

OUTSHOORN BUSINESS CHAMBER
ANNUAL GENERAL MEETING
HELD 10 MARCH 2009

MINUTES

1. **WELCOME**

Leon Coetzee welcomed all present and encouraged them to give input at the meeting.

APOLOGIES

Apologies received from: Dianne De Jager (Mayor)
 Jeffrey Swartbooi (Vice-Mayor)
 Christo Vermaak (Odn Courant)
 Alice Le Roux (A. Le Roux Ingelyf)
 Johan & Mindi Breunissen (Die Herrie)
 Christo du Plessis (Momentum Life)
 Greg Wotherspoon (Webworx)

2. **OPENING**

Leon Coetzee read quotations of Langenhoven and the meeting was opened with a moment of silence.

Melcus Nel thanked Die Burger and their representative, Eugene Gunning, for sponsoring this evening. He also thanked Nato Barnard for the facility at Turnberry Lodge where the meeting was held, as well as Helen Butler for handling the arrangements.

3. **PREVIOUS MINUTES**

Helen Butler read the minutes from the previous AGM meeting held on the 28 February 2008 aloud.

ACCEPTANCE OF MINUTES

PROPOSED BY : Leon Coetzee
SECONDED BY : André van Greunen

4. **FINANCIAL REPORT**

Jacobus Maloney discussed the financial statements of the chamber for 2008.

ACCEPTANCE OF FINANCIAL STATEMENTS

PROPOSED BY : Alie Killian
SECONDED BY : Anton Bekker

Melcus Nel asked for nominations for auditor of the Business Chamber.
Leon Coetzee proposed that Jacobus Maloney continue as auditor.

Jacobus Maloney was unanimously elected to continue as auditor.

5. **ELECTION OF NEW MANAGEMENT**

Nominations were received for the Management Committee. Nic Barrow proposed Anton Bekker as new management committee member.

Melcus Nel read out the names of the new management committee, namely:

Melcus Nel (Chairman)
Jacobus Maloney (Vice-chairman/auditor)
André van Greunen
Leon Coetzee
Christo Vermaak
Liesel Le Roux
Geoff Wilck
Sandra Africa
Thando Abrahams
Dirk du Toit
Alie Killian
Angeline Lekay
Anton Bekker
Martiens Loksen (Co-opt)
Winifred Petersen (Co-opt)
Vernon Mc Carthy (Co-opt)

The number of committee members exceeded the required 15 and Winifred Petersen, Martiens Loksen and Vernon Mc Carthy were co-opted to represent small business in Oudtshoorn.

6. **CHAIRMAN - REPORT**

Melcus Nel gave a presentation as an overview of the Business Chamber and its function, outlining his report for 2008.

He covered the following points:

- Alphen aan den Rijn
- Centre of Hope
- Speakers: Francois Pienaar
- Community Forum
- Combined Office
- Golf Development and Oudtshoorn Development Forum
- Golf Days and Prizes
- Office Administration
- KKNK
- Membership fees vs. Office Costs
- Airport
- Municipality

Here, he outlined a meeting that had been held with the mayoral committee where the following was discussed:

- *Communication*
- *Newsletter issued by the Municipality*
- *Ward Committees*
- *Enquiries addressed to the Municipality*
- *LED Process*
- Network Evenings

- Newsletters
- New Members
- Oudtshoorn Development Forum
- Oudtshoorn Economic Forum
- OHANET
- Wheelchair Donation
- Venues for Network Evenings and Management Meetings
- World Wide Web (Oudtshoorninfo)
- Business Personality/Business Leader of 2008

Nominations:

<i>FIRST QUARTER</i>	:	<i>BRETT PYPER (KKNK)</i>
<i>SECOND QUARTER</i>	:	<i>PIET LODDER (K/K AGRI)</i>
<i>THIRD QUARTER</i>	:	<i>GEOFF WILCK (WILCK SPAR)</i>
<i>FOURTH QUARTER</i>	:	<i>ANDRIES VAN SCHALKWYK (BUFFELSDRIFT GAME LODGE)</i>

OVERALL WINNER : GEOFF WILCK

Each quarterly nominee received a voucher to the value of R1 000.00, and the overall winner received an additional voucher to the value of R5 000.00- to be spent at any member of the Business Chamber.

