

Minutes of the meeting of Rescom Committee at the Clubhouse 21st November 2022 at 11h30

1. Alan welcomed Rescom members.

The necessary quorum being present and the notice of meeting having been taken as read, the Rescom meeting was duly constituted.

2. **Attendance:** is recorded in the attached attendance register:

3. The minutes of the previous meeting held on the 19th September 2022 were approved, save that the date recorded in the minutes heading is incorrect.

All matters arising are covered in the agenda for this meeting

4. Portfolio reports

4.1. Finance Portfolio

Discussion

- Charles presented a report which is attached as attachment 1.
- The analytical forecast which estimates a large surplus year end 2023 is also attached as attachment 2.
- 6 early adopter residents did not accept the new Target Levy, and a further 3 have not yet finalised their associated LRA addendum.
- Levy income is not yet reflecting correctly in the management accounts but this should be corrected in the next edition (October Month). Under the new Target Levy arrangement, reconciling levy income should be simplified.
- Alet has resigned and her replacement is expected to commence work in January.
- The 2024 budget is being developed, and at a high level will be presented to the Evergreen Board in the week ending 25th Nov 2022. We are unlikely to see a version at village level until January.
- A bank account was opened some years ago by the then Rescom and Village manager, authorised by a constitution titled "Evergreen Bergvliet Residents Association". (A copy of this constitution is attached as attachment 3)

Decisions

- Examine the October management accounts when they are received and schedule a Fincom Meeting
- Evergreen management wants no further involvement in the management of the above mentioned bank account and the associated residents association. The constitution is to be re written, updating the naming conventions, (e.g. Rescom instead of Management Association), removing all responsibility and involvement of the VM,

and the signatories updated to exclude the VM and her staff. The final constitution the be reviewed by the Chair and deputy, and it may require the approval of residents before the amended version can be adopted?

- Consideration is also to be given to attaching a SNAP-scan account or a YOKO Credit card machine to the residents bank account to simplify donations?
- The staff Christmas collection funds, from both deposits in the residents bank account and cash handed to Bronwyn, will be collated reconciled and made ready for distribution before 15th December.

Action by Charles (with assistance from John Bester)

4.2. Deputy Chair Portfolio:

Discussion

- Brian presented a report which is attached as attachment 4, and which led to further discussion.
- There is a discernible lift in the levels of contentment among residents.
- It is noted that Bronwyn is putting pressure on her staff to perform.

4.3. Building and infrastructure

Discussion

- Richard presented his report of which a copy is attached as attachment 5.
- Until the much-deferred meeting with EPI happens, at which they can explain progress to Rescom, we have no idea when work on the clubhouse alterations will start or end.
- Munaaz Kitchen consultants have made recommendations for improving the kitchen.
- The need for clubhouse storage space was discussed and will be looked at in the building plans.
- The apartment garbage room use, plus residents having to pay for recyclable rubbish removal received much attention.

Decisions

- Regarding the Clubhouse alterations, Rescom will continue to push for a meeting with EPI (Possibly Friday 25th November).
- The gate entry issue will also be discussed with EPI.
- The Residents key issues report needs to be updated and simplified
- At present there is no alternative but to pay for the removal of recyclable rubbish (total monthly village cost R1,700).
- Apartment residents to be advised where to put garbage and recyclables.

Action Alan, Richard and Bronwyn

4.4. Catering, Healthcare and Events

Discussion

- Jane presented her report which is attached as attachment 6.
- The Year End dinner has 75 attendees booked, no one has been turned away.
- Neil Douglas, newly appointed by WPC is overseeing developments in the Bistro, has a copy of the “My Perfect Bistro Survey” and will act on it.
- “My Perfect Bistro Survey” highlighted:
 - If the ambiance, comfort and outlook from the Bistro are improved and
 - If the food quality, and variety are improved.More people may be inclined to use the facilities.
- The Potjie competition was a great success especially Richards bottle of Sake.

Decisions

- Meetings with WPC and especially Neil Douglas to persuade them to step up.
- When the meeting with EPI happens, discuss the comfort, ambiance, and views for the Bistro improvement.
- Rescom will actively promote the Bistro once the renovations are completed.
- The schedule for the Clubhouse alterations will be circulated as soon as it available

Action by Jane and all Rescom members

4.5. Events an Entertainment

Discussion

- Yolanda presented the minutes of the E&E subcommittee meeting which are attached as attachment 7.
- Events & Catering have booked a Juke Box for the End of Year function and the start time of proceedings was discussed.
- Until the clubhouse building schedule is known little planning beyond early January is possible
- SWIGS a by invitation wine tasting event was noted.

