

MUIZENBERG IMPROVEMENT DISTRICT NPC
Minutes of the Board Meeting held on Tuesday 20 January 2015
at 16:00 at the All Saints Church Hall, Muizenberg

Present:

Name	Position	Abbrev
Tony Smith	Director (Chair)	TS
Steven Frankal	Director	SF
Aloy Gowne	Director	AG
George Hill	Director	GH
Marion Wagner	Director	MW
Peter Wright	Director	PW
Lesley Schroeder	Director	LS
Chevone Petersen	Office Manager	CP

No	Agenda Item	Action (Who?)	When
1.	Welcome	TS opened the meeting.	
2.	Community Issues/Matters for the Board's consideration	<p>TS welcomed Sarah Titley and Allison Koch from the Shark Spotters Programme.</p> <p>Sarah and Allison informed the board of the Information Centre that has opened on the beachfront. They also responded to questions regarding the services they offer and invited Directors and members of the public to visit the Information Centre.</p> <p>During the festive season the Shark Spotters dealt with a diversity of first aid needs on the Muizenberg beachfront and other enquiries ranged from beach safety to local business information.</p> <p>The concerns noted during this period has been the aggressive behavior of "car guards" and the need for more lifeguards.</p> <p>Sarah also confirmed that an arrangement can be made to have the MID logo placed on their building.</p>	

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		<p>The board thanked Sarah and Allison for their presentation and confirmed that MID looks forward to collaborating with their organization.</p> <p>SF added that the beachfront businesses welcomed the presence of the Shark Spotters.</p>		
3.	Apologies	Councilor Dave D’Alton.		
4.	Minutes of Previous Meeting & Matters Arising	<p>The minutes of 21 October 2014 were approved by the board. Proposed by GH and seconded by MW.</p> <p>The minutes 7 November 2014 were approved by the board. Proposed by LS and seconded by AG.</p>		
5.	Financial Reports.	The board approved the financial report for October, November and December 2014. Proposed by GH and seconded by SF.		
6.	Board Resolutions	<p>a) Traffic Circle Contractor Appointment</p> <p>The board passed the resolution to appoint Fourstone Civils as the contractor for the traffic circle. Proposed by SF and seconded by PW.</p> <p>b) Festive Season Security Plan</p> <p>The board passed the resolution to increase the number of patrollers during the festive period as set out in the proposal distributed in December. Proposed by MW and seconded by AG.</p>		
7.	Director Resignations.	TS informed the board of Mike Romyn and Elizabeth Milne’s resignations. The		

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		<p>board accepted their resignations.</p> <p>The board recognized the significant contributions Elizabeth Milne made to the governance and administrative structure of MID during her period of tenure.</p> <p>CP will file director changes with LPH.</p>	CP	End Jan
8.	Company Secretary and Public Officer.	<p>The board appointed Aloy Gowne as Company Secretary. Proposed by MW and seconded by LS.</p> <p>The board appointed Chevone Petersen as Public Officer. Proposed by GH and seconded PW.</p>		
9.	Focus for 2015.	<p>TS congratulated the board for the vote of confidence received at the 2014 AGM. He reaffirmed that the focus for 2015 is on collaboration, facilitation and working smarter.</p> <p>Focus will also be on branding MID and inviting other community organisations to attend the pre-board meetings to start the collaboration process.</p>		
10.	MID Communications.	<p>LS informed the board that she is currently finalizing the annual report. She's also prepared a template for media releases.</p> <p>Preparing a strategy that will focus on engagement with community stakeholders such as the City, Business, Organisations, Residents, etc.</p>		
11.	Portfolio Vacancies.	<p>With all the recent changes in the board and resignations, TS suggested, in line with the focus for 2015 of collaboration, that the following changes be made.</p>		

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		<ul style="list-style-type: none"> • TS will remain as Chair until the end of the current financial year and he will manage the Finance Portfolio. • SF to continue the management of the Beachfront Portfolio, but to also take on the position as Vice-Chair. • MW to include the Cleansing Portfolio in her management since it links directly with the Social Development Portfolio and weekend cleaning project. • PW to continue with Infrastructure and Maintenance and then to also consider the Environmental Portfolio with the assistance of Tessa Moore. Focus on collaboration and facilitation via other organisations or community initiatives. • AG to continue with the Security Portfolio as well as the Company Secretary role. • LS to continue with Stakeholder Engagement • GH to focus on Bad Buildings since it strongly links with the Historical Society. <p>The board agreed to implement this strategy. Proposed by MW and seconded by PW.</p>		
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12.	Strategic Planning/Review.	<p>TS referred to the portfolio reports that were sent out. The following additional feedback were given.</p> <p><u>Social Development:</u></p> <p>MW is concerned about safety and security now that some of the Park vagrants have moved to the Vlei.</p> <p>MW also highlighted the support that MID has received from the Somerset West Shelter. To date the shelter has taken in 5 individuals and continue to work and collaborate very closely with MID, especially during the festive season. MW suggest that MID make a donation to the organization to show our appreciation. The board agreed on a donation of R2 500.</p> <p>TS complemented MW on her very detailed report.</p> <p><u>Beachfront:</u></p> <p>SF continuing his liaison with Greg Oelofse and other City departments regarding the solution to managed parking on the beachfront.</p> <p><u>Security:</u></p> <p>SF confirmed that beachfront security during the festive season went well. No big concerns noted apart from the “car guard” issues and then petty theft.</p> <p>AG mentioned that his first two months with MID has largely been an induction to the organization and various safety and security role players. The feedback received from Grit regarding the festive season plan was positive. The branded reflective bibs really made a difference and highlighted the patrollers' visibility.</p>	MW & CP	End Jan
			SF	On-going

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		AG and CP will meet to discuss the security contract review and tender process.	AG & CP	Next Board Meeting
12.	General.	Board approved the member application for 2 Arthur Road – change of ownership.		

Meeting Closed at: 18:30.