



# CAPE TOWN AMATEUR RADIO CENTRE

## MINUTES OF THE 2006 ANNUAL GENERAL MEETING

Held in the Clubhouse at the Round Table Community Centre, Chess Road, Rondebosch  
on Saturday 29<sup>th</sup> July 2006 at 14:00

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### 01 Opening of meeting and apologies

The Chairman, Dave ZS1DFR, welcomed all attending the meeting and the meeting was declared open at 14:30. Thirty-two members were in attendance (listed in Appendix A attached to the minutes, two did not sign register) and there were two visitors and two apologies.

### 02 Confirmation of notice of meeting and quorum

The constitution requires 15% of the membership to be present at an AGM and that notice of the meeting must be given 14 days prior to the event. The Chairman confirmed that notice of the AGM had been sent out on 7<sup>th</sup> July 2006 and that approximately 30% of the membership was in attendance. The constitutional requirements having been met, the AGM was declared quorate and officially open.

### 03 Members and friends who have gone Silent Key

A minute of standing silence was observed for the following club members and friends who had gone silent key in the past year. Members were Keith Hopkins ZS1NO on 1<sup>st</sup> May 2006 and Eddy Farr ZS1FN on 26<sup>th</sup> May 2006. Friends were Rob Nelson ZR1ACR husband of Ros ZS1JS a past chairperson of CTARC, now living in the UK, Reville Fuller ZS1LE, Phil Pansegrow ZS1PAN on 20 July 2006 and Charles (Chuck) Brady N4QBW 23rd July 2006.

### 04 Confirmation of minutes of AGM held on 25th July 2005

The Secretary read the minutes of the previous AGM. They were accepted unanimously without amendment.

Proposed: ZS1FP Mike                      Seconded: ZS1AU Dennis                      Vote: Unanimous

### 05 Matters arising from the minutes                      There were no matters arising.

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

The chairman Dave ZS1DFR read his report which was received with applause and is attached as Appendix B. A vote on the report was held over until item 07 on the agenda.

### 07 Treasurer's report and acceptance of the accounts

The treasurer ZS1PMH Peter presented and spoke to his financial report which was distributed and is attached as Appendix C.

Proposed: ZS1B Bud                      Seconded                      ZS1TQ Tony                      Vote: Unanimous

ZS1ZL Deon proposed a vote of thanks to the treasurer and, as honorary auditor, complimented the treasurer on a job well done. Proposal carried with applause.

### 08 Motions by Treasurer

The treasurer ZS1PMH Peter proposed the following two motions.

Motion 1: That the special reserve fund called "Education Fund" be collapsed and incorporated into the general fund. Motivation: This fund was created by Andrew ZS1AN when he conducted the RAEs because of a commitment by the CTARC to extending education to disadvantaged people. However, with the advent of the Department of Communication's subsidy to identified schools and scholars and because the CTARC conducts the RAE, we are contributing sufficient to RAE extension and should not be obliged to fund it too. Also, the general fund needs replenishing.

Proposed: ZS1TQ – Tony                      Seconded: ZS1APB – Tony. Motion carried unanimously.

Motion 2: The treasurer proposed that the special reserve fund called "Repeater Fund", which has an ever increasing balance, should have its balance reduced and partially transferred to the general fund as the CTARC had not given money to the Repeater Work Group for some years, who seem to be operating well with funds that they raise.

A lengthy debate ensued and many points were raised. However, there were two main points of view: Viewpoint 1: That the fund is held "in trust" for the WCRWG and that we should hand over all the money – expressed predominantly by ZS1ZL - Deon.

Viewpoint 2: That the fund was set up by the CTARC, as its own reserve fund, with a view to assisting the WCRPG which from time to time was short of funds. This viewpoint was expressed predominantly by ZS1B – Bud, who pointed out that he and Dave ZS1SG, both CTARC members, also serve on the WCRWG committee.

It was resolved that: The fund is a club fund and does not belong to the WCRWG. It was further resolved that the secretary should communicate with the RWG and inform them the club has funds available and that, should they be short of funds, they can apply to the CTARC for support. The resolution was put to the vote and carried with 27 votes for, 1 against and 4 abstentions.

#### **09 Presentation of Awards and Trophies.**

**Len Wells Ham Spirit Trophy:** The Chairman called on Dennis Wells ZS1AU to present his trophy donated in memory and honour of his father. It was awarded to Richard ZS1RIC for contribution to the club and amateur radio over a period of time. Dennis ZS1AU made a short speech.

