

SUMMARY - MINUTES:
PARKTOWN NORTH RESIDENTS' ASSOCIATION (PNRA)
ANNUAL GENERAL MEETING held at the
METHODIST CHURCH, 7th Avenue, Parktown North
on Wednesday, 9th April 2014 @ 18h00



Present:

- Committee :** Lee-Ann Louverdis (Chair), Peter Erlank (Civic Affairs), Gail Ferhsen (Forums), Tony Davidson (Safety & Security), Geraldine Erlank (Town Planning; Governance & Compliance), Myrna Powell (Treasurer)
- Speakers:** Lee-Ann Louverdis – PNRA Chairperson; SAPS Captain Mkhize
- Attendance:** As per attendance register – available on request
- Apologies:** Available on request. Col Moodley extended his and sent Cpt Mkhize in his place. Ward Councillor, Tim Truluck, sent his apologies due to his recovering from an operation.
- Proxies:** Available on request.

1. Welcome

The Chairperson (LAL) called the meeting to order at 18h15, and welcomed all present. She extended a special welcome to members of Parksec, and introduced John McPherson and Julie Sargent to the AGM.

- Reading of Agenda:** Motion proposed by LAL: To approve the agenda for 9 April 2014
Motion seconded by Pieter van der Merwe
Vote: All in favour, 0 against, 0 abstentions - Motion carried / Agenda approved
- Approval of minutes:** Motion proposed by LAL: To approve minutes of PNRA AGM minutes of 4 July 2013
Motion Seconded by Anne Steffny
Vote: All in favour, 0 against, 0 abstentions - Motion carried / Minutes approved without modification

2. Chairperson's Annual Report

LAL introduced the Management Committee (ManCo) to the AGM, highlighting that in addition to the portfolio responsibilities as detailed above, there are FIVE (5) shared portfolios as a result of ManCo being understaffed. Volunteers and Streets-in-Motion Captains were thanked for their contribution.

Achievements – Marketing and Branding:

LAL highlighted that the following had been achieved: a new PNRA logo and comprehensive new corporate identity; a new tagline (Community-in-Action); a monthly e-newsletter with a printed copy being made available at Guru Coffee shop; and social media contact through Twitter and Facebook.

Achievements – Community-in-Action (CIA) Squad:

CIA SQUAD: LAL noted that the CIA Squad had achieved the following: attending to municipal pavement clean-ups; following a graffiti abatement programme; painting in excess of 220 road names; photographing and logging of over 319 maintenance issues with City of Johannesburg (CoJ) departments; and launching the SNAP * SEND* SORT project.

Visible Services Delivery (VSD):

LAL reported that the VSD promised by the CoJ had not yet achieved much. On average, the City had attended to only 35% of issues logged.

PNRA & CoJ: LAL reviewed the PNRA's relationship with each of the CoJ Departments: the JHB Roads Agency, JHB Water, City Parks and the Rosebank Fire Station / EMS.

SIGNAGE: LAL summarised the major areas and major issues of concern. These included estate agents' signage used in the neighbourhood which are often in contravention of CoJ by-laws.

Achievements – Forums & Streets-in-Motion:

LAL summarised the forums that the PNRA had put into place – the Worship Forum, the Restaurant Forum and the Estate Agents' Forum. She highlighted the Streets-in-Motion project, showing that we have 15 Street Captains. Only 5 streets had more than 15 members, and only 4 streets had more than 20 members. LAL noted that the PNRA needed a lot more Street Captains and appealed to anyone who could assist in this regard.

Achievements – Safety and Security:

LAL summarised the PNRA Security Forum, highlighting the high levels of co-operation with SAPS, ADT, Cortac and Parksec. She noted the need for vigilance and common sense. She stressed the need to be more cautious regarding building sites in the area and suggested that the community crim-check all builders' labourers. The PNRA remains supportive of the monthly Domestic Workers' workshops.

Achievements – Town Planning:

LAL noted that the PNRA had supported the Parkhurst Residents' Association's call to object to the Shell Garage's application for further commercial development. The PNRA had also supported the Craigpark Residents' Association's fight against the 1 Bompas Road Development.

The PNRA had convened community meetings to discuss two major re-zoning applications – the crèche application for His People Church, and the re-zoning application by GodFirst from consent use for operating a place of worship to Educational. LAL explained the need for a Precinct Plan, and how this fits into the Regional Spatial Development Framework used by the CoJ to assess town planning sub-division and re-zoning applications.

Achievements - Treasury:

LAL noted that the incoming ManCo faced the challenges presented by a very low base for the database, budget records and financial structures. The ManCo has since adopted a Finance Policy which details strict measures for banking and expenditure practices. Accounts were initially collated on Microsoft Excel but have now been captured on Quickbooks.

