



ATLANTIC BEACH

NOTICE OF ANNUAL GENERAL MEETING OF THE ATLANTIC BEACH HOMEOWNERS' ASSOCIATION & ATLANTIC BEACH LINKS CLUB

22 NOVEMBER 2023



ATLANTIC BEACH
ESTATE



ATLANTIC BEACH
LINKS

ATLANTIC BEACH HOMEOWNERS ASSOCIATION NPC
No.2 Fairway Drive Atlantic Beach Estate Melkbosstrand 7441 PO Box 39 Melkbosstrand 7437
T: +27 21 553 0590 E: info@abhoo.co.za REG NO. 1999/000213/08 VAT NO. 4450 223 443

BOARD OF DIRECTORS *B. Kaiser, D Boyce, A. Berning, G. Herman, H.J Moolman*



ATLANTIC BEACH

NOTICE TO MEMBERS OF THE ANNUAL GENERAL MEETING OF THE ATLANTIC BEACH HOMEOWNERS' ASSOCIATION AND ATLANTIC BEACH LINKS CLUB

Notice is hereby given of the **ANNUAL GENERAL MEETING** of members of the Atlantic Beach Homeowners Association NPC ("ABHOA") and Atlantic Beach Links Club("ABLC"/ "The Club"), to be held on **WEDNESDAY 22 November 2023** at 18h00 at the **ATLANTIC BEACH LINKS CLUB LINKS VENUE**.

The agenda shall include the following:

- 1) Welcome and Constitution of the Meeting including reading the notice of the meeting
- 2) Approval of the [minutes of the previous ABHOA Annual General Meeting held on 16 November 2022.](#) and [Approval of the minutes of the previous ABLC Annual General Meeting held on 24 November 2022.](#)
- 3) [The Chairman's report, Operations report & Links Club Captain's Report.](#)
- 4) Appointment of ABHOA Directors
 - 4.1 In accordance with clause 19.6 of the ABHOA Memorandum of Incorporation, Three (3) of the required Five (5) Directors, Bruce Kaiser, Alan Berning and George Herman, have elected to renew their positions as Directors until the next AGM.
 - 4.2 In accordance with clause 19.6 of the Memorandum of Incorporation, Donald Boyce is deemed to have retired from office as a Director, as he has served two years on the Board, however, he has made himself available for re-election.
 - 4.3 In accordance with clause 19.7 of the Memorandum of Incorporation one of the Directors, Lucienne Fild, has resigned from office and, as prescribed by clause 19.8 of the Memorandum of Incorporation, Hans Jurgen Moolman has been nominated by the Board to hold office as prescribed by clause 19.6 of the Memorandum of Incorporation and has accepted the nomination.



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4.4 As a result, there are Two (2) vacancies on the Board of Directors. Having invited further nominations on the 13th of October 2023, beyond the current Board members Donald Boyce and Hans Jurgen Moolman, who have made themselves available, no further nominations were received by the due date and therefore there will be no voting required.

5) Elect the members of the Links Committee

5.1 Of the Links Committee Members Nominated, the following Links Committee Members have made themselves available for re-election as provided by clause 13.2. of the Links Constitution:

Nikki Mellis
Antonio Amaro Jnr
Christopher Apostolo

5.2 Accordingly, there exists three (3) Links Committee vacancies of which at least 1 must be a lady member and 2 male members of the Club.

5.3 The Club accordingly invites Nominations for Links Committee Members to be included below and submitted to the Club by no later than 12h00 on Saturday, 18 November 2023.

5.4 The Club shall issue the details of all nominees by the close of the day on Monday, 20 November 2023 and shall post the list of nominees on the Club notice board.

5.4 The election will take place by way of ballot (which shall include the submission of votes by way of proxy) and the members of the Links Committee will be announced at the Meeting and communicated to all members in the minutes of the meeting thereafter.

6) To receive and adopt the [Annual Financial Statements of the ABHOA & ABLC for the financial year ended 30 June 2023, including the Auditor's report.](#)

7) The remuneration and appointment of the ABHOA & ABLC Auditors for the financial year ending 30 June 2023.



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- 8) [To note the Budget of the ABHOA & ABLC for the financial year ending 30 June 2024.](#)
- 9) To note that the ABHOA levy as determined by the Directors for the financial year ending 30 June 2024 will be the sum of R3,105 for each erf registered in the name of a member of the ABHOA's, save those levies as determined by the Board in terms of Clause 3.3.5 of the Association's Memorandum of Incorporation.
- 10) To note the ABLC annual subscriptions for the subscription year.
- 11) General

**Profiles of all candite's for election of the ABHOA's Board of Directors below;



Donald Boyce

Don has served as a member of the board of the ABHOA since 2011, whilst serving as Chairman from 2017 to 2021.

Don has lived on the estate since 2006 with his wife, Wendy and their two children and is an avid sportsman who enjoys cycling.