7. GENERAL - QUESTIONS

7.1 FINANCIAL STATEMENTS – OUDTSHOORN MUNICIPALITY

Nic Barrow provided the following information based on the financial statements of the Oudtshoorn Municipality, which had been given to him:

- For 1 ½ years, no bank reconciliations had been done
- Various immovable assets had not been registered
- Creditors – R12m has gone missing
- VAT – Problem with the completion of claims
- Journals – Many are completed without the necessary proof documentation
- R5m investment has gone missing

Nic Barrow said that the response from the auditors regarding the financial statements was that it could not be accepted as a reliable document.

Melcus Nel said that he would discuss the recommendation of the auditors with Piet Otto.

Pierre Nel suggested that the Business Chamber approach Piet Otto to address the members at a meeting. He said that bank reconciliations had not been done since 2004 and that contracts were also a huge problem for the town. He suggested further that a delegation be sent to the minister in an attempt to sort out the current situation. He said that there were processes in place that the Mayor was obliged to follow, but that this had not been done. The process was not being monitored and for this reason the process has not been adhered to since 2001.

André van Greunen stated that conducting a meeting with the mayoral committee or the minister would not solve the problem. He said that the entire council should be disbanded.

Anton Bekker said that the position of treasurer had been vacant for two years consecutively. He stated that the three positions that were currently vacant at the Municipality should be advertised and filled. He said that it would be impossible to function without the right people in the right positions. There are good candidates for those positions and systems are in place to facilitate the recruitment of suitable candidates.

Melcus Nel asked if the Business Chamber would be permitted to assist with the recruitment process.

Anton Bekker replied to the affirmative and said that the chamber could give input and make a recommendation.

Leon Coetzee requested that the points mentioned by N. Barrow be printed in the monthly newsletter of the chamber.

Melcus Nel said that the management committee of the chamber would make a decision as to whether the points would be published in the newsletter.

Susan White discussed the recruitment action she had been involved with concerning the Municipality. She said that after all the hours and manpower spent on finding the suitable candidates for the positions, the Municipality went ahead and made their own selection, despite the recommendations of the panel that had been responsible for the recruitment. She said that she is prepared to assist the chamber wherever necessary with any future recruitment action.

Pierre Nel stated that the chamber had an opportunity to give input and assistance to the Municipality. He discussed the financial competency in our part of the country.

Melcus Nel summarised the action points. They are:

- Mr. Otto would be invited to be a guest speaker at a network evening held by the Business Chamber.
- The Business Chamber would offer its assistance to the Oudtshoorn Municipality for the recruitment process for the three vacant positions.
- A delegation from the Business Chamber would be sent to the minister to discuss the situation at the Municipality.
- It would be requested that the auditor General address the Business Chamber members.

He said that he would contact Mrs. D. De Jager to inform her of the chamber's intentions.

Pierre Nel undertook to make all documentation from the Municipality, which were public documents, available to the Business Chamber.

Melcus Nel thanked Pierre Nel and said that he would request a meeting with the Mayoral Committee and that he would inform the mayor of the information that would be sent to the members of the Business Chamber.

IT WAS DECIDED that a summary would be made of the information regarding the financial statements of the Municipality and this will be sent to the members of the Chamber.

Melcus Nel asked if there were any further questions or comments under general.

No further issues were raised. *Melcus Nel* thanked those present for their input into the meeting.

8. **CLOSE**

Melcus Nel thanked everyone for being present at the meeting and wished them well.

Jacobus Maloney thanked *Melcus Nel* for his valuable contribution to the Business Chamber over the previous year and for his leadership as chairman.