



MINUTES OF THE 11th ANNUAL GENERAL MEETING OF IMASA WHICH WAS HELD AT BOLIVIA LODGE, POLOKWANE, LIMPOPO ON WEDNESDAY, 17 JUNE 2008 AT 13H00.

1. NOTICE OF MEETING

Ms Ria Heitbrink acted as the Chairperson of the meeting.

The notice convening the meeting was read and it was established that a quorum was not present. In terms of Clause 4.5 of the Constitution a period of 10 minutes was given to assemble a quorum. After the period mentioned had lapsed, a quorum still did not assemble and in terms of Clause 4.5 of the Constitution the members present agreed to continue with the meeting.

The Chairperson then declared the meeting properly constituted.

2. APOLOGIES

The following members tendered their apology for not attending:

Name	Nr.	Branch	Name	Nr	Branch
Groenewald, BHJ	09	North West	Cesar, N	385	Western Cape
Mattheus, CFB	47	Eastern Cape	Matthews, MI	395	North West
Smit, AF	48	North West	Abrams, SC	396	North West
J v Rensburg, JE	52	North West	Hall, JA	415	Gauteng
Viviers, AJ	124	Western Cape	Basson, E	424	Gauteng
Ramathlape, RTR	162	North West	Ciya, DN	427	North West
Van der Kolff, JA	165	North West	Jacobs, C	429	North West
Mokhasi, KJ	181	North West	Barichievy, KC	439	Kwa-Zulu Natal
Robbertse, BJ	188	North West	Tlhako, NR	447	Gauteng
Postma, EM	252	North West	Lakay, JS	547	Western Cape
V/d Merwe, JA	269	North West	Kotzé, M	548	Western Cape
Radebe, BD	326	Kwa-Zulu Natal	Watson, JA	554	North West
Moelich, GM	349	Western Cape			

7. **PRESIDENT'S ANNUAL REPORT.**

With the permission of the meeting, the order of business was changed in order to afford the President the opportunity to address the meeting by delivering his annual address.

The Chairperson introduced the President, Mr Selby Gibbs and invited him to deliver his Presidential address (a copy which is attached as Annexure 'A')

8. **DISCUSSION: PRESIDENTS ANNUAL REPORT**

The Chairperson congratulated the President with the report and invited remarks/comments on the report. Elrina Versfeld and George Moroane congratulated the President on the report and said that their respective branches remain passionate about IMASA. Mr Frans Palm also thanked the President for his informative report and encouraged inactive branches to participate. He also made himself available to assist where needed.

On proposal by Ms Priscilla Thene and seconded by Ms Cherèl van Rensburg, the members unanimously agreed to adopt the report.

RESOLVED

That the points covered by the Presidential Report **BE ADOPTED** and that the National Institute Council deliberate and develop the matters further.

The President took the Chair for the remainder of the meeting.

3. **ANNOUNCEMENTS BY THE PRESIDENT**

The President mentioned that during the course of the year we sadly heard about the accident in which a member from the Eastern Cape , Andre van Lill of the Chris Hani District Municipality and his wife were tragically killed. A moment of silence was observed.

The President also mentioned that 20 new members were recruited during 2008/09 and then read the names.

The President further mentioned that the 2010 National Conference will be hosted by the Gauteng Branch in September 2010. This change was deemed necessary in view of the 2010 World Soccer Tournament.

4. **CONFIRMATION OF MINUTES OF THE 9TH ANNUAL GENERAL MEETING HELD ON 06 JUNE 2007**

On proposal by Francois Allers and seconded by Johan Muller / Elrina Versveld it was

RESOLVED

That the contents of the minutes of the 10 th Annual General Meeting held on 18 June 2008, be approved and confirmed.

5. MATTERS ARISING FROM THE MINUTES

The question was raised why this conference was not held in Port Elizabeth as announced in Durban. The President explained what led the NIC to change the venue.

6. REPORT BY THE INSTITUTE COUNCIL

6.1 STRATEGIC APPROACH: A NEW BEGINNING.

The President said that the NIC had a re-think about the approach to follow in the future. Some time was spent to:

- re-direct, re-think and re-formulate its compilation;
- identify strategic aims/objectives and direct all its focus on these aims for a specific period;
- formulate key performance areas to augment these aims/objectives;
- identify and/or elect members who are willing, able, disciplined, committed and competent to drive a process to its full conclusion with regular report back sessions.

The following Portfolio Committees were identified with specific key performance areas, aims and objectives:

International Relations Committee – Chairperson: Francois Allers; Deputy Chairperson: Selby Gibbs.