The following trophies were awarded by the Chairman:

**Buck Taylor Club Participation Award** – ZS1ROY James Gardener

**The "Floating Wellie"** for Faithful Attendance – ZR1PT Pete Sheblom

**The CW Novice Award** – renamed as simply the **Novice Award**

Awarded to ZS1EVP Evan Pedlar for exceptional contribution to the club, even though a novice.

**The Baker Trophy** – not awarded

**Rally Support** – not awarded

**Special Certificate** was awarded to ZR1SO Shaun Overmeyer for exceptional contribution to the club in setting up the club station so professionally.

#### **10 SARL Membership**

It was proposed that the CTARC continue its membership of the SARL.

The motion was carried unanimously.

#### **11 Election of Committee**

The chairman Dave ZS1DFR, making himself available for re-election, handed the chair to Allan ZS1AAX who called for nomination for chairman.

Nominee: ZS1DFR Dave Proposed: ZS1APB Tony Seconded: ZS1GRM Gerald

There were no other nominations and unanimous acceptance. Having been duly elected, Dave resumed the chairmanship of the meeting.

The chairman suggested that we continue to combine the portfolios of secretary and treasurer and called for nomination.

Nominee: ZS1PMH Peter Proposed: ZS1APB Tony Seconded: ZS1ROY James

There were no other nominations and he was duly elected.

The remainder of the committee were proposed en bloc. They were: Bud ZS1B, Shaun ZR1SO, Tony ZR1T, Evan ZS1EVP and Paul ZR1PXX.

A nomination was made from the floor but was withdrawn as the nomination had not been made timeously. However, the committee has powers of cooption and would consider further nominations at a later date. The committee was voted en bloc unanimously.

The appointment of Honorary Auditors : ZS1ZL Deon and as an alternate ZS1FJ Barry were proposed by ZR1SO Shaun and seconded by ZS1APB Tony. Accepted with applause.

#### **12 Election of Working Committee and Bank Signatory Mandates**

The chairman, secretary and treasurer automatically form the Working Committee. For the purpose of making financial management easier, with two signatories, the following additional members were nominated to the Working Committee and would also have signing power on the bank account

ZS1B Bud Proposed: ZS1ROY James Seconded: ZR1MCB Michelle

ZR1SO Shaun Proposed: ZS1PMH Peter Seconded: ZS1SSB Sharief

The vote was unanimous

#### **13 Other business** None

#### **14 Votes of thanks**

ZS1AU Dennis proposed a vote of thanks to the Chairman ZS1DFR Dave and the entire committee. Carried with applause.

#### **15 Close**

The meeting closed at 16:00 with thanks and greetings from the Chairman. A social was held after the meeting where a hot meal was served thanks to the efforts of Shahida, the YL of ZR1SO. It was enjoyed by all.

Chairman: .....  
Dave Reece ZS1DFR

Date: 28<sup>th</sup> July 2007

## 2006 CTARC AGM Attendance Register

### Members

1. ZS1PMH – Peter Henochsberg
2. ZS1DVR – Dave Reece
3. ZS1EVP – Evan Pedlar
4. ZS1B – Bud Voortman
5. ZR1T – Tony McEwen
6. ZS1AU – Dennis Wells
7. ZS1EVP – Mike Schumann
8. ZS1JM – Theo McDuling
9. ZS1AAX – Allan Smith
10. ZS1FW – Noel Futter
11. ZS1HSF – Hugo Friedman
12. ZS1RIC – Richard Brown
13. ZS1SG – Dave Perry
14. ZR1SO – Shaun Overmeyer
15. ZS1ZL – Deon Erwin
16. ZR1PXK – Paul Kennedy
17. ZS1PI – Errol Levendal
18. ZS1GPL – Graham Lambert
19. ZS1TQ – Tony Kuhn
20. ZS1IKP – Ian Bassett
21. ZR1MCB – Michele Bassett
22. ZS1GRM – Gerald Meneses
23. ZS1KY – Kenny Appolis
24. ZS1SSB – Sharief Osman
25. ZR1PT – Pete Sheblom
26. ZS1ROY – James Gardener
27. ZS1ZD – Nick Curwell
28. ZS1ZOO – Geoff Posner
29. ZS1AFE – Rob Bareham
30. ZS1APB – Tony Baard

### Apologies

1. ZS1PT – Pete Burnham
2. ZS1BW – Bernie Crockford

### Visitors

1. ZS1IT Francois van Greunen
2. Ian Gilmour

Two members who attended did not sign the register

## CHAIRMAN'S REPORT 2006

### REPORT OF THE ADMINISTRATIVE SUB-COMMITTEE

In contrast to 2005, 2006 has been a very busy and active year, with lots happening in the club, and many developments. My wish last year that we would fortify our position and fulfil our plans to activate the club and come on the air, has been well and truly met. The club has also grown with some 10 new members joining us this year, one resigning, and the silent keys already mentioned.

