



**Minutes of the first meeting of the members of the
Scott Estate and Baviaanskloof Community Improvement District
Not for Profit Company held at Riverside Retirement Village, Hout Bay, at 18.30 on 1 December
2020**

1. Attendance

All those attending in person signed the attendance register.

2. Invitees

Eddie Scott, Joepie Joubert, Bonita Ascott, Alma Stoffels (CID Department, CoCT)

3. Voting

All members present received a voting sheet upon arrival (or via email for those online).

4. Members

It was noted that no members have resigned and that we currently have a total of 152 Members.

5. Quorum

It was noted that 31 members were required to attend for the meeting to be quorate. With 29 members in the room, 16 attending via Zoom and 53 proxies, quorum was established.

6. Approval of agenda

There being no objections, the agenda was approved by all present.

7. Chairperson's report

Helen Snell, interim chairperson, presented her report on the activities of the board since the inception of the Company on 1 July 2020. The report can be found [here](#).

8. Feedback on operations

Helen Snell, interim chairperson, provided members with an update on what the interim board had achieved to date. The presentation can be found [here](#).

9. Approval of budget 2021-22

Helen Snell presented an overview of the budget for the next financial year (1 July 2021 to 30 June 2022) as per the original SEBCID Business Plan which was re-shared with members and property owners ahead of the meeting. The Business Plan and can be found [here](#).
The members of the Company approved the Budget for 2021-22 as contained in the original SEBCID Business Plan.

10. Approval of implementation plan for 2020-21

Helen Snell discussed the Implementation Plan as per the original SEBCID Business Plan. The Implementation Plan and can be found [here](#). The members of the Company approved the Implementation Plan for 2021-22 as contained in the original SEBCID Business Plan.

11. Appointment of auditors

The interim board confirmed the appointment of Harry Curtis & Co. as the Company's auditors for the current financial year (1 July 2020 to 30 June 2021) given their experience auditing CIDs and the CoCT's stated satisfaction with their work.

12. Confirmation of Company secretary

Helen Snell confirmed the Company secretary as a combination of work executed by Helen Snell (Interim Chairperson), Alison Louw (Company Treasurer), and Emma Padoa (Team Support/Admin Assistant). Formal Company Secretary functions will be performed by Harry Curtis & Co.

13. Election of Board Members

The members of the Company elected Jemimah Birch, Keith Cronwright, Shazelle Kelly, Alison Louw, Paul Maguire, Fanie Malan, and Helen Snell as directors of the Company.

14. General

There were no other matters arising.

15. Questions and answers

The interim board members answered various questions raised by members.

Signed:  _____

Chairperson: Helen Snell