



CAPE TOWN AMATEUR RADIO CENTRE

MINUTES OF THE 2013 ANNUAL GENERAL MEETING

Held in the Clubhouse at the Round Table Community Centre, Chess Road, Rondebosch
on Saturday 27th July 2013 at 14:00

01 Opening of meeting and apologies

The Chairman, Noel ZS1FW, welcomed all attending the meeting and the meeting was declared open at 14:05. There were twenty eight members present with three proxies given to ZS1PMH from ZS1ABC – Monty, ZS1PDY – Patrick and ZS1MET -Pete. Twelve members gave their apologies and there were three 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 13th July 2013. There being 28 members and three proxies present, the constitutional requirements were met to declare the meeting quorate.

03 Minutes silence for the following Silent Key:

A minute's silence was observed for the following members and friends whose keys went silent during the past year. Members: ZS1ACH - Maurice Drinkwater in May-13. ZS1ANO - Brian Greenwood in Jun-13, ZS1GR - Les Smith in Jan-13, ZS1MP - Buddy McCallum in Nov-12, ZS1TF - Lee Lombard in May-12 and ZS1VX - Valter Blaugsted in Sep-12. Friends: ZS1ZY - Des de Bruyn in Jun-13, and ZS1AAQ - Ben Bennett in Jun-13.

04 Confirmation of minutes of AGM held on 28th July 2012

The secretary read the previous minutes which were accepted as a true reflection of the AGM. Proposed by Dave ZS1DFR, seconded Mike ZS1FP and adopted unanimously.

05 Matters arising from the minutes – None.

06 Amendment to the Constitution

The Secretary, ZS1PMH, was called on to motivate his proposal that had been circulated with the Notice of AGM to amend clauses 8.1 and 8.2 of the constitution. The club is facing ever increasing bank costs and the constitution does not make provision for electronic banking. The amendments would allow the club to open an account at any registered South African bank, instead of the constitutionally stated Standard Bank. The second clause dealt with the number of signatories that would be required to authorise electronic payments on the bank account. Two constitutional amendment options were presented.

After a lengthy discussion the meeting unanimously voted to adopt option 2 which makes the following amendments.

8.1 The club shall open, maintain and operate from one or more bank accounts domiciled at one or more banks registered in SA.

8.2 Withdrawals, cheques, electronic fund transfers and inter-account transfers shall require the signature or electronic authorisation of any one member of the Administrative Committee with the proviso that all such authorisations shall, in addition, be approved in writing or by email by a second member of the Administrative Committee.

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

The Chairman Noel ZS1FW read his report which was proposed and seconded and accepted with applause. It is attached to the minutes as Appendix B.

Proposed by Rob ZS1SA, seconded by John ZS1AGH and adopted unanimously.

08 Treasurer's report and acceptance of the accounts

The Treasurer Peter ZS1PMH read his financial report. (Attached as Appendix C.) Proposed by Dave ZS1DFR, seconded by John ZS1AGH and adopted unanimously. The Treasurer expressed his gratitude to Barry ZS1FJ who audited the statements and issued an auditor's certificate.

09 Presentation of Awards

Honorary Life Membership was awarded to Paul Johnson ZS1S. The citation reads: *For long and distinguished service to the Cape Town Amateur Radio Centre. ZS1S has served the ham fraternity beyond the call of duty in that he has previously served enthusiastically on the committee, being a past club chairman. ZS1S continues dutifully and diligently to serve the ham fraternity as one of the background personalities, having a particular regard for the history of ham radio, the club and its members. Through his activities and support he brings honour to the ham community and the CTARC.*

ZS1S was deeply moved and honoured by the award and expressed his gratitude – especially as in 2014 he will have been a ham for 50 years.

10 Election of office bearers and Activity Convenors

The chairman, Noel ZS1FW 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 Rob ZS1SA and seconded by Barry ZS1FJ. Dirk Lotz ZS1X was proposed by Geoff ZR1GFT, but declined the nomination. ZS1FW was thus elected unopposed and unanimously and assumed the chair to continue with the election of the committee.