Decisions

- 16th December to be a Bring and Braai event at 18h00

4.6. Healthcare

Discussion

- Healthcare services are improved since the prior Rescom meeting
- Marisa Simons (SRN) is actively working to improve the trust with residents which had hitherto broken down.
- It was noted that Evergreen Health is trying very hard, and are actively involved with some 17 residents.
- Elize Porter has communicated with Rescom Chair that she is happy with the progress of the trial currently running, it has been well received.
- CMR have been forced to further postpone implementation of their system and removal of Telecare because the CMR pods are not yet available. Evergreen is considering Alan Baxter's suggestion that they go ahead using the internal phones, and residents cell phones.

Decisions

- When the CMR system is introduced, Rescom and ELV must also explore additional technologies and protocols to reinstate the sense of security residents felt when the ENA staff were on site 24/7.

Action by Rescom members

4.7. Gardens

Discussion

- Sue Dalrymple and Bronwyn conducted a garden inspection and gardens are looking good.
- The possibility to allocate an amount from the levies budget to purchase seeds and plants to give more colour in the village, was discussed.
- Compost containers full, perhaps use additional space to create more compost without bins?

Decisions

- Fincom to look at a small budget allocation for gardening

Action by Bronwyn, Brian and Charles

5. Constituency reps

Discussion

- Brian noted the excellent constituency rep report by Yvonne Jackman.
- Other reps should be encouraged to produce similar reports.

Decisions

- Arrange a meeting of Alan, Brian and Jane with Area Reps to facilitate:
 - Regular report back to Rescom
 - Street naming
 - Increasing the level of resident's participation in village activities

Action by Brian and Jane

6. Cell Phone Reception

Discussion

- Alan advised that he has been in contact with Mr Price the Principal of Bergvliet High who are hoping to erect Cell Phone antenna on the tops of the floodlights on their sports ground.
- After two years of effort, getting Dept. of Education, ratepayers Assn. and Council to agree they are now soliciting support/opinions/objections from the local community.
- Unsurprisingly there is a lot of support for this to commence and Evergreen and Rescom have submitted the letter attached as attachment 8.
- Mr Price believes it may happen around midyear 2023.

Decisions

- Deliver a letter of support to Bergvliet High School

Action by Alan and Bronwyn

7. New Residents Welcome by Rescom

Discussion and Decisions

- New residents will be welcomed by the Constituency rep for their area
- They will be given a "Welcome Brochure" which introduces Rescom members and our subcommittees, and tips for local facilities such as Restaurants, Vets, Laundry services etc. Residents wanting a copy can ask for one at reception.
- All are invited to suggest additional content for the brochure.

Action by Jane and Brian

8. Utility Staff Charges

Discussion

- There have been many complaints from residents about small charges for minor tasks carried out by utility workers, who's salaries are after all paid from residents levies.
- Rescom and Village Management are working towards eliminating this point of contention.

Decisions

- Residents must book the need to use the Utility Staff via the Village Office.
- If the amount of effort and time is small there will be no charge.

Action by Bronwyn

9. Smart Matter

Discussion

- Apartment residents have a problem getting correct utility consumption data from a new system introduced by vendor Smart Matter.
- Earl Hargreaves has been the interface between apartment residents and Smart Matter, and has found the exercise frustrating.
- As a consequence some residents have not paid for electricity consumed.

Decisions

- Evergreen management are engaged with this vendor to sort out the reports from their system.
- While there are problems with the system residents will not be cut off, even though they may not have paid for electricity consumed.
- If Smart Matter do not resolve their problems quickly, Evergreen will be asked to take drastic action.

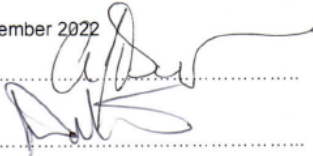
Action by Alan and Bronwyn

10. There being no other business the meeting closed

Date of next meeting will be announced as soon as the building schedule is known.

Attendance Register 21st November 2022

Alan Baxter



Brian Dalton



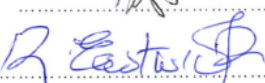
Jane Horovsky




Charles Foster



Richard Eastwick



Yolanda Bond-Smith



Bronwyn Davis



Nomfundo Moletsane



Charles Foster Report 21 Nov 2022

Analytical forecast circulated

Some areas of concern were raised with EPI, others are listed for future investigation after allowing implementation of new levies and other budget changes

Other items of potential interest

A Residents' bank account was established some years ago for a specific DSTV application for certain residents. The existence of this vehicle is being turned to advantage, and steps are being undertaken to control it more properly by Rescom, with zero responsibility in ELVB's hands.