Don has a strong background in finance as a Chartered Accountant and has had a successful career in the financial sector as both finance director and owning his own businesses such as The River Club.



Hans J. Moolman

Hans, having grown up on a Karoo sheep farm and with his family, farmed actively until 3 years ago, whilst being a successful businessman, owning and managing various businesses in South Africa and abroad.

Hans and his two children, Abby and Hans, have been homeowners for two years and as a family enjoy everything outdoors and actively partake in various sports.



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GENERAL

A quorum for the ABHOA & ABLC Annual General Meeting shall be 10% of Homeowner members and for the ABLC 10% of Primary Owner and Primary non-Owner Members of which at least 75% of the quorum required would be Primary Owner Members. Should there be no quorum within 30 minutes of the advertised time for a meeting, then the meeting shall be adjourned to 29 November 2023 at 18h00 at the same location. Notice of the adjourned meeting shall be posted on the Club notice board.

If a quorum is not present at such adjourned meeting, those present shall be deemed to constitute a quorum.

PROXIES

It is imperative that we have the required number of Homeowner's and Non-Owner Full Member of Atlantic Beach Links Club present at the Annual General Meeting in person or by proxy, in order to attain the required quorum to conclude the meeting.

Should you therefore not be able to attend the AGM, please complete the attached or online **proxy form** by nominating a fellow **Member** of the Association or alternatively the **Chairman or one of the Directors**. Return the completed form via email to info@abhoo.co.za or tj.monk@pamgolding.co.za.

Our online proxy option is available for your convenience;

[Homeowner Proxy Form](#)

[Non-owner Primary Member of Atlantic Beach Links Club](#)

CHIEF EXECUTIVE OFFICER

DATE: 31 October 2023



ATLANTIC BEACH

ATLANTIC BEACH HOMEOWNERS' ASSOCIATION NPC

Annual General Meeting 22 November 2023

HOMEOWNER PROXY FORM

I/We..... of..... (Erf No.)

being a Member(s) of Atlantic Beach Homeowners' Association hereby appoint

..... of..... (Erf No.) or failing such

person.....of..... (Erf No.) or failing such

person.....of..... (Erf No.),

as my proxy to vote for me and on my behalf at the Annual General Meeting of the ATLANTIC BEACH HOMEOWNERS' ASSOCIATION NPC AND ATLANTIC BEACH LINKS CLUB to be held on 22 November 2023 and at any adjournment thereof.

Signed thisday of.....2023.

Signature

Note:

- 1. A Member entitled to attend and vote is entitled to appoint a proxy to attend, vote and speak and on a poll vote in such person's stead. Such proxy can be any individual, including an individual who is not a member of the Association. Where a Member is a corporate body, this proxy must be accompanied by an appropriate mandate or resolution
2. A Member shall not be permitted to speak or vote at any meeting of the Association if the member is indebted to the Association for non-payment of levies or any other financial charges or has failed to discharge any legal obligations, unless such Member has made acceptable arrangements with the Board to settle the arrears or to discharge the obligations.
3. When two or more persons are entitled to exercise one vote jointly, that vote shall be exercised only by one person (who may or may not be one of them) jointly appointed by them as their proxy.
4. The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified copy of such power or authority shall be deposited at the Registered Office of the Association, No.2 Fairway Drive, Atlantic Beach Estate or emailed to info@abhoo.co.za. Alternatively, it may be deposited at the Office of the Administrators of the Association, Pam Golding Property Management Services (Pty) Ltd, Ground floor, Mandela Rhodes Place, Cnr Wale & Burg streets, Cape Town or emailed to tj.monk@pamgolding.co.za. No instrument appointing a proxy shall be valid after the expiration of one month from the date when it was signed, unless so specifically stated in the proxy itself and no proxy shall be used at an adjourned meeting which could not have been used at the original meeting.



ATLANTIC BEACH

ATLANTIC BEACH LINKS CLUB

("the Club")

Annual General Meeting 22 November 2023

NON-OWNER PRIMARY MEMBER OF ATLANTIC BEACH LINKS CLUB PROXY FORM

I/We.....with member number.....

being a Member(s) of Atlantic Beach Links Club hereby appoint

..... or failing such

person.....or failing such

person.....,

as my proxy to vote for me and on my behalf at the Annual General Meeting of the ATLANTIC BEACH HOMEOWNERS ASSOCIATION NPC AND ATLANTIC BEACH LINKS CLUB in respect of Links Committee Nominations

to be held on 22 November 2023 and at any adjournment thereof.

Signed thisday of.....2023

Signature

Note:

A Non-owner Primary Member entitled to attend and vote is entitled to appoint a proxy to attend, vote and speak and on a poll vote in such person's stead. Such proxy can be any individual, including an individual who is not a member of the ABLC.