Our committee has made a very happy group, working well together and achieving a lot. I'll mention our achievements in the report. However, we were very sorry to lose Joop Hesp, who relocated to Div 6 about 2 months ago, before the committee year had ended. We are very grateful to him for his very helpful attitude, enormously generous donations to the club, and wisdom shown during our club meetings and committee meetings. To you Joop, we say *Bon Voyage* and a happy retired life in the Far North.

Our meetings were faithfully attended by our many regulars, with an average of 21 members, 3 visitors, and about 6 apologies on each occasion. In passing, the clubhouse may prove to become too small a venue if numbers increase at our meetings. Well, that's wishful thinking, and I for one would be very pleased if we had to move our meetings to the hall again, as in the past.

Subjects covered at the monthly meetings included:

A discussion of Ohm's Law, SWR and antennas, by Joop Hesp;  
 The design of a low cost synthesised dual band CW transceiver, by Andrew Roos;  
 Sailing in the Caribbean – an ultimate field station, by Deon Erwen;  
 Our end-of-year function, a marvellous afternoon braai and flea market hosted by Peter Henochsberg and Shaun Overmeyer;  
 Winlink 2000, as explained by John Titterton;  
 The principles of DX-ing, by Dennis Wells;  
 The set-up in a computerised shack, by Joop Hesp;  
 An overview of the SARL and its AGM, by Henry Chamberlain;  
 A light-hearted quiz, by me; and,  
 Working DX on the Low Frequency Bands, by Raoul Coetzee.

Teas and refreshments were ably supplied by Peter Henochsberg, and the committee as a whole stayed after the meetings and helped clear up the clubhouse. Good camaraderie was enjoyed by us in this way. A cash bar was instituted at the end-of-year function, and this will be repeated at future special events as a way of supplementing our coffers by a small amount. Raffles were held at our meetings, kindly organised by Paul Kennedy, and our general funds were swelled somewhat.

Probably just as well, because this has turned out to be an expensive year, as our treasurer will explain to you just now. Expensive because we have taken the steps you see around you to modernise the clubhouse and set up an operational radio station. To this end, we purchased Barry Fletcher's entire tower assembly from Andrew, ZS1AN, who in turn got it all from Barry when he left to go to Singapore, as well as a large amount of second hand, but in good condition, oak furniture from Shaun's work place, and this has been installed as you see at the operating positions.

And it is at this stage that I'd like to pay tribute to the hard work of Shaun Overmeyer and his band of merry workers, in the persons of Richard Brown, ZS1RIC, James Gardner, ZS1ROY, and Peter Sheblom, ZR1PT, helped by various other members, who mounted the tower on the previous concrete base, resonated the beam, installed the coax, and the rotator, suitably repaired by Bud, and then furnished the clubhouse with trunking, coax, power cables, and earthing. This has been a labour of love, and has cost these members many hours of weekend time. They have given freely of their time and donated many small items and services, and I think we owe them a huge debt of gratitude (applause). Thank you fellows! Your work will not go unnoticed, nor be easily forgotten.

Your club's ZS assessors have been busy during the year, too, helping to upgrade ZR licensees to ZS status. We were sorry to lose Andrew Roos ZS1AN to ZS6 land, where he has taken the call-sign ZS6AAA, and so have only three assessors in the club. However, that is not proving too much of a problem, because Oakdale and Boland have several assessors we can call upon if needed. Welcome to all the new ZS call-signs, and may you enjoy, even more, your exposure to the HF bands.

CTARC continued to supply the main news bulletin of the Western Cape week, as well as read the SARL HQ bulletin beforehand, and supplied the portal for a swap shop each week, and a call-in to give everybody a chance to test their rigs. Thank you to Alan ZS1AAX, on 40 metres, and Gerald ZS1GRM, on 80 metres, for relaying our bulletins off the 2 metre repeater each Sunday. Your devotion to duty has also not gone unnoticed.

Ragchew is even more of a masterpiece than it was last year, and our thanks go to Shaun and his merry band of contributors for a very readable read each month. Those of you with Email are lucky to get a Ragchew in colour each month. Thanks to Evan for organising the printing of the hard copies that go out to those of you without Email facilities as well as the posting thereof.

Field Day events were well supported by our club, with two field day stations running together in February. We also set up a station for the Youth Day function on the 16<sup>th</sup> June, but the youngster we had expected didn't pitch up, and so we used the day profitably to carry on refitting the clubhouse.