The Chairman called for nominations and received the following:

- | | | |
|-----------------|------------------|------------------|
| • ZS1ZL – Deon | Proposed: ZS1FP | Seconded: ZS1FJ |
| • ZS1X – Dirk | Proposed: ZS1VK | Seconded: ZS1CO |
| • ZS1SA – Rob | Proposed: ZS1BL | Seconded: ZS1DFR |
| • ZS1DFR – Dave | Proposed: ZS1BL | Seconded: ZS1X |
| • ZS1BL – Danny | Proposed: ZS1DFR | Seconded: ZS1AGH |
| • ZS1PXK – Paul | Proposed: ZS1PMH | Seconded: ZS1DFR |
| • ZS1TM – Tony | Proposed: ZS1PMH | Seconded: ZS1FP |
| • ZS1RA – Shaun | Proposed: ZS1AAX | Seconded: ZS1FP |

(The last two nominees were not present, but had indicated their consent in writing).

Then, as an afterthought:

- | | | |
|------------------|------------------|-----------------|
| • ZS1PMH – Peter | Proposed: ZS1DFR | Seconded: ZS1SA |
|------------------|------------------|-----------------|

There being no further nominations, all nominees were elected unopposed and with the general approval of the meeting.

11 Election of Working Committee and Bank Signatory Mandates

This item is to be decided by the elected committee.

12 Appointment of Hon. Auditor

Barry - ZS1FJ was appointed as the Hon. Auditor. Proposed ZS1DFR Seconded: ZS1AAX.

13 Other business – none

14 Votes of thanks

Barry ZS1FJ proposed a vote of thanks to the committee which, he commented, is an exceptional group of hard-working and dedicated people.

Dave ZS1DFR proposed a vote of thanks to Anne Bareham, *Ragchew* editor and general support person and caterer at special events. These proposals were acknowledged with the applause of the meeting.

14 Closure – The AGM closed at 15:20 after successfully concluding the meeting's business. After the AGM, the meeting held a general discussion on narrow banding of the VHF repeater system.

Signed:

Noel Futter ZS1FW
Chairman

26th July 2014

Attendance Register

Apologies

1	ZS1PDY	Patrick Yeadon (Proxy to ZS1PMH)
2	ZS1ABC	Monte Breytenbach (Proxy to ZS1PMH)
3	ZS1KH	Karl-Heinz Stier
4	ZS1PT	Pete Burnham
5	ZS1EVP	Evan Pedlar
6	ZS1MET	Pete Sheblom (Proxy to ZS1PMH)
7	ZS1TM	Tony McEwen (attended left early)
8	ZS1RA	Shaun Overmeyer
9	ZS1AU	Dennis Wells
10	ZS1ZD	Nick Curwell
11	ZS1ADG	Dave Williamson
12	ZS1BW	Bernie Crockford

Visitors

1		Elsabe Haycox
2	ZS-Anne	Anne Bareham
3	ZS1AN	André Shaw

Members

1	ZS1PMH	Peter Henochsberg
2	ZS1AGH	John Haycox
3	ZS1AAX	Allan Smith
4	ZS1VK	Russell Mycroft
5	ZS1X	Dirk Lotz
6	ZS1BL	Danny Blankenberg
7	ZS1ZL	Deon Erwin
8	ZS1SA	Rob Bareham
9	ZS1DFR	Dave Reece
10	ZS1SG	Dave Perry
11	ZR1AEU	Fred Karlinski
12	ZS1HJH	Hans-Jurgen Hohlbein
13	ZR1WLH	Wolfgang Hohlbein
14	ZS1FJ	Barry Fletcher
15	ZS1CO	Michael Wolffe
16	ZS1PE	Mike Howell
17	ZR1FR	Dave Smeda
18	ZSLS	Paul Johnson
19	ZS1FP	Mike Schumann
20	ZS1FW	Noel Futter
21	ZR1AF	Brian Young
22	ZS1RIC	Richard Brown
23	ZS1AVN	Adriaan van Niekerk
24	ZS1PXK	Paul Kennedy
25	ZS1HSF	Hugo Friedman
26	ZS1BTD	Brian Dutlow
27	ZR1GFT	Geoff Tyler
28	ZS1TM	Tony McEwen (left early)