Education, Training and Development Committee – Chairperson: Ria Heitbrink; Deputy Chairperson: Joseph David.

Conference Committee – Chairperson: Administrator Frans Palm; Deputy Chairperson: DeVilliers Visser.

Membership Committee – Chairperson: Johan Muller; Deputy Chairperson: Cherel Jansen van Rensburg.

Constitutional and Elections Committee – Chairperson: Adv Jurie Vorster
Deputy Chairperson: Vacant

Finance and Audit Committee – Chairperson: President and Mancom

Marketing and Communications Committee – Chairperson: Elrina Versfeld;
Deputy Chairperson: George Moroane.

RESOLVED

That the abovementioned Portfolio Committees be established with regular reports to the NIC in order to provide new impetus to IMASA.

9. APPOINTMENT OF AUDITORS.**RESOLVED**

That Messrs Cecil Kilpin & Co. be appointed as the Institute's auditors for the 2009 financial year at a cost of R 17 000.00 excl. VAT.

10. DETERMINATION MEMBERSHIP FEES.**RESOLVED**

1. **That** in terms of Clause 4.7(d) of the Constitution, the annual membership fees for 2010 **BE INCREASED** as follows as from from 1 January 2010:

Professional, Special (External) and Associate Membership from R159,00 to R175,00 per annum; and

Student Membership from R133.00 to R146.00 per annum.

International members: The same fee: Provided the amount is payable in South African currency.

2. That a late payment fee of R 30.00 per member be levied in cases of late payment (after February each year)

11. FINANCIAL STATEMENTS: 2006 AND 2007**RESOLVED**

That the financial statements in respect of 2006 and 2007, be approved and confirmed and signed by the President and the Treasurer General.

12. AUDIT REPORT AND FINANCIAL STATEMENTS : 2008**RESOLVED**

1. That the audit report and financial statements of the Institute for 2008 be approved and confirmed and signed by the President and the Treasurer General.
2. That the steps taken by the Management Committee and NIC as a result of the findings of the Auditor be noted and supported.
3. That despite the request from the 2008 AGM to have the financial statements for 2006 and 2007 audited, same not be undertaken due to the audit undertaken for 2008 in which the auditor expressed the opinion that such an exercise would serve no purpose and the expenses involved can be regarded as fruitless.

13 AMENDMENT OF CONSTITUTION.

This item has been withdrawn.

14. ELECTION OF OFFICE BEARERS

In terms of the Rules for the election of the President, Deputy President, Treasurer General and Secretary General, Mr Frans Palm was appointed as Electoral Officer.

14.1 PRESIDENT

The Electoral Officer called for nominations for the office of President.

On proposal of Mr. W. Burger (149) and seconded by Adv. J Vorster (357), Ms. M E Heitbrink (243) was nominated for the office of President.

No further nominations were received. Ms Heitbrink accepted the nomination.

The Electoral Officer declared Ms. M E Heitbrink duly elected as President for the 2009/2010 term of office.

14.2 DEPUTY PRESIDENT

The Electoral Officer called for nominations for the office of Deputy President.

On proposal by Ms. E Versfeld (192) and seconded by Mr. DeV. Visser (009), Mr. G. Moroane (343) was nominated for the office of Deputy President.

No further nominations were received. Mr Moroane accepted the nomination.

The Electoral Officer declared that Mr G Moroane was duly elected to the office of Deputy President for the 2009/2010 term of office.

13.3 SECRETARY GENERAL

The Electoral Officer called for nominations for the office of Secretary General.

On proposal of Ms E Versfeld (192) and seconded by Mr A Coetzee (16), Ms C Jansen van Rensburg (155) was nominated for the office of Secretary General. Ms Jansen van Rensburg accepted the nomination.

No further nominations were received. .

The Electoral Officer announced that Ms C Jansen van Rensburg was duly elected to the office of Secretary General for the 2009/2010 term of office

13.4 TREASURER GENERAL

The Electoral Officer called for nominations for the office of Treasurer General.

On proposal of Ms M E Engelbrecht (208) and seconded by Mr B J van Niekerk (108), Mr W Burger (149) was nominated for the office of Treasurer General. Mr Burger accepted the nomination.

No further nomination was received and the Electoral Officer declared Mr W Burger duly elected to the office of Treasurer General for the 2009/2010 term of office.

13. GENERAL

The President, Mr Gibbs, congratulated the newly elected office bearers. He also expressed his thanks and appreciation towards the former Treasurer General for his contribution.

15. HANDING OVER OF CERTIFICATES

Certificates were handed to new members.

16. TERMINATION OF MEETING

The meeting terminated at 14h40

APPROVED

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PRESIDENT