Staff Christmas Fund. In progress, funds collected via eft in Rescom bank account. Expected completion with help from John Bester is 15 December, maybe earlier

Levy statement queries and complaints

Queries/complaints received from Ian McDonald and Lynne Wilms. CF and DW following up, have found results to be correct, if confusing and poorly communicated.

Fire extinguisher and other related costs, recoveries of R75 per unit to come, R7500?

Insurance recovery for unit 33 outstanding, R2500

Clubhouse subscriptions more likely at R4000 pm including newspapers. I occasionally take a peek at the papers, but wonder who else does, especially over the weekend?

Budget 2024

Already covered by Alan, David, Colin and John, and at best to be received late December or perhaps January.

Rescom 21 November 2022 Attachment 2

Evergreen Bergvliet Analytical Forecast September 2022							
	Sept 22 actual	2023 YTD	Actual 22	Budget 2023	AF 2023	Variance	%
REVENUE	711,555	4,921,621	8455256	7524000	8,056,621	532621	7.1
Levies:Houses, Cottages & Apartm	702,805	4,842,046		6818468	7,842,046	1023578	15.0
Levies:Additional Person Levy	500	1,000		324000	136,000	-188000	-58.0
Levies:Developer	6,000	74,366		381532	74,366	-307166	-80.5
Levies Received - Catering & Hea	2,250	4,209		0	4,209	4209	
Other Income	0	0		0	0		
TOTAL EXPENSES	534,357	3,825,290	6918456	7762329	7059594	-702735	-9.1
Head Office Recovery	30,000	210,000	360000	360000	360000	0	0.0
Insurance	20,063	132,213	239688	223279	225246	1967	0.9
Clubhouse Expenses	11,420	76,318	222159	182541	152377	-30164	-16.5
Medical Response - Mgmnt Fees	10,851	75,709	120089	306184	203286	-102898	-33.6
Employee Cost Salaries	191,020	1,339,799	2355087	2933665	2562159	-371506	-12.7
Employee Cost Other	1,466	19,890		84071	54920	-29151	-34.7
Levies Expenses	3,960	27,540		48000	47540	-460	-1.0
Administration Expenses	9,640	80,527		146004	141362	-4642	-3.2
Consulting Expenses	0	5,000		31350	18063	-13288	-42.4
Information Technology Expenses	9,981	85,633		174329	158270	-16059	-9.2
Travel Expenses	577	627		0	627	627	
Printing & Stationery Expenses	4,351	36,347		60140	61405	1265	2.1
Depreciation Expenses	5,360	38,232		66457	65922	-535	-0.8
Common Property: Municipal Utili	22,066	140,299	-56186	189866	219410	29544	15.6
Property Rates	7,909	167,800	852878	33276	181665	148389	445.9
Security	124,844	883,292	1678520	1724234	1601723	-122511	-7.1
Village Maintenance	23,584	154,099	626569	470114	349980	-120134	-25.6
Insurance Claims	0	14,978		0	14978	14978	
Generator Costs	20,194	68,385		240000	168385	-71615	-29.8
Garden Maintenance	37,071	268,602	519652	488819	472277	-16542	-3.4
Profit/(loss) for period	177,198	1,096,331	1536800	-238329	997027	1235356	-518.3
Catering	28,000	281,357	563856	60000	306357	246357	410.6
Medical Expenses	0	526,470	957344	0	526470	526470	
Expenses incl Catering/Med	562,357	4,633,117	8439656	7822329	7892421	70092	0.9
P/L incl Catering/Med	149,198	288,504	15600	-298329	164200	462529	-155.0
Assumptions	1. New levy R6000 per unit from 1 September, extra person R500 from 1 September, 54 extras 2. Forecast includes actual cost to 30 September, plus 5 months of revised 2023 budget, or best available info 3. Generator costs (mainly fuel, I think) have been estimated at R20000 per month for the rest of 2023						

EVERGREEN BERGLIET RESIDENTS ASSOCIATION

CONSTITUTION

1. FORMATION AND NAME

- 1.1 Evergreen Bergvliet Village was developed by Evergreen Properties (Pty) Ltd in terms of the Housing Development Schemes for Retired Persons Act No. 65 of 1988, as amended.
- 1.2 The name of the Residents Association shall be **EVERGREEN RESIDENTS ASSOCIATION** (hereinafter referred to as "the Association").
- 1.3 The Association shall be represented by a committee appointed by the residents of the village at an annual general meeting.