Chairman's Report for 2012-2013

Another year another report, I just cannot comprehend how the months fly by and all of a sudden we're here again. Same old same old as they say! Well, what have we done the past twelve months? The monthly meetings have averaged about twenty members in attendance with very few visitors unfortunately, but the presentations have been worthwhile. In fact some have been of very high technical nature and others have been interesting and informative, so, on the whole we have had good balance, and the meetings have been worthwhile.

It is sad that we again did not participate in the field day in February, generally due to lack of interest and member participation. This seems to be the way the club is heading, although the "Flea Market" in March redeemed the lethargy as the meeting was a great success. So much so, it looks as if this "Flea Market" will mushroom into something big, thanks to Rob, ZS1SA, who instigated the event. Another gathering he organised was the "Lighthouse Weekend", which we also enjoyed and in anticipation are looking forward to the next one.

The person that puts in the most effort for the AGM is the club secretary/treasurer and in this instance it is Peter ZS1PMH who has done a sterling job as usual. The financial statements and reports are well presented and looking good. After much cajoling and arm twisting accompanied with some veiled threats he has agreed to remain on the Committee as treasurer and to maintain the club data base, including membership! We appreciate your help Peter!

I would also pay tribute to the other Committee members who are a fine bunch of chaps, and are a pleasure to serve with, notwithstanding their varied personalities. Dave ZS1DFR our resident Doctor and Repeater Working Group representative, who dot's the I's and crosses the T's. Tony, ZS1TM, our teacher and sage. Paul ZS1P XK, our meeting coordinator and Repeater Working Group representative, Danny, our explorer extraordinary, responsible for equipment and maintenance, Dirk, ZS1X our Field Day coordinator and Morse expert, and Shaun, ZS1RA, our roving ambassador. Thanks for all the other things you do too, and also those who do the Bulletins every week.

I thank Deon ZS1ZD who looks after the club's new alarm system and who has volunteered to serve on the new Committee. Talking about the Committee, it was discussed at our last meeting that as we are now in the digital era with all the fancy means of communication via modern devices, that maybe we try and communicate thus and cut down on actual meetings. Time and experience will dictate I'm afraid! However, we will continue to hold our monthly meetings on Saturday afternoons as agreed until further notice.

We again thank Anne for the splendid presentation of Ragchew and the continued high standard every month. Please, we still need more articles from club members. Also, we thank Barry ZS1FJ for auditing our books recently, and agreeing to be the Clubs financial auditor in future. Barry has suggested that a DX fund be started to assist small expeditions as it were. He will advise more on this when he returns later this year.

The CT Net on Monday evenings is popular, and continues to function, but the peculiar thing is that every week the general mix changes with different persons participating. Of course there is the nucleus of a few old diehards. The subjects discussed are varied and surprising but spontaneous nevertheless. At least there is communication as hoped and I'm sure there are many more listeners too who will also join in a later date? Another group I would like to see function is "Slow Morse" as many have indicated their interest. Our membership fees have remained the same as last year, but in the future they will definitely need to be increased.

On a general note, and I include myself here, my great concern is that we as a whole have lost our passion for Amateur radio. I don't know what our actual numbers are, but I assume that we stand at about fifty members and are diminishing as well. Well everybody, that's all from me, thanks for being here and enduring these formalities. If I have missed anything or anyone please forgive me, it was not intentional.