At the AGM of the SARL this year three of our members were highly commended. Honorary life member Dennis Wells was also accorded Honorary Life Membership of the SARL, and Honorary Life Member Dave Perry was decorated with the Willie Wilson Gold Badge for services rendered to the League and his fellow Ham. Furthermore Gerald Meneses was awarded the Jack Twine Merit Award for services to his fellow amateur. All awards richly deserved, and we congratulate you all on your achievements.

Evan Pedlar, in his first year of committee membership accepted the onerous task of conducting an RAE course for about 14 students of the Cape Academy of Maths Science and Technology, and sundry others, but the pass mark and standard of exam paper snookered everybody in the land, and the usual pass rate of about 75 to 80 percent dropped to less than 45% around the country. We, the committee have taken this matter up with the examining moderators, feeling that the RAE and its exam should be an encouraging portal of entry to the hobby, and not a discouraging obstruction to newcomers. Learned argument has been put forward and we wait to see if marks can be adjusted still. The students all agreed that Evan's lecturing skills were first class, and we the rest of the committee salute you Evan, and hope you are not too discouraged yourself by the turn of events. Thank you for your time offered up in this cause.

The Cape Academy of Maths Science and Technology was taken under our wing this year, and a 2 metre station installed there, with equipment donated by an anonymous donor. This same donor has donated his HF and 6 metre rigs, power supplies, and even a tilt over tower, which we hope to raise at the school in the next year. This will give the group of students a marvellous station for the future. The Department of Communications has so far not been forthcoming with their promise of equipment for the school, and I think we must not wait for them, but go ahead as planned.

I would like to end this report by mentioning each committee member in turn, and thanking them for their huge contribution to keeping the club running well. Our supremely efficient Secretary/Treasurer, Peter Henochsberg, is owed a very big thanks from everybody for holding the group together so well. Shaun Overmeyer, has run Ragchew and the club renovations like well-oiled clockwork, Bud Voortman, has done his bit for Field Day events, bulletins and technical advice, Joop Hesp did likewise with his bulletins, meeting subjects and generous donations of equipment, Tony Mcewen has done bulletins and bulletin rosters for us, Paul Kennedy has done raffles for us, worked at Field Days and helped at the school, and, last but by no means least, Evan Pedlar has run the RAE course, and been our minute's secretary at all our meetings. A chairman could not have had a finer group of ready hands! Thank you all.

My thanks also go to you the members for supporting us, paying your subs, and keeping the Cape Town Amateur Radio Centre's flag flying high. Let's do it again this coming year, shall we?!

73 Dave Reece ZS1DFR  
Chairman: CTARC

29 July 2006



**CAPE TOWN AMATEUR RADIO CENTRE  
ZS1CT**

**INCOME AND EXPENDITURE STATEMENT**

For the Period 1 July 2005 to 30 June 2006

2004/2005	INCOME	2005/2006	Notes	% Change
5,290.00	Subscriptions	5,250.00	1	(1%)
6,532.00	Donations - General	1,015.00	2	(84%)
1,826.00	Donations - Fundraising	390.90		(79%)
510.00	Donations - Repeater Fund	465.00	3	(9%)
1,200.00	RAE classes	400.00	4	(67%)
1,667.33	Investment income	19,531.37	5	1071%
150.00	Sundry Income	0.00		(100%)
<b>17,175.33</b>	<b>TOTAL</b>	<b>27,052.27</b>		<b>58%</b>
	<b>EXPENDITURE</b>			
605.89	Bank charges	825.41		36%
0.00	Clubhouse rental	0.00		0%
313.65	Repairs & maintenance	6,829.04		2077%
1,494.87	General expenses	1,551.15		4%
354.00	SARL & ICASA	354.00		0%
3,034.63	Insurances	3,519.63		16%
0.00	Security system & alarm monitoring	2,813.01		100%
2,096.69	Meeting expenses	2,273.57		8%
1,009.95	Ragchew expenses	932.95		(8%)
0.00	Webpage & domain name	360.00		100%
0.00	Repeater Workgroup	0.00		0%
<b>8,909.68</b>	<b>TOTAL</b>	<b>19,458.76</b>	6	<b>118%</b>
<b>8,265.65</b>	<b>OPERATING SURPLUS/(DEFICIT)</b>	<b>7,593.51</b>	7	<b>(8%)</b>
0.00	Less: Extraordinary below the line adjustment	0.00		
<b>8,265.65</b>	<b>NETT SURPLUS/(DEFICIT)</b>	<b>7,593.51</b>		
	<b>APPROPRIATION OF SURPLUSES AND DEFICITS FOR THE YEAR:</b>			
6,555.65	General fund	7,128.51	7	
510.00	Repeater fund	465.00	3	
1,200.00	Youth and education fund	0.00		
<b>8,265.65</b>	<b>TOTAL</b>	<b>7,593.51</b>		



