

MUIZENBERG IMPROVEMENT DISTRICT NPC
Draft Minutes of the Annual General Meeting
held on Tuesday 23 November 2017
at The Bowling Club, Muizenberg Park, Main Road, Muizenberg

Present:

Name	Position	Abbrev
Marion Wagner	Director - Chair	MW
Megan Cross	Director	MC
Karen Hultzer	Director	KH
Heide Goodman	Director	HG
Chevone Petersen	Manager	CP

Also Present Were:

- Cllr Aimee Kuhl
- Joepie Joubert & Runan Rossouw – City of Cape Town CID Branch
MID Members (60 represented in person/proxy)
- Members of the Public

No	Agenda Item	Decision
1.	Registration	Completed by MC and CP.
2.	Welcome & Apologies	MW welcomed everyone present at 18:15. A special welcome was extended to The City's CID Branch Representatives. Apologies were received from MID Director - Kevin Rack, MID Social Worker – Marion Thomas and MID Members.
2.1	Membership	MW confirmed that the MID currently have 289 members, and therefore 58 members need to be present in person or proxy to constitute a quorum of 20%.
2.2	Quorum to Constitute a Meeting	MW confirmed that a quorum was present, 60 MID members represented in person and proxy.
3.	Approval of previous AGM Minutes	No matters arising. Acceptance of the minutes were proposed by Peter Dugmore, seconded by Hannah Seriki
4.	Approval of Agenda	The members approved the agenda. Proposed by HG and seconded by Jan Heerkens.
5.	Chairman's Report for the year ending June 2017	MW presented the Chair's report and confirmed that the detailed AGM Report is available on the MID website – www.mid.org.za . MW thanked all the board members (current and past), the

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		<p>manager, service providers, stakeholders and all MID members for their support.</p> <p>Acceptance of the Chair's report were proposed by HG and seconded by Truida Prekelt.</p>
6.	Noting of Audited Financial Statements/Financial Report 2016/2017 & 2015/2016	<p>MW explained that the incorrect audited financial statement were printed in the meeting pack at the November 2016 AGM and therefore the MID is requesting that the 2015/16 audited financial statements be tabled for approval again.</p> <p>MW presented the 2016/17 audited financial statements. The membership approved the report. Proposed by Hannah Seriki, and seconded by Jan Heerkens.</p> <p>MW presented the 2015/16 audited financial statements. The membership accepted the report. Proposed by Peter Dugmore and seconded by HG.</p>
7.	Approval of Implementation Plan 2018/19	<p>MW presented the 2018/19 Implementation Plan.</p> <p>The Implementation Plan was approved. Proposed by Lisa Mitford and seconded by KH.</p>
8.	Approval of 2018/19 Budget.	<p>HG presented the budget for 2018/19.</p> <p>The Budget was approved. Proposed by Jan Heerkens and seconded by Johan Lotter.</p>
8.1	Approval of Surplus Fund Allocation 2017/2018	<p>HG presented the R100 000 surplus funds allocation in the current financial year, 2017/18 to support the Ward 64 control room initiative. Noting that this allocation will allow MID to fund LPR and CCTV cameras; the assets purchased will remain on the MID books.</p> <p>It was noted that this proposed contribution from the MID will only be the tools i.e. cameras. The MID will not be offering any monitoring services, even though the MID will have access as a public safety service provider, to incident reports affecting the MID area.</p> <p>Questions:</p> <p>Peter Dugmore queried why the MID is only proposing such a small amount when there is approximately R500 000 in reserves that could possibly be allocated to cameras.</p>

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MW explained the breakdown, refer below, confirming that the MID only has R165 000 in reserves – “uncommitted” cash. The R100 000 proposed is included in the R200 000 “committed surplus funded projects in the current financial year”.

