



CAPE TOWN AMATEUR RADIO CENTRE

MINUTES OF THE 2010 ANNUAL GENERAL MEETING

Held in the Clubhouse at the Round Table Community Centre, Chess Road, Rondebosch
on Saturday 31st July 2010 at 14:00

01 Opening of meeting and apologies

The Chairman, Shaun ZS1RA, welcomed all attending the meeting and the meeting was declared open at 14:00. There were twenty four members present. Three proxies were received from Tony ZS1TM, Monte ZS1ABC and Prof ZS1ADD. Eight members gave their apologies and there were two visitors present. (Attendance register attached as Appendix A)

02 Confirmation of notice of meeting and quorum

Notice of the AGM had been sent out on 5th July 2010. There being three proxies and twenty-four members present, constituting approximately thirty-four percent of the membership, the constitutional requirements were met to declare the meeting quorate.

03 Minutes silence for the following SKs (list):

A minutes silence was observed for the following members and friends who went silent key during the past year namely, ZS1AT – Nick Sauerman 1 July 2009 and ZS1MWH – Peter Jackson 1 June 2010.

04 Confirmation of minutes of AGM held on 25th July 2009

The secretary read the previous minutes which were accepted as a true reflection of the AGM. Proposed by Mike ZS1FP, seconded Maurice ZS1ACH and adopted unanimously.

05 Matters arising from the minutes – there were no matters arising.

06 Report of the Administrative Sub Committee (Chairman's Report)

The chairman Shaun ZS1RA read his report which was proposed and seconded and accepted with applause. It is attached to the minutes as Appendix B. Proposed by Noel ZS1FW, seconded by Dave ZS1DFR and adopted unanimously.

07 Treasurer's report and acceptance of the accounts

The treasurer Peter ZS1PMH read his financial report and, being the last report he will be presenting as treasurer, he paid tribute to past and present chairmen and committees of the CTARC, with whom he had served. He then fielded some questions. (Attached as Appendix C.) Proposed by Maurice ZS1ACH, seconded by Richard ZS1RIC and adopted unanimously.

08 Presentation of Awards and Trophies.

The following awards were presented:

- Buck Taylor Club Participation Award – ZS1BL – Danny Blankenberg
- The "Floating Wellie" for Faithful Attendance – ZS1RIC – Richard Brown
- The Baker Trophy – ZU1R – Robin Poggenpoel
- Rally Support – not awarded
- The Novice Award – not awarded
- Special award for his contribution to the club: ZS1ZD Nick Curwell
- Special award for his contribution to the club: ZS1SA Rob Bareham

9 Election of office bearers and Activity Convenors

The chairman, Shaun ZS1RA relinquished the chair and Allan Smith ZS1AAX assumed the chair to conduct the election of the new chairman. Noel Futter ZS1FW was proposed as Chairman by Shaun ZS1RA and seconded by Dave ZS1DFR and was unanimously elected.

ZS1FW assumed the chair and indicated that the following had been nominated en bloc. Returning committee members: Dave ZS1DFR, Shaun ZS1RA, Danny ZS1BL, Tony ZS1TM, Paul ZS1P XK and new nominees, Russell ZS1VK and Rob ZS1SA. These nominees were voted in en bloc and unanimously. The Chair then asked if there were any other members, not nominated, but who would be prepared to volunteer their services. Dirk ZS1X offered his services and was voted on to the committee with the applause of the meeting.

Portfolios would be determined at the first meeting of the committee.

10 Election of Working Committee and Bank Signatory Mandates

It was agreed that the new chairman Noel ZS1FW and secretary would become mandated signatories on the account and that ZS1RA and ZS1DFR would remain as signatories on the account.

11 Appointment of Hon. Auditor

It was proposed by the chairman that the outgoing treasurer Peter ZS1PMH be retained as honorary auditor and this was seconded by Dave ZS1DFR and unanimously accepted.

12 Other business

The QSL manager Maurice ZS1ACH indicated that he had QSL cards for members to collect.

13 Votes of thanks

Dennis ZS1AU proposed a vote of thanks to the committee.

The Chairman Noel ZS1FW thanked all who worked for the club. He indicated that the club is getting small and becoming somewhat exclusive but called on members to make better use of the clubhouse. He again thanked all who attended the meeting.

