

**MINUTES OF THE SUNDOWNER RESIDENTS' ASSOCIATION AGM POST MORTEM MEETING
HELD AT 18H30 ON 12 MAY 2010
HELD AT 12 KEURBOOM STREET, SUNDOWNER EXT 2**

PRESENT: Russell Heins (RH) – Chair
Trish Williams (TW) – Scribe
Chester Connolly (CCon)
Cherne Cullen (CC)
Anne Koppenaal (AK)
Colin Sheward (CS)
Adrian Newbold (AN)

APOLOGIES: Lesley Bremner (LB)
Tim Crawford (TC)
Jacky Varty (JV)

ABSENT:

BY INVITATION: Sharon Hall (SH) – Finance
Stephen Varty (SV)

	DESCRIPTION	ACTION	DUE
1.	OPENING		
1.1	RH opened the meeting and welcomed all present.		
1.2	RH also welcomed two new members to the committee – Adrian Newbold and Colin Sheward. Both new members have been resident in Sundowner for 4 and 13 years respectively and were therefore familiar with the area.		
1.3	RH thanked CC for her dedication during her tenure as Chairperson of the SRA		
1.4	Apologies and absentees were noted.		
2.	ELECTIONS		
2.1	Russell Heins was elected as Chairperson – proposed by Stephen Varty and seconded by Chester Connolly		
2.2	Cherne Cullen was elected as Vice Chairperson – proposed by Russell Heins and seconded by Anne Koppenaal		
2.3	RH voiced his reservation with CC's election as "VC" citing his possible inability to act as Chair and CC's ability and willingness to act in his stead.		
2.4	CC assured the meeting that she would be in a position to act in RH's absence as and when required.		
3	ANNUAL GENERAL MEETING POST MORTEM		
3.1	RH informed the meeting that he would be making a presentation at the Bramblewood AGM in July much along the same lines as the SRA AGM	RH	10 Jun
3.2	Contact was to be made with all complexes		
3.3	Follow up with the introduction marketing brochure / pack	LB/JV	
3.4	SRA members are to be made aware that the SRA levy covers armed response to individual home alarms as some members have alarms linked	AK	ASAP

	to other security service providers		
4	ALLOCATION OF PORTFOLIOS		
4.1	<p><i>Functions</i></p> <ul style="list-style-type: none"> • AN volunteered to take this on. He would put together some ideas and report back at the next meeting • RH had confirmation from Pick n' Pay Northgate that whilst they couldn't donate money they would be happy to subsidize eats or in-kind donations for any function organized by the SRA. • RH would let AN have all the notes from the Spring Day event held in 2008. • For any functions to be held at the park the SRA would need to get permission again to use the park. • It was recommended that extended permission needed to be obtained – perhaps on an annual or biannual basis. • Ideas of a Christmas in July, Spring Day in September etc were discussed. 	<p>AN</p> <p>RH/AK RH</p> <p>RH/AN</p> <p>AN CSAK LB</p>	<p>9 Jun</p> <p>15 May</p>
4.2	<p><i>Membership Drive</i></p> <ul style="list-style-type: none"> • CS volunteered to run with this portfolio. He would do the prep and then hand over to AK for the Admin. • Stats needed to be monitored continually. AK to keep RH informed, and should be members on a regular basis, progress against target. • Packs were being worked on. Both Len Botha and Allan Stott had offered to fund these, it was agreed that JV would assist LB with the development of these documents • AK stated that she wanted to hold onto the relationship of anyone she “brings aboard” from start to finish. She did not want to have to pass them on to someone else. She is happy though to follow up anyone else's leads. • AK informed the meeting that member recruitment operated on the basis of forms and money first only then Piranha transmitter installed. • CS established that AK was a crucial link between SRA and Piranha. • RH advised that Pn'P would supply a “welcome” platter on the day new residents removal van arrived. This was where we as a committee needed to be proactive and quickly establish when people were moving in. We needed to liaise with the Estate Agents in order to timeously obtain this information. • It was agreed that the SRA would incentivize recruitment of new members with a R250 cash back bonus which would be paid to members at the end of the month in which their new member signs up. This should be rolled out urgently. • Members should be sms'd and e-mailed at regular intervals to remind them to recruit and also to advertise the incentive scheme. • 2 people were to hand out marketing packages. • Breakfast to be arranged for the Estate Agents. • Complexes – a representative should be recruited for the complexes 	<p>CS</p> <p>AK/RH</p> <p>NOTE</p> <p>NOTE</p> <p>RH</p> <p>AK</p> <p>CS AK</p> <p>RH/CC</p> <p>AK TC</p>	<p>1 Jun</p> <p>End Jun</p>

<p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p>	<p>representation on the committee. – RH/CC will address this during meetings with complex trustees</p> <ul style="list-style-type: none"> • AK to follow up with Eremos membership. • Require Chairperson’s details to update complex database spreadsheet, AK to contact Rawson. • Newsletter/newsflash type information required. Every event need to be seen as a marketing drive. The idea of a newsletter was debated, however the labour required to maintain an initiative like this was felt to be too much at this stage. Review in future. • SV volunteered JV services to proof read and assist LB with the publication of our Welcome Brochures and locality information. • It needs to be established how many pensioners there are, where they are and possibly do a mail drop as they don’t have access to e-mails or sms. • There are members who did not wish to join the committee at this stage but were more than willing to help out with certain chores. Any time we were planning any function or activity we should e-mail or sms all members and ask for assistance. <p><i>CID</i></p> <ul style="list-style-type: none"> • TW undertook to gather as much info and plan the way forward with the formation of a CID (Community Improvement District). • This is an arrangement where a portion of the rates is paid directly to the Resident’s Association. <p><i>32 Taurus Road</i></p> <ul style="list-style-type: none"> • This system is presently operating in Cape Town, Sandton and Brits • This issue would be left with Andrew Garratt. TW would step back, because of family ties and RH would deal directly with him. • Andrew would be requested to give a quote on costs going forward. • The objections must be followed up and TW handed AK the disc containing all the objections received and lodged on 4.5.2010 together with a file containing various items of information regarding 32 Taurus ownership. A further 35 objections were handed to TW to copy, collate and hand to Andrew to have served and filed. • RH and AK would meet with the owner. He was evidently most put out by the objection to the liquor license. <p><i>Street Lights</i></p> <ul style="list-style-type: none"> • CCon was following up with city power regarding the street lights that were not working <p><i>Additional Piranha Patrol Vehicle</i></p> <ul style="list-style-type: none"> • This issue will be revisited in July and would be dependent on the increase of membership/income 	<p>AK</p> <p>AK JV/LB</p> <p>TW</p> <p>RH/AK</p> <p>CCon</p>	<p>9 Jun</p> <p>9 Jun</p> <p>9 jun</p> <p>9 Jun</p>
<p>5.</p>	<p>NEXT MEETING</p> <p>The next meeting will be held at 18h30 on 8 June 2010 at 12 Libra</p>	<p>NOTE</p>	