The PNRA has engaged in a concerted membership drive. In addition to securing donations, the PNRA is pleased to advise that it is diversifying its income stream to include advertising revenue and fundraising revenue. The main categories of expenses were the CIA Squad, the cost of the administrator and the cost of printing.

The Statement of Financial Position as at 28 February 2014 showed a healthy balance of R264 215. As per the previous PNRA Committee request, an amount of R18 262 raised for the defence of RSDF matters remains ring-fenced for its intended purpose.

Achievements – Governance and Compliance:

LAL reported that the Management Committee has adopted the following:-

A Compliance Policy Statement, a Compliance Charter, a Job Description for the Management Committee as a unit, Job Descriptions for each Portfolio and a Code of Conduct.

LAL confirmed that, in line with the new policy documentation, performance appraisals have been conducted for all Management Committee members. LAL noted that she was pleased to report that all Management Committee members had received ratings of Excellence. The appraisal process highlighted that all Management Committee members displayed a willingness to achieve more, but were faced with severe time constraints. It was concluded that more Management Committee members were required in order to lighten the workload of those already volunteering their services and time.

The PNRA has concluded an appropriate employment contract for the CIA Squad. Several issues will receive attention in the coming Financial Year 2014 / 2015. These include pursuing the registering of the PNRA as a legally constituted company (the Management Committee recommends registering as a Non-Profit Organisation), the concomitant amendment of the PNRA Constitution and the securing of appropriate liability insurances.

3. Business

Ratify new Financial Year End as 28 February:

Motion proposed by LAL / Motion seconded by Nicola Jones

Vote: All in favour, 0 against, 0 abstentions - Motion carried

Adopt Annual Financial Statements for the year ended 28 February 2014:

Motion proposed by LAL / Motion seconded by Pieter van der Merwe

Vote: All in favour, 0 against, 0 abstentions - Motion carried

Ratify the PNRA Annual Membership Fees for 2014:

Motion proposed by LAL / Motion seconded by Wiggie Ellenberger

Vote: All in favour, 0 against, 0 abstentions - Motion carried

Appoint JCB as External Auditors, the service of which is offered to the PNRA free of charge:

Motion proposed by LAL / Motion seconded by John McPherson

Vote: All in favour, 0 against, 0 abstentions – Motion carried / JCB Auditors appointed as PNRA auditors

LAL confirmed that the current PNRA stands down, as is required by the PNRA Constitution.

The following offered themselves for re-election: Tony Davidson, Geraldine Erlank, Peter Erlank, Gail Fehrsen, Lee-Ann Louverdis and Myrna Powell. One additional nomination has been received by Greg Husted for the Heritage Portfolio.

Accept the nominations for the PNRA Management Committee for 2014 / 2015 as detailed above:

Motion proposed by LAL / Motion seconded by Sue Briggs, John McPherson, Richard Harris & Pieter vd Merwe

Vote: All in favour, 0 against, 0 abstentions – Motion carried

LAL asked those in attendance to consider the explanatory memorandum detailing the pros and cons of registering the PNRA as a Non-Profit Organization or as a Non-Profit Company. If attendees required additional time to consider the Memorandum, a Special General Meeting would be called for voting. Attendees agreed to vote on the issue at the AGM.

Registration of the PNRA as a Non-Profit Organisation (NPO):

Motion proposed by LAL / Motion seconded by Donald Burton

Vote: All in favour, 0 against, 0 abstentions – Motion carried

Resolve that the PNRA ManCo are authorised to take such actions and do all things as may be necessary to give effect to the registering of the PNRA as an NPO:

Motion proposed by LAL / Motion seconded by Judy Stockill

Vote: All in favour, 0 against, 0 abstentions – Motion carried

4. Questions from Floor:

- a. LAL confirmed that money donated by the community towards the installation of speed humps on 4th Avenue that is NOT USED FOR THAT EXCLUSIVE PURPOSE, will be reimbursed to the donors.
- b. LAL confirmed that PNRA members had the following benefits that were not enjoyed by non-members – voting rights, access to PNRA assessment for PHRAG, and assistance in attending to civic and community issues.
- c. LAL confirmed that the car park was owned by the CoJ, and managed by the custodian, the JHB Property Company (JPC). The JPC will not simply release the property to the PNRA for community use due to its commercial value. The PNRA must engage with the JPC and other CoJ agencies to secure a community benefit for the property.

5. Crime Overview by Cpt Mkhize

Cpt Mkhize asked for common sense and vigilance, especially with regards to ensuring that garage doors, main gates and pedestrian gates are kept closed. He encouraged the community to do security checks on all staff, including building labourers.

6. Address by Lee-Ann Louverdis on behalf of Tim Truluck, DA Councillor Ward 117

LAL reported, on behalf of Tim Truluck, that Pikitup was planning to roll out a recycling initiative with recycling to be done at source i.e. households will be required to separate waste. The community was encouraged to go out and vote in May 2014.

7. Meeting Adjournment

The meeting was closed at 19h45.