The meeting ended with an audio-visual slide show collage of club activities put together by Shaun ZS1RA.

14 Closure – The business of the AGM having being successfully concluded, the meeting closed at 15:15.

Signed:

Noel Futter ZS1FW
Chairman

30th July 2011

2010 CTARC AGM Attendance Register

Members Present

1. ZS1PMH	Peter Henochsberg
2. ZR1PXK	Paul Kennedy
3. ZS1FW	Noel Futter
4. ZS1AGH	John Haycox
5. ZS1BL	Danny Blanckenberg
6. ZS1EVP	Evan Pedlar
7. ZS1PE	Mike Howell
8. ZS1VK	Russell Mycroft
9. ZS1X	Dirk Lotz
10. ZS1MP	Buddy McCullum
11. ZS1HJH	Hans-Jurgen Hohlbein
12. ZS1WLH	Wolfgang Hohlbein
13. ZS1DFR	Dave Reece
14. ZS1SA	Rob Bareham
15. ZS1RIC	Richard Brown
16. ZS1GE	Paul Schmitt
17. ZS1FP	Mike Schumann
18. ZS1BR	Paul Johnson
19. ZU1R	Robin Poggenpoel
20. ZS1HA	Hans Moolenschot
21. ZS1ACH	Maurice Drinkwater
22. ZS1AAX	Allan Smith
23. ZS1HSF	Hugo Friedman
24. ZS1AU	Dennis Wells

Apologies

1. ZS1MCB	Michelle Basset
2. ZS1IKB	Ian Basset
3. ZS1XUK	Simon Cammies
4. ZS1ABC	Monte Breytenbach (proxy given to ZS1PMH)
5. ZS1ADD	Prof de Vries (proxy given to chairman)
6. ZS1PT	Pete Burnham
7. ZS1ZL	Dion Erwin
8. ZS1TM	Tony McEwen (proxy given to ZS1PMH)

Visitors

1. XYL	Elsabe Haycox
2. XYL	Anne Bareham

Chairman's Report For the Period 1 July 2009 to 30 June 2010

2010 has been a very good year for the CTARC, in various ways.

CTARC membership and committee has not been immune from the happenings in the world. The difficulties and strife experienced across the World has been reflected in the committee as increased work and time demands. It has also apparently manifested itself in the membership as we have noticed a small decline in the number of attendees at the monthly meetings and for the first time ever in my memory have we cancelled a Field Day due to lack of attendance.

However despite this we have had many successes. Our flagship event the Lighthouse weekend went down very well and was as usual a great success from an operating point of view as well as the building of relationships and camaraderie amongst the members. Furthermore this event helps us make Ham Radio visible to the outside world. Other aspects of our contribution to Amateur Radio have been the hosting of the second SARL PIC Course for which we got many pats on the back. John Williscroft who presented the course repeated his statement of last year that it was the best in the country. We also held a successful Homebrew PC Board project that was run at this club house under the guidance of Deon ZR1DE. This project was well received and many members have asked that we continue presenting these types of activities.

I now wish to pay tribute to my committee. In no special order they are:

Peter - ZS1PMH, Dave – ZS1DFR, Noel – ZS1FW, Tony – ZS1TM, Paul – ZS1P XK, Danny – ZS1BL, James – ZS1ROY and Evan – ZS1EVP.

I have served and chaired many committees but I can say without any hesitation this is the Dream Team. This year has been particularly challenging for me but thanks to them the club continued operating without a hitch. I do however think that it is not fair for me to be a mostly absent Chairman so it is with regret that I will not be making myself available as Chairman again this year. I do however believe that the club needs as much help as is available and so I will make myself available for the committee if elected.

Last year's Working Committee has remained unchanged mainly to ease the burden of changing bank mandates.

Peter continued to provide sound financial controls, as well as dealing with all the secretarial matters in his very special way. At this point I would like to mention that Peter has intimated that he will not be available for re-election. As such I would like to pay tribute to him. Peter has really been the back-bone of the Club. He is the longest serving Executive committee member and his administration and financial skills are going to be sorely missed. Many believe that Peter is the Club Secretary and Treasurer, however I have to burst that bubble as it is simply not true. Not only does he fulfil those roles but he is also a sincere friend, the chief shopper, cook, layer on of meals, hoster of website, editor of Ragchew and much more. Peter has brought to this committee his inimitable style, he has challenged when we needed to challenge, he has never been scared to speak his mind and he has brought calm and sanity when that was required. Peter you are going to be missed on this committee and by the Club at large. Peter, thank you for your contribution.

