelie confirmed that the application was rejected by CSOS – as it does not fall within their jurisdiction.
- **Compliance Rules R38**
Annelie stated that the matter was referred to adjudication, the office was awaiting the letter from CSOS to request the final submission from the parties involved.
- **André Pelser – CSOS – Fine unmetered connection**
Annelie stated that the meeting with the conciliator was held on the 23rd of March 2021. She further stated that, as the meeting had a non-resolution, the matter was referred to adjudication. She further confirmed that as per Board approval the final written submissions for adjudication were submitted on the 23rd of April 2021.

e. Eiland Dam

Annelie stated that the authentication process was in progress. A team from Eszro would do a site visit on the 10th of May 2021. Further updated will be provided once finalised.

f. Confirmation of Appointment of Company Secretary

- Annelie confirmed that a formal letter of appointment was sent to Mr Chris Steyn and that he accepted the appointment in writing. She further confirmed that registration with CIPC was in progress.

g. Bush Clearing – feedback

- A proposal was made that owner be given the option of having bush clearing done on their stands. A discussion ensued after which the Board decided that, should an owner

indicate that they would be interested in bush clearing on their stand, the HOA will appoint a specific team for this purpose, payment of which will be effected by the HOA and charged to the owners account. Annelie stated that, once they have an indication of the cost estimate for bush clearing, a formal letter would be drafted and distributed to the owners to this effect.

h. Appointment of Operational Assistant – feedback

- Annelie stated that the shortlist will be send to the Board for their discussion. She further stated that herself and Ernst Scheepers would arrange for interviews, but she would prefer that some Board Members with technical / operational background be present at the interviews. Piet Scheepers, George Brownlow, and Lorna Zoghby agreed to be present.

i. Fire breaks – feedback

- Annelie stated that Ernst identified two sites that is important to clear in terms of fire prevention. She explained that the first site on the Scotia side (Fleur de Lys down to Nyala Road – about 20 metres wide with only sickle bush) and further the second site 500 metres from the fence on the Fleur de Lys side (from Scotia fence down to R40). She stated that the aim was to do a controlled burn to the fence’s direction. She also confirmed that Ernst and his team started to spray the grass in preparation.

George commented that the southern end at the Fleur de Lys side, was a higher risk, and should be a priority on the list.

After a discussion ensued regarding work done by Directors, it was proposed that no work will be done by any director (directly / indirectly), save for the building at the main gate rented from Pieter’s company, until further notice / the next AGM, where it would be proposed to the members. All members of the Board agreed to this proposal. Annelie stated that she would draft a formal resolution to this effect.

7. FINANCES:

a. Monthly Fin Pack

All board members confirmed that they received the Monthly Fin Pack and had no comments thereon.

8. NEXT MEETING:

A date for the next meeting will be advised via e-mail.

9. CLOSE MEETING:

As there were no further items on the Agenda, the Chairperson thanked all in attendance and proceeded to close the meeting.