2. OBJECTIVES

- 2.1 The objectives of the Association are:

- 2.1.1 to administer and supervise the retirement activities of the residents of the Evergreen Village, Bergvliet;
- 2.1.2 to render assistance to residents and promote their welfare within the context of a retirement centre and the terms of the Life Right Agreements entered into by the residents and Evergreen Properties;
- 2.1.3 to review the nature of the buildings which comprise Evergreen in relation to usage and overall appearance;
- 2.1.4 to co-ordinate the provision of services within the boundaries which comprise Evergreen; and
- 2.1.5 to pursue the foregoing objectives vigorously to the extent they are needed, affordable and sustainable.

3. MEMBERSHIP

- 3.1 Membership shall be limited to the occupants of Evergreen Village who have acquired a right to use and occupy, for life, a Dwelling Unit.
- 3.2 All members and their spouses/partners shall be entitled to make use of the facilities at Evergreen Bergvliet.
- 3.3 All members shall have a right to vote at general meetings of the Residents Association and their votes shall be counted per the occupants of each residence. For the sake of clarity each Life Right Holder/resident shall be permitted to vote.

- 3.4 In this Constitution, unless the context clearly indicates to the contrary, words purporting the singular shall include the plural and *vice versa*, and a reference to one gender shall include the other gender.

4. MANAGEMENT AND CONTROL

- 4.1 The management and control of the Residents Association shall be vested in the Management Committee consisting of six (6) persons elected by the members plus one (1) person appointed to represent Evergreen Lifestyle Village (Pty) Ltd.
- 4.2 At its first meeting after the Annual General Meeting, the Management Committee shall elect from amongst its members, a Chairman and a Vice-Chairman, provided however that no person shall serve as Chairman for more than six (6) consecutive terms of office, where a term of office is a period of one (1) year.
- 4.3 Nominations for candidates for election to the Management Committee shall be deposited at the office of the manager of Evergreen Village not less than ten (10) days before the date set for the Annual General Meeting.
- 4.4 Nominees for election to the Management Committee must be members of the Association.
- 4.5 All nominations on the prescribed form shall be signed by a proposer and a seconder, who shall be members, as well as by the nominee, signifying his/her acceptance for nomination.
- 4.6 A list of all nominations shall be posted on the notice board of the Association not less than three (3) days before the date set for the Annual General Meeting.
- 4.7 Should more candidates be nominated than are required to fill the posts, election of Management Committee members at the Annual General Meeting shall be by ballot. Ballot papers shall be prepared by the Association and made available at the Annual General Meeting.
- 4.8 All members of the Management Committee shall be deemed to have been elected for a period of one (1) year and shall be eligible for re-election, provided however that no person shall serve for more than six (6) consecutive years.
- 4.9 A member of the Management Committee shall be deemed to have vacated his/her seat on the Management Committee if he/she absents himself from more than three (3) consecutive meetings without first obtaining leave of absence from the Management Committee or Chairman.
- 4.10 The Management Committee may fill any vacancy on the Management Committee rising between Annual General Meetings by co-opting a person to fill every such vacancy. Such person shall hold office until the next Annual General Meeting.
- 4.11 The Management Committee shall, except in extraordinary circumstances, meet at least six (6) times per year. A quorum for meetings of the Management Committee shall be three (3) persons. If at any meeting there is no quorum within fifteen (15) minutes of the appointed time, the meeting shall stand adjourned until the same day and time in the following week and at the same place as that originally convened and at that later meeting, those present at the appointed hour shall constitute a quorum provided that there are at least two (2) persons.

5. CHAIRMAN

- 5.1 The Chairman shall preside at all general meetings and at all meetings of the Management Committee. He/she shall have a casting vote as well as a deliberative vote. In the absence of the Chairman, the Vice-Chairman shall preside and failing him/her, a Chairman shall be elected from the members present.
- 5.2 The Chairman, or in his/her absence, a member of the Management Committee elected by that committee, shall act as spokesperson for the Committee in any circumstances where it is necessary.

6. MINUTES OF MEETINGS

- 6.1 The Chairman shall cause minutes to be kept of all general meetings, all Management Committee meetings, and all ad-hoc committee meetings. Such minutes shall be circulated or read and confirmed at the next General meeting, Management Committee meeting or ad-hoc committee meeting, as the case may be.
- 6.2 All these minutes shall be signed by the Chairman, and such minutes shall constitute evidence of the correctness of the matters recorded therein. The Chairman shall cause all signed minutes to be retained in minute books as a record of the meeting of the Association.