73

Noel ZS1FW, Chairman



**CAPE TOWN AMATEUR RADIO CENTRE
ZS1CT**

INCOME AND EXPENDITURE STATEMENT

For the Period 1 July 2012 to 30 June 2013

2011/2012	INCOME	2012/2013	Notes	% Change
4,225.00	Subscriptions	5,290.00	1	25%
1,385.00	Donations – General	1,840.00	2	33%
480.00	Donations - Fundraising	140.00	3	-71%
390.00	Donations - Repeater Fund	1,890.00	4	385%
0.00	RAE classes	0.00	5	0%
2,648.46	Investment income	2,161.08	6	-18%
1,286.60	Sale of surplus equipment	1,847.00	7	44%
1,504.56	Sales from pub and food	2,932.00	8	95%
<u>11,919.62</u>	TOTAL	<u>16,100.08</u>		35%
	EXPENDITURE			
1,141.92	Bank charges	1,084.85		-5%
0.00	Clubhouse rental	0.00		0%
221.95	Repairs & maintenance	750.00	9	238%
457.00	General expenses	493.50		8%
751.00	SARL & ICASA	1,000.00	10	33%
4,057.73	Insurances	4,085.90		1%
2,314.20	Security system & alarm monitoring	0.00	11	-100%
1,845.24	Meeting expenses	1,869.15		1%
450.00	Special events and field days	2,756.00	12	512%
0.00	Ragchew expenses	0.00		0%
8,260.00	New Equipment Purchases	0.00		-100%
0.00	Depreciation and Write off of equipment	0.00		0%
360.00	Webpage & domain name	360.00		0%
4,001.00	Repeater Workgroup	3,000.00	13	-25%
<u>23,576.64</u>	TOTAL	<u>15,399.40</u>	14	-35%
<u>(11,940.42)</u>	OPERATING SURPLUS/(DEFICIT)	<u>700.68</u>	15	-106%
	Less: Extraordinary below the line adjustment			
<u>(11,940.42)</u>	NETT SURPLUS/(DEFICIT)	<u>700.68</u>		
	APPROPRIATION OF SURPLUSES AND DEFICITS FOR THE YEAR:			
(8,329.42)	General fund	1,910.68	16	
390.00	Repeater fund	1,890.00		
0.00	Reduce ZS1QO Fund to fees	(100.00)		
(4,001.00)	Reduce Repeater Fund	(3,000.00)		
<u>(11,940.42)</u>	TOTAL	<u>700.68</u>		



MOVEMENT OF FUNDS 2013

	Funds			Total
	General	Repeater	ZS1QO	
Opening Balance	66,697.44	2,825.29	700.00	70,222.73
Profit for the year	700.68			700.68
Trf from Repeater fund	3,000.00	(3,000.00)		0.00
Trf to Repeater fund	(1,890.00)	1,890.00		0.00
Member subs paid			(100.00)	(100.00)
Closing Balances	68,508.12	1,715.29	600.00	70,823.41

CAPE TOWN AMATEUR RADIO CENTRE ZS1CT BALANCE SHEET As at 30 June 2013

2011/2012	ACCOUNT	2012/2013	Notes	% Change
70,506.13	Total Funds	70,823.41	17	1%
66,697.44	General Fund	68,508.12		3%
2,825.29	Repeater Fund	1,715.29		-39%
700.00	ZS1QO - Special membership fund	600.00		-14%
-	Subscriptions - prepaid	-		100%
<u>70,222.73</u>	TOTAL	<u>70,823.41</u>		

REPRESENTED BY

1,727.50	Cash in bank: Standard Current	3,713.75	17	115%
66,736.98	Cash in bank: Standard Money Mrkt	65,880.50		-1%
1,227.80	Cash in bank: Standard Call Acc	1,238.36		1%
530.45	Petty Cash	313.80		-41%
-	Accounts outstanding	-		0%
-	Accounts payable	(323.00)		100%
<u>70,222.73</u>	TOTAL	<u>70,823.41</u>		

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

Signed: _____ Date: 27 July 2013

Financial Statements approved by the Hon. Auditor – Barry Fletcher ZS1FJ

Signed: _____ Date: 27 July 2013



NOTES TO THE FINANCIAL STATEMENTS As at 30 June 2013

Physical address
Community Hall
Laidlaw Road
Claremont
Postal address
PO Box 2541
Clareinch
7740
Email:
zs1ct@ctarc.org.za

Whereas the previous reflected an overarching theme of a 'shrinking club' with a rather substantial loss, this year we have once again returned to a break-even scenario, if not a very slight profit.

