

MUIZENBERG IMPROVEMENT DISTRICT NPC
Draft Minutes of the Deferred Annual General Meeting
held on Tuesday 19 November 2013
at 19:30 at the Muizenberg Bowling Club

Present:

Name	Position	Abbrev
Tony Smith	Director (Chair)	TS
Steven Frankal	Director	SF
George Hill	Director	GH
Dave Jones	Director	DJ
Kelleigh Hamilton	Director	KH
Justin Maxwell	Director	JM
Elizabeth Milne	Director	EM
Mike Romyn	Director	MR
Sandi Voges	Director	SV
Marion Wagner	Director	MW
Peter Wright	Director	PW
Chevone Petersen	Manager	CP

Also Present Were:

- Runan Rossouw – City of Cape Town ISL Department
- Councillor Dave D’Dalton
- Monique Duval – The People’s Post
- MID Members
- Members of the Public

No	Agenda Item	Decision
1.	Registration	
2.	Welcome & Apologies	TS welcomed everyone present at 19:40. Apologies were received from Truida Prekel, Danny Keogh, NCC and Mike Schreiber.
3.	Quorum to Constitute Meeting	TS confirmed that a quorum is constituted by the members present since the AGM was adjourned on 12 November 2013.
4.	Approval of previous AGM Minutes	a) Matters Arising: EM referred to the correction of Janet Annandale’s surname on page 1. EM also referred to the correction on page 3 under the budget approval which should read that the business plan was for 5 years and the budget is for one year. Acceptance of the minutes were proposed by Peter Dugmore and seconded by Mike Romyn.

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5.	Chairman's Report for the year ending June 2013	<p>TS presented his report (annexure A).</p> <p>In response to a question from Peter Dugmore, concerning the membership portfolio, EM confirmed that membership development is a priority focus in the current implementation plan for the 2013/14 financial year.</p> <p>Acceptance of the Chairperson's report was proposed by MR and seconded by SF.</p>
6.	Confirmation of Annual Financial Statements/Financial Report	<p>TS asked EM to present the Audited Financial Report (annexure B).</p> <p>Thomas Cleghorn, complimented the thoroughness and detail of the report.</p> <p>Acceptance of the Audited Financial Report was proposed by Peter Dugmore and seconded by JM.</p>
7.	Approval of Budget and Usage of Surplus Funds for 2014/2015	<p>TS asked EM to present the 2014/2015 Budget and Usage of Surplus Funds (annexure C).</p> <p>In response to a question from Sandy Crossley regarding the budget for social development; EM confirmed that the limited levy funded budget enables MID to provide for cleansing and security, and retention refund as well as additional fundraising is required to budget for social development projects (refer to the surplus funds budget, annexure C).</p> <p>In response to a question from Margaret Dugmore regarding the availability of funds for maintenance of gardens planted by MID previously. EM confirmed that funds are available, but these gardens, with the exception of the Palmer Raod garden, are technically outside the MID boundary. MID is also looking at establishing conservation gardens that will not require much maintenance or water, and will be less expensive.</p> <p>Acceptance of the Budget and Usage of Surplus Funds were proposed by DJ and seconded by Thomas Cleghorn.</p> <p>TS expressed his thanks to EM for preparing and presenting the Audit and Proposed Budget reports.</p>

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8.	Approval of Implementation Plan 2014/2015	<p>TS presented the Implementation Plan (annexure D).</p> <p>In response to a question about CCTV cameras and security; TS referred Thomas Cleghorn to DJ who confirmed that MID is currently evaluating the system set-up with a new camera maintenance contractor. DJ also mentioned that the current changes enable him to be more hands-on in the overall management of the system which can be more transparent.</p> <p>Acceptance of the Implementation Plan was proposed by EM and seconded by Margaret Dugmore.</p>
9.	Appointment of Auditors	<p>TS recommended that MID use Low and Schreiber Chartered Accountants SA again as they are economical in their fees and have rendered an excellent service given the tight deadlines from ISL.</p> <p>Acceptance of Low and Schreiber Chartered Accountants SA were proposed by Peter Dugmore and seconded by Thomas Cleghorn.</p>
10.	Confirmation and Election of Directors	<p>TS proposed that the current Board be re-elected en block with the exception of JM who has resigned. He also confirmed that Janet Annandale resigned earlier.</p> <p>Sandy Crossley referred to the new MOI which requires Directors to step down after serving for 3 years. Runan Rossouw confirmed that the AGM is convened under the old Articles of Association since the new MOI has not been registered with CIPC yet due to their backlog. Peter Dugmore also confirmed that 3 year period only applies once MID receives the certificate of registration for the MOI from CIPC, and that it is effectively irrelevant since Directors stepping down are eligible for re-election.</p> <p>Appointment of Laurence Anthony Smith, Steven Mark Frankal, George Justus Hill, David Terence Jones, Kelleigh Anne Hamilton, Sarah Elizabeth Milne, Michael Richard Romyn, Sandra Maria Voges, Marion Wagner and Peter John Wright was proposed by Peter Dugmore and seconded by Thomas Cleghorn.</p> <p>Peter Dugmore also expressed that he has absolute confidence in the MID Board as it stands currently.</p> <p>There were no additional nominations. Members suggested the Board should co-opt additional Directors as needed.</p>

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11.	General	<p>Margaret Dugmore thanked MID for communicating the NCC cleaning schedule to the membership.</p> <p>EM thanked the membership, residents and businesses for their interest and participation in MID's work.</p> <p>Sandy Crossley expressed concern about break-ins in Palmer Road the week before.</p> <p>Saddick Johaadien requested that MID assist residents with facilitating contact via ISL with relevant City Departments. EM mentioned that this is possible, depending on the specific issue and department that residents want to contact. EM also referred him to Councilor D'Alton.</p>
12.	Adjournment	TS thanked everyone present and adjourned the meeting at 21:00.

DRAFT