7. POWERS OF THE MANAGEMENT COMMITTEE

- 7.1 The Management Committee, subject to any lawful direction which may be issued by the Association in general meeting and in terms of this Constitution, shall have the power to carry out the objects of the Association in accordance with Regulation 9(1) of the Regulations promulgated under the Housing Development Schemes for Retired Persons Act No. 65/1988, as amended, subject to the provisions of clause 7.2 below.
- 7.2 The parties record that, for as long as Evergreen Lifestyle (Pty) Ltd financially supports the Association by *inter alia* underwriting any shortfall in the operating accounts of the Association, Evergreen Lifestyle (Pty) Ltd shall approve in writing any Managing Agent and Manager appointed by the Management Committee.
- 7.3 Subject to the recordal in clause 7.2 above, the Management Committee, in particular, shall be empowered to:
- 7.3.1 appoint a Managing Agent, in terms of a signed agreement which details the manner in which the Managing Agent will manage Evergreen Village Bergvliet. A Managing Agent shall be appointed for a period of one (1) year, provided that the agreement may be renewable for further consecutive periods, unless due notice of termination is given by either party;
 - 7.3.2 Evergreen Lifestyle (Pty) Ltd whilst they are the appointed managing agent shall appoint a Manager, who will be responsible for the management of the day-to-day affairs of Evergreen Village Bergvliet. The Manager shall be responsible to Evergreen Life Style

(Pty) Ltd and the Management Committee and shall attend all Management Committee meetings, but will have no vote. The Management Committee shall delegate to him/her such powers as it may deem fit;

- 7.3.3 receive, administer and apply monies of the committee as raised through functions organised in the Village;
- 7.3.4 invest such monies raised in 7.3.3 not immediately required and vary or realise any investments;
- 7.3.5 regulate its meetings and meetings of any ad-hoc committees in such manner as it may decide;
- 7.3.6 interpret the meaning of any of the provisions of this Constitution should any doubts arise. The interpretation arrived at by the Management Committee shall be minuted and shall be final and binding on all members; and
- 7.3.7 do all such other acts or things as, in its opinion, are conducive to the attainment of the objects of the Association.

7.4 To facilitate the relationship between Evergreen Lifestyle and Evergreen Village Bergvliet, including the need for protection against expenditure in excess of that required for the provision of reasonable facilities and services appropriate to or required by the committee, the Management Committee shall ensure that the Association adheres to the bona fide decisions of Evergreen Lifestyle relating to the maintenance and repair of the Village and the reasonable costs which apply thereto.

8. GENERAL MEETING

8.1 The Annual General Meeting of the Association shall be held no later than six (6) months after its financial year-end, (the last day of February each year). No less than twenty-one (21) days' notice shall be given by the manager by email or by placing such notice and the agenda in the post boxes of those members electing this method and by placing them on the notice boards of the Association together with the minutes of the previous Annual General Meeting and the minutes of any Special General Meeting held since the last Annual General Meeting.

8.2 Provided a quorum of members is present (see clause 8.7), the Annual General Meeting shall proceed as follows:

- 8.2.1 confirm the minutes of the previous Annual General Meeting and any Special General Meeting/s;
- 8.2.2 receive the Annual Report and the Financial Statements of the committee for the past year, and if in order, approve them;
- 8.2.3 elect the Management Committee in terms of clause 4 of this Constitution;
- 8.2.4 consider any motion of which due notice has been given. Such motions shall be signed by at least two (2) members and delivered to the office of the Manager of Evergreen Village Bergvliet at least ten (10) days before the date of the meeting and such motion shall be posted on the notice board of the Association; and

- 8.2.5 consider any motion from the floor, provided that the vote on such motion shall have persuasive power only and the Management Committee shall be obliged to consider the motion and report its decision back to the members.
- 8.3 The Management Committee may, at its own discretion and at any time, call a Special General meeting for the purpose of considering an item which it shall specify in the notice convening the meeting.
- 8.4 The Management Committee shall, upon receipt of a motion signed by at least one third of all members, convene a Special General Meeting for the purpose of considering the motion of such members.
- 8.5 Not less than twenty-one (21) days' notice of any Special General Meeting shall be given by the manager by placing such notice on the notice board of the Association. The notice shall specify the business to be transacted at such meeting.
- 8.6 No other business may be discussed at General Meeting, other than that specified in the notice convening the meeting.
- 8.7 One-third of the members of the Association, present in person or by proxy, shall constitute a quorum at any General Meeting. Should a quorum not be present within twenty (20) minutes of the time fixed for the meeting, the meeting shall be adjourned to the same day and time in the following week and at the same place. At such adjourned meeting, the members present shall be deemed to be a quorum for the transaction of the business of the meeting.
- 8.8 All members of the Association shall be entitled to one vote on any matter raised at a meeting, noting for the sake of clarity. Their votes will be counted per occupant of each residence.
- 8.9 A proxy may be appointed in writing by a member on the prescribed form to be handed to the Chairman prior to the commencement of the meeting. No person may act as a proxy for more than two (2) members.