1. Membership income increased by 25% this year, up from a decline of 11% in the previous year. This is due to a slight increase in the number of new members and the increase of 18% in membership fees. The committee has decided not to adjust membership fees this year and they remain at R100 p.a. with a pensioner's rate of R80.
2. Donations increased by 35% up from the marked decline of 54% in the previous year. We are very grateful for the members' generosity.
3. No raffles were held at meetings this year and the figure reflected here is derived from table fees at the flea market.
4. Contributions towards the repeater fund improved dramatically, not only from the membership but due to two particularly generous donations from ZS1S and ZR1FR. This is great as our repeater fund had become somewhat depleted in the previous year.
5. Once again, no RAE was held at the club. As secretary I have fielded numerous requests for courses and have referred these on to Oakdale and ZS1KC. Perhaps it is time for the CTARC to consider running courses again – especially in the southern suburbs, who find travelling to Bellville difficult.
6. Although interest rates have remained steady during the period under review, investment income as declines as our reserves declined.
7. Sales of surplus equipment increased by 44%. This figure reflects income from the flea market which not only allows us to rid the club of unwanted equipment donated, but also is proving to be a popular social and gathering event.
8. Sale of food and pub is included this year but was not offset against cost of food and bar. However, we made a slight profit this year, as opposed to a loss in previous year. This is due largely to Anne and Rob ZS1SA – to whom we are most grateful.

Expenditure has once again been contained well. The club is frugal, spending on only the essential – with the exception of catered meetings, where we do splash out a little. A few points are highlighted:

9. Maintenance: Some welding was done to burglar bars and the linear was repaired.
10. The club now has a five year licence and club affiliation to the SARL is free. The R1000 reflected here is a donation to the SARL's Antenna Defence Fund.
11. The security system is no longer monitored and a cell-phone system has been purchased that will SMS committee members. However, the system has yet to be installed and this needs urgent committee attention.
12. Special events: This is the cost of sales figure to the income from food and pub sales mentioned in point 8.
13. No new equipment was purchased this year.
14. We contributed R3000 to the Western Cape Repeater Work Group and have only R1715 remaining in that fund, despite our increased income to the fund this year.
15. Total expenditure is down 35% on the previous year which, in essence, means that our expenditure has remained constant as, in the previous year, we had new equipment purchases.
16. However, our income improved and this year we have a slight operating surplus – up 106% from the huge operating loss of the previous year.
17. The movement of funds is as follows: R1'910.68 gets put into our general reserve (whereas R8'329 was taken from the reserve in the previous year). R1'890 goes into the repeater workgroup fund whereas R3'000 comes out of this fund to cover donations made to the WCRWG. Overall the club is in a stable position. The general fund reserve has seen a marginal increase of 3% leaving us with a reserve of R68'508, a healthy position for a club of our size. However, despite vastly improved income to the repeater fund, the club has once again been generous in its support of the WCRWG and this reserve has been further eroded from R2'825 to a mere R1'715 left in the reserve. The club will not really be able to support the WCRWG as generously in the future.
18. The total reserves of R70'823 comprises R3'714 in our cheque account, R67'118 in our two savings accounts and R313 cash on hand. In short, our financial position remains sound.

May I take this opportunity to thank Barry Fletcher ZS1FJ for performing the duty of honorary auditor and for not finding too much fault with my bookkeeping!!

Finally, my personal thanks to the committee whose stewardship of the club is of the highest calibre. And to the members who continue to support the club and the committee, this support is much appreciated.

**Peter Henochsberg ZS1PMH
Secretary & Hon. Treasurer**