

MUIZENBERG IMPROVEMENT DISTRICT
Minutes of the Board Meeting held on Tuesday 5 March 2013
at 17:00 at the Empire Cafe, York Road, Muizenberg

Present:

Name	Position	Abbrev
Tony Smith	Director (Chair)	TS
Janet Annandale	Director	JA
Steven Frankal	Director	SF
Dave Jones	Director	DJ
Justin Maxwell	Director	JM
Elizabeth Milne	Director	EM
Mark Robinson	Director	MarkR
Mike Romyn	Director	MR
Peter Wright	Director	PW
Dave D'Alton	Councilor	DD
Dorothy Johaadien	Temporary Admin Manager	DWJ

Apologies: none

Members: Nicolas Edwards

Matters for Attention: **Communication with members**

No	Agenda Item	Decision	Action (Who?)	When
1.	Welcome	TS opened the meeting at 17:15, following a group photograph of the Board by Simon Scarboro. He welcomed the Directors, the Councilor and Nicolas Edwards.		
2.	Community Issues/Matters for the Board's consideration	The Board endorsed Nicolas Edwards' idea of Muizenberg 'Town Twinning' with a similar town overseas. Edwards then raised the question of security on the pavilion side of the beach front. DD to find out the exact area covered by pavilion security.	DD	
Nicolas Edwards left the meeting at 17:35.				
		The community items listed on the Agenda were then discussed and the following decisions were taken:		

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		<ul style="list-style-type: none"> • The Board endorses the plan put forward by Cobus Joubert to renovate the old signalbox on Muizenberg station. • DD to look into the possibility of the City funding a security camera for Albertyn Road. • DD to ask Roads Dept to look into the traffic situation in Killarney and Palmer Roads. JM to write a motivation for traffic calming measures and forward to DD. • As York Road car park is owned by the council, DD to contact the landscaping dept to request an upgrade of this area. • The Board authorized SF, PW and DD to meet to sort out the best way of securing the park. • JA will arrange to fill the pavement planting areas outside the Library but not with coastal oak trees. 	DD DD and JM DD SF, PW and DD JA	asap urgently asap
3.	Minutes of the Previous Meetings	The minutes of the previous meeting on 22 January were approved; proposed by MR and seconded by SF.	DWJ	
	Matters Arising	JM, MarkR and DJ to meet to agree a way of improving communications, especially with members.	JM, MarkR and DJ	
4.	Ratification of Resolutions and Decisions taken since the last meeting	<p>1. The Vision and Values document (attached) was ratified and accepted as a working guide.</p> <p>2. The following portfolios allocated at the 26 February Strategic Planning meeting were ratified:</p> <ul style="list-style-type: none"> • Chair and COO - TS • Security and Safety – DJ • Environmental Upgrading – JA • Marketing and Communication – MarkR • Acting Finance - EM • Corporate Governance/HR – EM • Beachfront – SF 		

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		<ul style="list-style-type: none"> • Park and Surfers' Circle - PW • Fundraising – MR • Membership and the Village – JM <p>3. The decision to appoint LPH as Company Secretary was ratified. 4. The Resolution regarding the new MOI (as drawn up by Peter Dugmore – attached) was ratified.</p>		
5.	<p>Financial Reports January Report</p> <p>Rent-a-cop</p> <p>Arrears</p>	<p>The Financial Report for January was approved by the Board. EM to request Sue Rumsey to work out the funds remaining for each portfolio in the 2012/13 budget and inform the Board.</p> <p>SF reported that the Rent-a-cop contract for the beachfront businesses had now been signed. The MID bank account was to be used to transmit the payments (as requested by the council), and SF confirmed that any bank charges incurred by MID would be reimbursed.</p> <p>DWJ to share the CoCT arrears report with all the Directors using the Dropbox.</p>	<p>EM and Sue Rumsey</p> <p>DWJ</p>	
6.	Portfolio Reports	The Portfolio Plans (attached) were accepted by the Board. It was agreed that in future Directors would circulate their Portfolio Reports one week prior to each Board meeting.	All Directors	By end of April
7.	Manager's Report	The Manager's Report (attached) was accepted by the Board.		
8.	Appointment of LPH	This had been dealt with under item 5.		
9.	MOI	The Board agreed to the wording of the proposed amendments to the MOI (attached). This will now be put to the membership as outlined in the resolution in item 4.		
10.	Other Matters Sivuyile payment	MarkR, TS and JM to set up a meeting with Sivuyile and negotiate a settlement figure. The Board authorized not more than R10k	MarkR, TS and JM	asap

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	Membership applications	for this. One application for membership was received and approved.	DWJ	
	Shark flags	The Board agreed that the shark flags needed changing and that the proposed beachfront shark centre could be better used by Law Enforcement. It was decided to mandate SF and MR to take this issue forward.	SF and MR	
	Back-up of MID laptop	DJ reported that this problem had now been resolved at no cost to the MID.		
	Directors' concerns	It was resolved as follows: <ul style="list-style-type: none"> • EM and JA to draw up cleaning proposal, and request quotations. • JA to circulate her draft MID policy re public art. • MarkR to circulate draft design for business cards. • MarkR, SF and DJ to draw up a plan for branding the trailer. 	EM and JA JA MarkR MarkR, SF and DJ	
11.	Date of next meeting	The next meeting will be the meeting with Gordon Verhoef on 9 April, from 17: - 18:00, venue to be confirmed. The next Board meeting will be on Tuesday 7 May, details not yet decided.		

Meeting Closed at: 19:30.