## CAPE TOWN AMATEUR RADIO CENTRE

### ZS1CT

#### BALANCE SHEET

As at 30 June 2006

2004/2005	ACCOUNT	2005/2006	Notes	% Change
37,058.25	General Fund	44,186.76		19%
5,358.79	Repeater Fund	5,823.79	3	9%
4,034.39	Youth & Education	4,034.39		0%
800.00	ZS1QO - Special membership fund	800.00		0%
0.00	Creditor – Toyota Furniture	1,100.00		100%
110.00	Subscriptions - prepaid	460.00		318%
<b><u>47,361.43</u></b>	<b>TOTAL</b>	<b><u>56,404.94</u></b>		<b>19%</b>

#### REPRESENTED BY

364.66	Standard Bank - Current	766.25	
21,228.83	Standard Bank - Money Market	21,643.37	
1,026.46	Standard Bank - Call	1,036.78	
162.55	Petty Cash	208.06	
434.00	Shares: Absa - book value	0.00	5
23,664.93	Radio and Club Equipment	32,564.93	8
0.00	Pub stock on hand	155.55	
450.00	Debtor	0.00	
30.00	Eskom Deposit	30.00	
<b><u>47,361.43</u></b>	<b>TOTAL</b>	<b><u>56,404.94</u></b>	

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

Signed:  Date: 29 July 2006

Financial Statements approved by the Hon. Chairman - Dave Reece ZS1DFR

Signed:  Date: 29 July 2006

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

Signed:  Date: 29 July 2006



## NOTES TO THE FINANCIAL STATEMENTS As at 30 June 2006

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1. Membership fee income between this year and last has stayed much the same, as has our total membership numbers. The committee has decided, for the third year running, not to increase the membership fee this coming year.
2. Donations appear to be down considerably but are in fact only slightly down when the extraordinary donation of R5000 from Klaus ZS1QO last year is discounted.
3. The Repeater Fund received donations of R465 (R510 last year). No contributions were made to the Western Cape Repeater Work Group this year and this amount was applied to the reserve.
4. Evan ZS1EVP – conducted an excellent RAE course but, nationally, the results were poor. Most of those attending the course were school students who are on the Dept. of Communication subsidised programme. We made only R400 out of the sale of manuals.
5. The income on investment shows a 1071% increase over last year because of the sale of our 217 Absa Bank Shares, as decided at last year's AGM, which we reflected with a book value of R434. This sale realised a profit of R18'082 when Barclays Bank bought shares in Absa. Thus the actual interest on savings was only R1449, slightly down on last year's investment income.
6. Club expenditure has rocketed this year due to the following five factors: a) the costs associated with the erection of the tower and beam; b) the costs associated with refurbishing the club house and setting up a permanent station; c) the cost of installing a burglar alarm system monitored by radio link; d) the increased cost of insurance; and e) the cost of maintaining our own web domain [www.ctarc.org.za](http://www.ctarc.org.za). Apart from this, the other incidental costs were contained. The club is deeply indebted to ZR1SO - Shaun, ZS1RIC - Richard, ZS1ROY - James and ZR1PT - Peter for the excellent job done putting up the tower and refurbishing the club house.
7. With all our windfall income minus our extraordinarily large expenditure, the club saw a drop in operating surplus of only 10%, although we had an increase in surplus to our general fund, but a decrease in revenue to our "special reserve" funds. This is pretty good going.
8. This year we purchased a frequency counter for R800, the Wilson Tower for a mere R4500 and a Force 12 beam for a mere R2500. Then we also got fantastic bargains in furniture for the club house in the form of 3 oak desks, 5 oak credenzas and 2 office swivel chairs each item for a mere R100 each. This deal was arranged through Shaun ZR1SO and Toyota SA.
9. Finally a general comment, looking to the year ahead. This year saw extraordinary income and extraordinary expenditure – which is unlikely to repeat in the new financial year. Removing these factors from the equation, the club does not earn sufficient income from its fees to cover its expenditure. This is a worrying factor. Despite this, the committee thought it prudent to keep the annual subscription at R60 per annum. The rest of our expected deficit will need to be funded by fundraising events and donations. We are therefore appealing to anybody who can manage to contribute more than the basic fee to please donate generously. Your support is much needed and will be very much appreciated.

**Peter Henochsberg ZS1PMH – Hon. Treasurer**