Where a Member is a corporate body, this proxy must be accompanied by an appropriate mandate or resolution

A Non-owner Primary Member shall not be permitted to speak or vote at any meeting of the ABHOA or ABLC if the member is indebted to the ABLC for non-payment of subscription fees or any other financial charges or has failed to discharge any legal obligations, unless such Non-owner Member has made acceptable arrangements with the Board to settle the arrears or to discharge the obligations.

When two or more persons are entitled to exercise one vote jointly, that vote shall be exercised only by one person (who may or may not be one of them) jointly appointed by them as their proxy.

The instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified copy of such power or authority shall be deposited at the Registered Office of the Association, No.2 Fairway Drive, Atlantic Beach Estate or emailed to info@abhoo.co.za. Alternatively, it may be deposited at the Office of the Administrators of the Association, Pam Golding Property Management Services (Pty) Ltd, Ground floor, Mandela Rhodes Place, Cnr Wale & Burg streets, Cape Town or emailed to tj.monk@pamgolding.co.za. No instrument appointing a proxy shall be valid after the expiration of one month from the date when it was signed, unless so specifically stated in the proxy itself and no proxy shall be used at an adjourned meeting which could not have been used at the original meeting.

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BOARD OF DIRECTORS B. Kaiser, D Boyce, A. Berning, G. Herman, H.J Moolman



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LINKS COMMITTEE NOMINATIONS FORM

AGM to be held at 18h00 on Wednesday, 22 November 2023 at the Atlantic Beach Links Club Links Venue.

Of the Links Committee Members nominated, the following Links Committee Members have made themselves available for re-election as provided by clause 13.2 of the Links Constitution:

Nikki Mellis
Antonio Amaro Jnr
Christopher Apostolo

Accordingly, there exists three (3) Links Committee vacancies of which at least one (1) must be a lady member and two (2) male members of the Club.

The Club accordingly invites Nominations for Links Committee Members to be included below and submitted to the Club by no later than 12h00 on Saturday, 18 November 2023.

The Club shall issue the details of all nominees by close of day on Monday 20 November 2023 and shall post the list of nominees on the Club notice board.

The election will take place by way of ballot (which shall include the submission of votes by way of proxy) and the members of the Links Committee will be announced at the meeting and communicated to all members in the minutes of the meeting thereafter.

The Club accordingly invites nominations for Links Committee Members to be included below and submitted to the Club by no later than 12h00 on Saturday, 18 November 2023.

NOMINEE: _____ **SIGNATURE:** _____ **DATE:** _____

PROPOSER: _____ **SIGNATURE:** _____ **DATE:** _____



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EXTRACT FROM THE LINKS CLUB CONSTITUTION RELATING TO THE LINKS COMMITTEE BELOW:

13. LINKS COMMITTEE

- 13.1 There shall be an additional committee (called “the Links Committee”), the members of which shall comprise 7 persons appointed as follows:
- 13.1.1 the Management Committee shall appoint one representative of the Association, which representative can be a member of the Management Committee or an employee of the Association.
- 13.1.2 The Members shall elect 6 other persons in accordance with the further provisions of this clause 13 (primary owner members and/or primary non-owner members), of whom at least three (3) shall be female and at least three (3) whom shall be male, and at least one (1) of whom shall be a primary non-owner member. Where this clause is not fulfilled, the remaining duly elected members of the Links Committee shall have the power to appoint and fill to a maximum of the non-elected positions, which shall aim to meet but will not be limited to the criteria of 3 male and 3 female persons, and at least one (1) of whom shall be a primary non-owner member.
- www.atlanticbeachestate.co.za Constitution 2022 | page 16
- 13.2 The Links Committee members referred to in clause 13.1.2 will be elected by the Members at the Annual General Meeting (AGM) and may remain on the Links Committee for a period of two (2) years, after which period they may only continue to serve on the Links Committee if they have been re-elected by the Members at the AGM.
- 13.3 The Members shall be entitled to nominate persons for appointment to the Links Committee, which nominations shall be required to be received by the Club 3 days before the meeting at 12h00. The Club shall cause a list of nominees to be distributed to members and posted on the Club notice board within 1 Business Day following the cut-off time for nominations.
- 13.4 The Links Committee members shall appoint from their number a Ladies’ Captain, Men’s Captain, and respective Vice-Captains. Wherever possible, the respective Vice-Captains should have served on the Links Committee for at least one (1) year before being appointed by the Links Committee as Ladies’ or Men’s Captain.
- 13.5 The Links Committee shall be responsible for inter alia advising the Management Committee on the affairs of the Club and all matters which fall within the powers of the Management Committee and devising and implementing, following Management Committee approval, a policy of inclusivity, as provided for in clause 29 of the Club Constitution. The Links Committee shall at all times act under the control of the Management Committee.
- 13.6 The Links Committee shall make recommendations to the Management Committee and all recommendations and decisions of the Links Committee shall require the written ratification of the Management Committee before implementation.”