9. FINANCIAL PROVISIONS

- 9.1 All moneys raised by the members in the Village received by the Management Committee shall be paid into its banking account.
- 9.2 All disbursements shall be paid by electronic transfer, cheque or cash in terms of the authorised signing mandate as determined by the Management Committee.
- 9.3 The Management Committee shall require an appointed person to keep such financial and other records as are necessary and to prepare monthly statements of income and expenditure.
- 9.4 In October and March each year, an unaudited interim Income and Expenditure account for the six (6) months ended September and February shall be made available to members.
- 9.5 Notwithstanding the provisions of clause 9.1, the Manager and/or his/her staff, as the case may be, shall be supplied with a cash float of an amount determined by the Management Committee.

10. GENERAL PROVISIONS

10.1 The Management Committee may appoint such standing or ad-hoc committees from the Members of the Association or other persons as it may deem fit and define the functions and powers of such committees. Such committees may co-opt other persons in an advisory capacity, provided that such persons shall not be entitled to vote.

10.2 For the purpose of the fulfilment of the objectives of the Association as set forth in clause 2 hereof, the Management Committee acting on behalf of the Association and in the pursuance of lawful directions issued at a General Meeting of the Association may (subject to clause 7.4 above):

10.2.1 open and operate a banking account;

10.2.2 invest surplus funds in such Money Market investments as recommended from time to time.

10.3 Membership of the Association or of any committee thereof shall not confer on any members, any proprietary right, title or claim to or interest in any of the property or assets of the Association, nor shall any member, by virtue of his membership, incur any liability in respect of any claim or action brought against the Association.

10.4 The property and income of the Association shall be used solely to further the aims and objects of the Association and no portion thereof shall be transferred directly or indirectly through the medium of dividends, bonuses or in any other way to profit its members.

10.5 Members of the Association, the Management Committee or any standing or ad-hoc committee and every employee of the Association shall, provided they have acted bona fide, be indemnified by the Association against all proceeds, costs and expenses incurred by reason of any cost or omission of thing done in the performance of their duties in connection with the Association.

11. MEMBERS' RIGHTS

11.1 Members shall address all correspondence, requests and/or complaints to the Manager of Evergreen Village. The Manager shall attend to such matters without delay and where necessary, provide a written reply. In the event of a member not being satisfied with the outcome of any matter submitted to the Manager such member shall have the right to attend a meeting of the Management Committee and there present his case.

11.2 All decisions of the Management Committee or any other matters affecting the member shall be communicated to the member in writing.

12. AMENDMENT OF CONSTITUTION

12.1 This Constitution may only be amended with the approval of at least two-thirds of the members, present, by proxy or in person, at a Special General Meeting called for that purpose, provided that the full text of the proposed amendments shall have been given in the notice convening such meeting.

12.2 A notice of motion for any alterations to this Constitution shall be in writing and signed by at least three (3) members and delivered to the office of the Manager. Within fourteen (14) days of receipt of such notice, the Manager shall convene a Special General Meeting in terms of clause 8.5.

13. DISSOLUTION OF ASSOCIATION

If upon dissolution of the Association there remain any monies whatsoever after the satisfaction of all its debts and liabilities, such monies shall not be distributed among any individual persons, but shall be given to one or more registered welfare organisations as determined by the members present at the meeting at which the dissolution was resolved upon.

RESOURCES & ROAMING PORTFOLIO – 03.11.2022

With matters settling down after the setting of the target levy and the budgets being approved, it has allowed for focus to be concentrated on developmental aspects of Rescom activities. The aim of these activities has been to attempt to enhance the environment in the village in order to make it a pleasant and convivial place to live.

HUMAN RESOURCES

Various meetings were held with village management and staffing matters were discussed in an attempt to ensure efficiencies and increased productivity from all staff members. As a result, Bronwyn is planning to further reduce head count in the overall village maintenance field by reducing one Yardman position. She will be closely monitoring the pressure of work amongst the remaining staff to ensure that they are not overextended and that standards do not slip. Bronwyn and her team are to be congratulated on this.

Over the past month construction work has been on-going in the upstairs area of the clubhouse to upgrade the facilities for staff. Showers and toilets have been provided as well as a staff rest-room where they spend their off time. It is anticipated that this will be complete mid-November and I am sure will be welcomed by the staff.

