



**NOTICE TO ALL HOME OWNERS**

**DUNE RIDGE ESTATE HOME OWNERS ASSOCIATION**

Notice is hereby given that the Annual General Meeting of the Dune Ridge Estate Home Owners Association will be held on:

- DATE:** THURSDAY 6 SEPTEMBER 2018
- TIME:** 6pm
- VENUE:** Big Bay Lifesaving Club, Blouberg Strand, Cape Town

**AGENDA**

1. Establishment of a quorum  
**Any owner who will be unable to attend the meeting is urged to complete and return a form of proxy entitling him/her to appoint ANY PERSON to speak and vote in his/her stead. This form of proxy is to reach the Managing Agent or Chairman at least 24 hours before the time fixed for the meeting.**
2. Welcome by Chairman
3. Apologies
4. Confirmation of the notice convening the meeting
5. Consideration of the Chairman's Report
6. Consideration of the Balance Sheet/Annual Financial Statements 2016/2017
7. Consideration of the Auditors Report of the Association
8. Consideration of the total Levy/Budget for the ensuing year 2018/2019 (as referred to in clause 7 for the calendar year during which such Annual General Meeting takes place)

9. Consideration and fixing of the remuneration of the Auditors for the financial year of the Association preceding the AGM
10. The election of the Trustee Committee. *The Board of Trustees of the Association shall consist of not less than 3 and not more than 7 members.*
11. To transact such other business as may be transacted at an Annual General Meeting of members.
12. Additional items for the Agenda

These must be submitted to the Managing Agent on or before noon **on Wednesday, 5 September 2018.**

Tel: 021 702 4489

E-mail: [info@capeclass.co.za](mailto:info@capeclass.co.za)

13. Closure and refreshments (**Please RSVP for catering purposes via the contact details above**)

Attachments:

Trustee Nomination Form

Proxy Form – If you cannot attend please ensure that you have completed a Proxy Form, which appoints someone, or alternatively the Chairman of the Association to vote on your behalf.

**AS PER CLAUSE 31.3 OF THE CONSITUTION, PLEASE NOTE THAT ONLY FULLY PAID UP MEMBERS ARE ENTITLED TO BE PRESENT OR VOTE, EITHER PERSONALLY OR BY PROXY, AT THE AGM.**