

**MUIZENBERG IMPROVEMENT DISTRICT NPC**  
**Minutes of the Board Meeting held on 26 July 2018**  
**at 15:30, The Hive, Palmer Road, Muizenberg**

**Present:**

<b>Name</b>	<b>Position</b>	<b>Abbrev</b>
Marion Wagner	Director - Chair	MW
Megan Cross	Director	MC
Zivia Desai	Director	ZD
Johan Lotter	Director	JL
Wayne Turner	Director	WT
Chevone Petersen	Manager	CP

Apologies: Aimee Kuhl

<b>No</b>	<b>Agenda Item</b>		<b>Action (Who?)</b>	<b>When</b>
1.	<b>Welcome</b>	MW opened the meeting and extended a special welcome to Zivia Desai as a co-opted Director, approved by the MID board. <b>Proposed by WT and seconded by MW.</b>		
2.	<b>Matters for the Board's Consideration (Members)</b>	There were no matters for the board's consideration.		
3.	<b>Apologies</b>	Cllr. Aimee Kuhl.		
4.	<b>Minutes</b>	The board meeting minutes of 28 June were approved by the board. <b>Proposed by MC and seconded by JL.</b>		
5.	<b>Finance Report</b>	The June finance report was presented and approved by the board. <b>Proposed by MW and seconded by MC.</b>  <b>Audit:</b> CP confirmed that the accountants, Low and Schreiber, are in the process of finalising the annual financial statements.  <b>AGM Timeline:</b>		

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		<p>CP provided each Director with the copy of the AGM timeline and confirmed that the date has been set for 7 November as per MWs availability.</p> <p><b>Banking Mandate:</b>  CP provided the Directors with the bank mandate documents for signature.</p>		
6.	<b>Service Implementation</b>	<p><b>Cleaning:</b>  CP provided feedback on the cleaning teams first month of employ.</p> <p><b>Social Development:</b>  JL updated the board with regard to the social development implementation and alignment with the City Street People Unit.</p> <p>Also raised concerns as mentioned previously that the MID has been providing main services, and not top-up, as per our mandate for the last two years. Yet, few people associate the social work services offered by the MID as a MID service.</p> <p>The board discussed the way forward in terms of social development and the MID's position within the sector as a City partner and service provider. It was unanimously agreed to not extend the Social Work Connect contract beyond 30 September 2018, but to rather focus on full-time social support services in collaboration with the City and other referral partners. Propose by MC and seconded by JL.</p>	JL & CP	August 2018
7.	<b>Portfolio Vacancies</b>	<p>The MID currently have two vacancies on the board that needs to be filled i.e. public</p>		

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		relations/marketing and technical support.		
8.	<b>Portfolio Reports</b>	<p>Portfolio reports were submitted by MW, JL, WT and CP.</p> <p>JL referred to his detailed report on the Ward 64 control room, and MW to send an email to Cllr. Kuhl requesting an update on progress.</p>	MW	August 2018
9.	<b>General</b>	<p><b>Twitter:</b> The board accepted the offer to take over the @Muizenberg Twitter handle. Proposed by MW and seconded by JL.</p> <p><b>Technology:</b> WT noted that JL has given up a considerable amount of his time to assist with the control room project i.e. wading through the information and specifications and suggested that the MID also consider payment for professional services rendered in the future.</p> <p><b>Women in Rail Tourism Expo:</b> CP updated the board on the expo planned by PRASA Rail Tourism Division to highlight the South with Muizenberg as the host. The board agreed to support and partner with PRASA and City on this event as part of destination marketing for the MID area to assist with economic development. Highlighting the area to 100 women in tourism can only add value to marketing the area and bringing more visitors to Muizenberg.</p> <p><b>Donations:</b> CP updated the board with the new office premises for Disaster Risk Management Volunteers who are currently requiring support with</p>		

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		maintenance of the building. Suggested that MID consider making a donation as a way of saying thank you for the volunteers support and presence in the MID, on the beachfront each Festive Season. <b>Proposed by MC and seconded by MW.</b>		
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**The meeting ended at 16:30.**

Next board meeting will take place on 30 August, 15:30 at The Hive. Member participation slot to remain at 17:00.