A meeting alluded to in my last Portfolio Report between all concerned parties involved in the catering function was held and proved to be very constructive and fruitful. WPC has shown willingness to take cognisance of resident's preferences and already have upgraded their offerings by providing two options for their daily lunch menus. We look forward to further improvements in the quality of their service and offerings and are glad about the establishment of a good working relationship. I am sure that Jane will elaborate on this in her report.

I will continue working with Bronwyn and her team to assist in maximising staff efficiencies. Into the near future we need to really start exploring opportunities for increasing the use of technology to improve efficiencies and productivity.

Rescom, in collaboration with village management will be involved in collecting contributions from residents to give a Christmas gift to staff members as a token of gratitude from them for services rendered over the past year.

DEPUTY CHAIR

I have become involved on the perimeters of arranging various village functions, with the main one being the Bowls and Braai set for 25 November at Meadowridge Bowls Club. Myrle Mawman, Constituency Rep for the Northern Suburbs and John Coetzee of Route 65 & Cross Roads are the main contacts and organisers but I will assist where needed due to my contacts at the bowls club. I ask all of Rescom to

encourage residents to join in this fun event. Apparently nineteen entries for this event have already been received.

In consultation with Bronwyn, it was agreed that three composting bins be purchased and that all garden sweeping and kitchen peelings be collected and deposited in these bins. The bins have been installed in the berm area near the pool and we look forward to having this available for mulching the village gardens very near future. This will eventually also save money through the village not having to buy compost for the gardens.

No Progress has been made in getting residents to suggest names for the streets in the village. This is a fun activity which can contribute towards a positive spirit of ownership and involvement in village activities. I have asked Jane to push this, through the Constituency Reps.

The CRG is meeting again soon but has, since the last meeting, got the endorsement from Western Cape Evergreen village's Rescoms to support the initiative of formalising the body and establishing a constitution for it in order to be prepared in the event of a mutual problem needing solidarity when Evergreen is approached.

Clubhouse and property infrastructure portfolio

03/11/2022

Clubhouse: As noted previously the renovation's construction is on hold until ELV obtain Heritage approval. We have asked for an anticipated programme for this approval process inclusive of any Building permits and other regulatory requirements. No response received.

We have also asked to see the architectural drawings (Plans, sections and details) inclusive of their redesign proposals for the lighting layout, plus the redesign of the Kitchen and Bar counter area. None received yet.

We also would like to see the Interior design proposals for paint colours, recovering of the chairs, etc. We have not heard whom they propose to use as the interior designer.

We feel its important to meet with the architect as soon as possible to discuss the above.

Property Infrastructure: The apartment building is nearly complete regarding identified snags. Presently Unit 103 is being worked on while unit 110 is waiting to have the attic roof edge sealed.

Regarding the remaining properties, Bronwyn will submit her latest graph of completion and those units that still need work.

Richard Eastwick

Report by Jane Horovsky

Catering

As the alterations to the Dining Room were not able to commence in October, the Catering continues with Western Province providing breakfasts, lunches and a Social Dinner every Wednesday evening. There was some concern about the heating and reheating of food: it was thought that it would be necessary to provide better equipment. Having visited and consulted with Rescom Noordhoek as well as their Office Manager, Riann Gouws, the advice given was that it would not be necessary to install more expensive equipment to heat WP food and the hot boxes that have been used in the past were adequate for the task. The other advice offered by Riann was that supervision of the total dining experience (ie., attention to detail: table linen, food and prompt service) was very important.

Efforts have been made to improve the ambience of the Dining Room: for example, single flowers or very simple arrangements are now placed on the tables using flowers from the gardens, thereby having relieved the expense of purchasing flowers.

The cost of the Social Dinners has increased as has the general cost of living. The quality of the food varies: there have been some favourable comments, ie., the fillet steak and salmon Social Dinners were generally enjoyed, whereas the pork and lamb dinners during November were mostly disappointing. The quality of the food fluctuates: there has been an increase in the quantity of vegetables, often considered to be too plentiful. A request for an appointment with Esta has been requested to discuss quality and presentation of the food.

The Christmas Dinner on 23 December has now been opened to all residents.

Healthcare

Since the Rescom Meeting on 22 September 2022 many of the Healthcare issues have been reconsidered and improvements by ELV have been made. There is now a SRN, Marisa Simons, on duty every Tuesday for residents to consult: Marisa also attends to 17 patients who have ongoing healthcare issues. Marisa feels the focus of her work is to restore the level of trust that has been broken between ELV and Bergvliet residents. Appointments may be made with Dr Johsua Czech who will be present at Bergvliet for consultation on Tuesday afternoons. Night staff are also on duty every evening.