Evan our Vice Chair is also leaving us. Evan like Paul came onto the committee in his first year as a radio ham, a baptism of fire you may say. Evan has really served me well on a personal level as he was always there to step in when I was away on my many trips. Evan has successfully completed his internship and has gone on to join the ranks as a Professional Engineer. This has added tremendously to his work load. I along with the rest of the membership wish you success as you carve out your career and I am sure that in years to come CTARC is going to proudly lay claim to you when your name is written in bright lights. But as they say that is not all, Evan is engaged to be married, Evan is a very lucky guy to have found a wonderful partner in the beautiful Lucy, unfortunately I cannot say the same for her. Evan we wish you all the best in that new chapter of your life.

Noel and Tony have provided the stability and wisdom throughout our decision making often tempering my somewhat maverick style. Noel and Danny are real hands-on guys and are always here, prepared to help when constructional help and advice are needed. Paul and James have organised and helped run our club events and work parties. Paul also proved to be a very efficient tidying influence on the chaos which reigns in the clubhouse from time to time. James is a really special guy who tackles everything he does with enthusiasm and commitment. Once he puts his head to it he will get anything done. Unfortunately James has faced some challenges in his personal life and has found it difficult to devote his usual amount of time and effort. I am sure we will see him back to full steam shortly.

Dave has proven to be the guiding light we need from time to time. Dave has the task of Publicity Officer and ensures that the notices of our club meetings get out into the media. He is also one of the regular contributors to Ragchew and manages to put together a real interesting article in every issue. Dave is also the one guy you can call on at the drop of a hat to do the weekly bulletin, he is always

there with really professional presentation and puts out a mean signal. Most importantly Dave loves order and in this regard is where I value him most. Dave ensures that the spelling and grammar is correct in Ragchew. He keeps us on our toes when it comes to meeting deadlines and despite our best efforts to run amok in the Clubhouse, Dave creates order out of the chaos we often leave in our wakes.

Besides the committee we also have members who have stepped up to the plate and offered their services for specific projects. Currently we have Paul ZS1BR who looks after Radio Heritage on behalf of the Club and Rob ZS1SA has come aboard to take on the task of Lighthouse Weekend manager. Thank you gentlemen for your contribution.

As in previous years, the CTARC has held its head up high by presenting the premier news bulletin in Cape Town, every Sunday morning, followed by our swap shop. The call-ins afterwards are more than for any other bulletin each week, and it is encouraging to realise that all-comers listen in, and not just club members.

Despite the challenges this year we succeeded on many fronts. We have been active over the Lighthouse Weekend each year, and will again mount a station at Green Point next month. We have put up our tent on the lawns outside the clubhouse, and ran one Field Day station during the last year. We have held meetings each 4th Monday of the month, and the following talks were given:

Jul'09	AGM	
Aug'09	Lighthouse weekend	
Sep'09	Square Km Array	Visit to the Observatory
Oct'09	Dr Lindsay Magnus	Hermanus Magnetic Observatory
Nov'09	End of year function	
Jan'10	Nick - ZS1ZD	Theory and Practice of Images
Feb'10	DVD	Scarborough Reef
Mar'10	Henry - ZS1AAZ	The SARL
Apr'10	Duncan Brennan	E-Waste
May'10	Dr Oschadieus	Avian Migration
Jun'10	Noel - ZS1FW	Transformers

Attendance at the meetings has decreased somewhat from about 23 to 20 attendees. Thank you to those of you who have come along to these monthly meetings – I'm sure you will agree that you have benefited from your attendance.

Finally before ending I would like to welcome our new members. They are:

Listener member, Brian Dutlow
ZR1WLH Wolfgang Hohlbein
ZS1GOM John Green
ZS1GR Les Smith (returning member)
ZS1TX Chris Muller
ZU1NJ Na-aim Jordan

I'd like to end, by thanking you the members for the vote of confidence by electing me as your Chairman last year. More importantly I want to thank you for assisting in all the club activities; be it helping to set up station at field days, operating during special events, calling in during the bulletins, attending club meetings or just talking to those around you about amateur radio and CTARC. For these efforts I thank and salute you. It is my wish that you continue and redouble your efforts in the coming year.