Muizenberg	
SRA	Balance
From the Statement of Financial Position	
Cash reserves as at 30 June 2017	701 322
Less Trade and other payables	-15 233
Cash available from previous financial year	686 089
Plus Retention refund payable Sept 2017 (incl. VAT)	115 722
Cash available as at 30 Sept 2017	801 811
Less Committed surplus funded projects in the current financial year	-200 000
Less Planned surplus funded projects for the 2018/19 financial year	-85 000
Less Planned surplus funded projects for the outer years 2019-2023	-
Less Two months of City funding to be kept as provision against cash flow risks (incl. VAT)	-351 641
Uncommitted Cash	165 170

Johan Lotter asked whether everyone knew what LPR was. He then explained that it is a License Plate Recognition cameras – which sends out an alert to vetted authorities and service providers when vehicles involved in criminal activity/stolen/flagged as suspicious.

Steven Frankal noted that while he supports the funding allocation, and the idea behind the Ward 64 control room, it is important that cameras not be placed without giving any thought to long term strategic plan in terms of surveillance i.e. ad-hoc placement of cameras. He also volunteered to assist the MID with an area evaluation and analysis of camera positioning. This offer was welcomed by all present.

Truida Prekelt, encouraged all to remember that the Ward 64 control room initiative requires the support of everyone, not only the MID, and it is with this in mind that Safer Together has committed to fund one LPR camera.

AK gave a further explanation of the Ward 64 control room initiative. It is public-private partnership, one that relies on

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		<p>the community and stakeholders to support it. The control room is being set-up in the Lakeside Traffic Department and AK confirmed that she is currently motivating for Metro, Traffic and Law Enforcement to monitor during office hours, but the system will be reliant of vetted neighbourhood watch members and safety/security service providers to monitor at night. She further confirmed that Mayoral Committee Member, JP Smith, fully supports the initiative.</p> <p>Hannah Seriki expressed concern about the privacy and data access. CP confirmed that all cameras monitoring public space must be registered with the City of Cape Town and footage is not available to the public. AK further confirmed that the Ward 64 control room's data will be stored on the City servers and not a private entity, strict protocols will be implemented for monitoring and access to information.</p> <p>The membership approved this allocation, and Peter Dugmore's motion, that the MID convene another meeting at the end of March 2018 to provide the members present with a more detailed analyses, implementation (specific to the Ward 64 control room project) and maintenance plan. The meeting date to be communicated to the members present via email. Proposed by Truida Prekel and seconded by Peter Dugmore.</p>
8.2	Approval of Surplus Fund Allocation 2018/2019	<p>HG presented the surplus fund allocation for the 2018/19 financial year.</p> <p>The membership approved. Proposed by Johan Lotter and seconded by Truida Prekel.</p>
9.	Appointment of Auditors.	<p>MW confirmed that Low & Schreiber Accountants have made themselves available to stand as the auditors again. Peter Dugmore queried whether their fees are reasonable, MW confirmed that the fees are affordable and service excellent.</p> <p>Approved by the membership. Proposed by HG and seconded by Peter Dugmore.</p>
10.	Confirmation of Company Secretary.	<p>MW asked the membership if the board may appoint a Company Secretary at its first board meeting. Currently MC holds this position and she has confirmed to continue with this should she be</p>

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		re-elected as a MID Director. Request approved. Proposed by Lisa Mitford and seconded by Bonita Lee.
11.	Confirmation and Election of Directors	MW confirmed with the membership that the current MID Directors, Marion Wagner Karen Hultzer Megan Cross Heide Goodman Kevin Rack are stepping down and have made themselves available for re-election. In addition, four nominations were received. Johan Lotter Wayne Turner Bonita Lee Sally Shackleton Each individual was asked to step forward and give a brief introduction of themselves. MW confirmed that there is only 7 positions available on the MID board and therefore the appointment of the new board will go to a vote. Each MID member present in person/proxy was asked to note their 7 choices on their green cards. MW confirmed that the votes will be tallied after the meeting and the confirmation of the new board will be shared via email. The membership approved of this. Proposed by Peter Dugmore seconded by Truida Prekel
11.	General / Q & A	There were no questions under general.
12.	Adjournment	MW adjourned the meeting at 19:30.

*The votes for the board of directors were tallied after the AGM and was confirmed as follows:

- Marion Wagner
- Karen Hultzer
- Heide Goodman
- Megan Cross
- Kevin Rack
- Wayne Turner
- Johan Lotter