Area Representatives

We now have a full complement of Representatives for each area: two additions being Ernest Mitchell for 'Main Road' and Yvonne Jackman for 'southern Suburbs'. Mr and Mrs Pitt will be taking occupation of Cottage 63 on 28 November 2022 - the Area Representative has been informed.

Rescom 21 November 2022 Attachment 7

MINUTES OF CE & E SUB COMMITTEE MEETING ON TUESDAY

1st NOVEMBER 2022

PRESENT: Yolanda Bond Smith (YB), Jacky Orton (JO), Paddy Fordyce (PF), Marion Thompson

(MT), Bronwyn Davis (BD), Christina Williams (CW), Jane Horovsky (JH)

APOLOGIES

Jean van Rhyn (JvR) - away

Wenche Hovstad

YB opened the meeting and welcomed everyone at 10:00.

A good pub evening was held last Friday, 28th October with a great turn out. YB thanked Christina

and her team for all the help they provided in setting out tables and clearing up afterwards.

FORTHCOMING EVENTS

NOVEMBER 4 November: Floral Art Demonstration JO - 15:00 - R60

Teatime eats will be supplied by WPC

A raffle will be held for the floral arrangements.

5 November: Canasta - 19:00

11 November: Bingo - R70pp - 18:00

Committee to provide cold meats & salads for supper

Line Dancing Demonstration - 11:00

18 November: Potjie competition - 12:00 - judging 16:00 - R155

CW to discuss with WPC and advise re ingredients

3 x teams + 1 staff team - each to feed 8

Judges to be confirmed - Garry Reed, Felicity Walker and 1 other

Wine tasting to take place in conjunction with the potjie competition

25 November: Bowls fun evening at Meadowridge Bowling Club -

16:00 Lessons for beginners - others all welcome

Food will be available, drinks available from the bar.

Bowl and hamburger R90. Watch and hamburger R60.

Book and pay via Myrle Mawman and John Coetzee by

18th November

DECEMBER 2 December: Pub Night - committee to cover costs of snacks - 18:00

4 December: Christmas Carols on the lawn - 18:00

A Choir from Evergreen Muizenberg will be coming to join us. Bring a chair, picnic, drinks and enjoy

6 December Committee meeting

9 December: Christmas Dinner - assisted hot self service buffet - R195pp

Menu - Glazed Cranberry & Honey Gammon

Thyme & Orange Chicken

Broccoli, cauliflower, glazed carrots, roast potatoes

Assorted Desserts

10 seater round tables and white Tiffany chairs will be hired by management for the occasion - grateful thanks to them

CW to check re cushions

WPC to decorate the tables as they did so beautifully last year - committee will pay for hiring

YBS will decorate the entrance hall

Flowers for the tables will come out of the gardens

Each person to please bring a wrapped present, value no more than R100, marked for either male/female
16 December: Boule Fun Evening - 16:00 - R60pp
Lessons for beginners - others all welcome
Bring and braai. Bring own drinks
Committee to supply 3 x salads and garlic bread plus Magnum ice cream
Gas braai from the apartments to be used in conjunction with the one at Manor House
Braai masters to be sourced!
JO will arrange the borrowing of boules
31 December: New Year's Eve - 21:00
The committee has organised and paid for the hire of a jukebox (no cost to residents)
A cheese board will be supplied by the committee @ a charge of R50pp
Bring own drinks.
Tables & chairs to be borrowed from the apartments
JANUARY 3 January: Committee meeting - 10:00
PF will be away
6 January: Bingo - R70pp - 18:00
A caller needs to be sourced as Brian Marquis will be away
Committee to provide snack supper
Meeting ended at 10:410

Rescom 21 November 2022 Attachment 8



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To whom it may concern

Dear Sirs,

We represent the residents and management of Evergreen Lifestyle Village, located at 30 Homestead Avenue, Bergvliet 7945, which is a development of 100 housing units occupied by 153 retired people.

We fully support and encourage the installation of Cell Phone signal masts atop the sport field floodlight towers at Bergvliet High School.

As an aging community we have an increasing dependence on devices linked to the cellular networks, to be able to call 24-hour emergency response, and to monitor the less mobile among us.

At present the cellular signal in our location is poor and unreliable, and we believe that being within the proximity of the proposed Bergvliet High School installation, our access to the cellular networks will vastly improve.

Yours faithfully,

A handwritten signature in purple ink, appearing to read "Bronwyn Davis".

Bronwyn Davis
Village Manager

A handwritten signature in purple ink, appearing to read "Alan Baxter".

Alan Baxter
Chair - Residents Committee