Go out there and be an advocate for our hobby and the Cape Town Amateur Radio Centre.

I thank you.

Shaun Overmeyer ZS1RA
Chair 2009-2010



**CAPE TOWN AMATEUR RADIO CENTRE
ZS1CT**

INCOME AND EXPENDITURE STATEMENT

For the Period 1 July 2009 to 30 June 2010

2008/2009	INCOME	2009/2010	Notes	% Change
5,425.00	Subscriptions	4,755.00	1	-12%
6,875.00	Donations - General	3,585.00	2	-48%
706.00	Donations - Fundraising	250.00	2	-65%
525.00	Donations - Repeater Fund	1,280.00	3	144%
0.00	RAE classes	0.00	4	100%
6,506.77	Investment income	3,701.15	5	-43%
700.00	Sale of surplus equipment	0.00	6	-100%
372.35	Profit on sales from pub	0.00	6	-100%
21,110.12	TOTAL	13,571.15		-36%
EXPENDITURE				
809.60	Bank charges	867.74		7%
0.00	Clubhouse rental	0.00		0%
2,014.17	Repairs & maintenance	770.50		-62%
828.95	General expenses	285.00		-66%
404.00	SARL, ARRL & ICASA	404.00		0%
3,671.10	Insurances	3,678.08		0%
1,144.85	Security system & alarm monitoring	1,257.10		10%
4,203.07	Meeting expenses	1,600.62		-62%
2,084.48	Special events and field days	426.78		-80%
0.00	Ragchew expenses	0.00		0%
7,874.95	New Equipment Purchases	600.00		-92%
0.00	Depreciation and Write off of equipment	0.00		0%
360.00	Webpage & domain name	360.00		0%
1,200.00	Repeater Workgroup	0.00		-100%
24,595.17	TOTAL	10,249.82	7	-58%
(3,485.05)	OPERATING SURPLUS/(DEFICIT)	3,321.33	8	-195%
Less: Extraordinary below the line adjustment				
(3,485.05)	NETT SURPLUS/(DEFICIT)	3,321.33		

MOVEMENT OF FUNDS 2010

	Funds			Total
	General	Repeater	ZS1QO	
Opening Balance	68,653.16	4,911.29	700.00	74,264.45
Profit for the year	3,321.33			3,321.33
Trf from Repeater fund	0.00	0.00		0.00
Trf to Repeater fund	(1,280.00)	1,280.00		0.00
Member subs paid			0.00	0.00
Closing Balances	70,694.49	6,191.29	700.00	77,585.78



CAPE TOWN AMATEUR RADIO CENTRE

ZS1CT BALANCE SHEET As at 30 June 2010

2008/2009	ACCOUNT	2009/2010	Notes	% Change
74,264.45	Total Funds	77,585.78	9	
68,653.16	General Fund	70,694.49		3%
4,911.29	Repeater Fund	6,191.29	3	26%
700.00	ZS1QO - Special membership fund	700.00		0%
	Subscriptions - prepaid	185.00		100%
<u>74,264.45</u>	TOTAL	<u>77,770.78</u>		

REPRESENTED BY

5,141.31	Cash in bank: Standard Current	3,996.44	9	-22%
67,009.32	Cash in bank: Standard Money Market	72,697.18		8%
1,173.69	Cash in bank: Standard Call Account	1,186.98		1%
868.13	Petty Cash	70.18		-92%
72.00	Accounts outstanding	0.00		-100%
0.00	Accounts payable	(180.00)		100%
<u>74,264.45</u>	TOTAL	<u>77,770.78</u>		

Financial Statements prepared by the Hon. Treasurer - Peter Henochsberg ZS1PMH

Signed: _____ Date: 31-Jul-10

Financial Statements approved by the Hon. Chairman – Shaun Overmeyer ZS1RA

Signed: _____ Date: 31-Jul-10

Financial Statements approved by the Hon. Auditor – Deon Erwin ZS1ZL

Signed: _____ Date: 31-Jul-10



NOTES TO THE FINANCIAL STATEMENTS As at 30 June 2010

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The overarching theme of this year's financials is that of a 'shrinking' scenario. Both income and expenditure shrank when compared to the previous year – which had seen the club in an 'expansive' phase in 2008-2009. The interesting thing is that, whereas we ran at a nett loss last year, we ran at a nett profit this year! The following comments will explain why:

