



# SECTIONAL TITLES SCHEMES - MEMBER & TRUSTEE MEETINGS

PRESENTED ONLINE VIA ZOOM

**DATE**  
5 May 2026

**TIME**  
14:00 to 16:00  
SAST

**COURSE DURATION**  
2 hours

**COURSE FEE**  
R1100 per delegate  
Includes any course materials. Full payment must be received 3 days before course starts.

In this course you will learn about different meetings held in the sectional title context, including the notice requirements for different types of meetings, how proxy appointments work, the items to be discussed and voted on at these meetings, how to determine whether the resolutions put forth at these meetings have passed or failed, and practical next steps.

This course covers:

- The calling of meetings, including notice requirements
- Attendance at meetings
- Proxy appointments
- The agenda of trustee and member meetings
- Passing resolutions at meetings
- Counting votes
- Practical next steps

Aimed at trustees, owners of units, managing agents and developers of sectional title schemes.

**PRESENTED BY:**

Ané de Klerk - Director – The Advisory, Community Schemes Specialists

PRESENTED  
REMOTELY  
VIA ZOOM

REGISTRATIONS  
CLOSE 3 DAYS  
BEFORE THE  
COURSE STARTS

DIGITAL CERTIFICATE  
OF ATTENDANCE  
[ON ATTENDING  
THE ENTIRE COURSE]

**FOR MORE INFORMATION**  
[support.lawatwork@uct.ac.za](mailto:support.lawatwork@uct.ac.za)  
<https://law.uct.ac.za/law-at-work>