

**NOTICE OF THE ANNUAL GENERAL MEETING OF THE  
Mutual Heights Body Corporate  
SS326/2005**

---

**Notice is hereby given of the Second Annual General Meeting of the Mutual Heights Body Corporate to be held at 18:00 on 30<sup>th</sup> May 2007 in the Fresco Hall, 8<sup>th</sup> Floor, Mutual Heights, 14 Darling Street, Cape Town**

**AGENDA**

**FORMALITIES** (The Managing Agent)

1. Notice convening the meeting
2. Quorum
3. Apologies
4. Minutes of First Annual General Meeting

**STATUTORY BUSINESS**

5. 5.1 Presentation of Audited Financial Statements for the period to 28<sup>th</sup> Feb. 2007
- 5.2 Appointment of an Auditor
6. Annual Report (The Chairman)
7. Trustee Simon Hudson to move the adoption of the Budget for 2007/8
8. Schedule of Insurance replacement values ( The Managing Agent)
9. 9.1 Determination of the number of trustees for the year 2007/
- 9.2 Election of Trustees for the year 2006/7

Of the present trustees, the following are willing to stand for re-election:

Professor Andrew Bytheyway

Alan Hill

Leon Hans

Simon Hudson

Dion Williamson

Paul Rippon (Your current Chairman)

Note: Trustees are expected (and advised) to attend all trustee meetings; hitherto these have been at approximately six weekly intervals and normally last for two hours

10. Declaration of the domicilium of The Body Corporate (The Managing Agent)
11. Restrictions or directions to Trustees pursuant to 39(i) of the Sectional Titles Act.

## **GENERAL BUSINESS**

- 12. Management and operational responsibility of Mutual Heights gym**
- 13. Beautifying the atrium**
- 14. Film shoot policy**
- 15. Front door security**
- 16. Guidance on non levy income**

## **GENERAL DISCUSSION**

The trustees wish to give owners the opportunity to raise and discuss matters arising from the trustees annual report and other items of common interest.

**It is intended that the meeting shall conclude no later than 8.30 pm when all present are invited to join the Chairman and the outgoing trustees for a drink.**

**Paul Rippon  
Chairman of Trustees: Mutual Heights Body Corporate  
10 May 2007**