1. Membership fee income decreased by 12% despite the fact that the membership fee stayed the same as the previous year, (R70 for ordinary members and R60 for pensioners). One member resigned and ten people allowed their membership to lapse – which is quite an alarming number. Two went SK and we gained only seven new members who paid only a partial annual fee each. Thus there has been a nett decrease in the membership. Also, many of our members paid the lower pensioner's rate. All these factors led to a decrease in income. In this reporting period there were 71 paid up members and 6 life members. Given our dwindling membership and the fact that we did not increase the membership fee last year, it has been deemed necessary to increase the fee in 2010-2011 to R85 p.a. and pensioners may choose to pay R70.
2. With the decrease in membership, we also saw a decrease in donations which are down 48%. Similarly our fund-raising, which is done mainly as the raffle at the meetings, is down by 65%.
3. Surprisingly, we saw a marked increase in donations towards the Repeater Fund. It went up by 144% from R525 last year to R1'280. We made no donation to the Western Cape Repeater Work Group, despite our offer to them to deplete our entire reserve, and more, and to purchase a new repeater for them. We set conditions to our donation which were not met and so the matter has been left in abeyance with no donation being made. Our repeater fund now has a reserve of R6'191.29, up from R4'911.29.
4. Once again, no RAE was run this year. However, plans are afoot to offer Class B licences in the coming year.
5. Investment income is down considerably, as we predicted last year. There have been many interest cuts in the past year and interest rates are at very low levels. This is good for the country but lousy for those living off investments.
6. No surplus equipment was sold and there was no profit on pub sales this year.
7. As can be seen, across the board there has been a decrease in expenditure – with the exception of bank charges as SA banks continue their practice of ripping off their clients. We even managed to keep our insurance premiums contained, usually our single biggest annual item. The reason for this decrease is that we had fewer 'big ticket' events. Last year we sponsored the SARL AGM supper, and the YL conference. We also purchased new equipment. This year we did none of that and, as the club and equipment are in good nick, there were few repairs and maintenance costs. However, we do anticipate increased costs in the coming year as we will be purchasing equipment for the field day and lighthouse events.
8. Whereas we ran at a nett loss of R3'485.05 in the previous year, this year we ran at a profit of R3'321.33, effectively containing our previous year's deficit. This being said, it is still necessary to increase our income, both from fees and from fund raising, as we are unlikely to have such a low expenditure year again and therefore run the risk of again going into the red.
9. The movement of funds shows the following: A transfer of R1'280 that was donated to the repeater fund is transferred to that fund. This leaves a balance of the profit less the repeater fund being transferred to our general fund (i.e. R3'321 – R1'280 = R2'041). The general fund thus increases from R68'653 to R70'694. The ZS1QO fund remains the same. Our only real asset in the club is the cash that we have. We currently have R77'590.78 in cash of which R6'191.29 is a reserve in the Repeater Fund. We owe R180. In short, our financial position is sound.
10. May I take this opportunity to thank Deon Erwin ZS1ZL for performing his job as honorary auditor.

In conclusion, this is the last financial report that I will be presenting as I have decided to stand down from the committee. I was elected club secretary at the 2002 AGM and during that year also took over as treasurer from Barry ZS1FJ, holding both portfolios since that time. During my eight year tenure I have met some incredible people and made some really good friends. I pay tribute to the committee and all the members who serve on the committee. I'm not sure that the general membership realise just how much work is actually involved in keeping the club running as smoothly as it does. It really is a commitment. In particular I pay tribute to the leadership of the chairmen over the years - Bud Voortman ZS1B, Andrew Roos ZS1AN, Dave Reece ZS1DFR and Shaun Overmeyer ZS1RA. Each of these gentlemen has brought something special and unique to the club. This in no way diminishes the considerable contribution of all the other committee members. We have a wonderful club with exceptional resources – both human and material. May the club go from strength to strength and continue to be one of the premier clubs in South Africa.

Peter Henochsberg ZS1PMH – Hon. Treasurer