



CAPE TOWN AMATEUR RADIO CENTRE

A Member Club of the South African Radio League

NOTICE OF MEETING

**THE ANNUAL GENERAL MEETING OF THE CAPE TOWN
AMATEUR RADIO CENTRE WILL BE HELD AT THE ROUND TABLE
COMMUNITY CENTRE, LAIDLAW ROAD RONDEBOSCH
AT 14:00 ON SATURDAY 26th JULY 2008**

AGENDA

- 01 Opening of meeting and apologies
- 02 Confirmation of notice of meeting and quorum
- 03 Silent Keys
- 04 Confirmation of minutes of Annual General Meeting held on 28th July 2007
- 05 Matters arising from the minutes
- 06 Report of the Administrative Sub Committee (Chairman's Report)
- 07 Treasurer's report and approval of the accounts
- 08 Presentation of Awards and Trophies.
- 09 SARL Membership
- 10 Election of office bearers and Activity Convenors (*See note 1)
- 11 Election of Working Committee and Bank Signatory Mandates
- 12 Appointment of Honorary Auditor
- 13 Other business (** See note 2)
- 14 Votes of thanks
- 15 Close of meeting

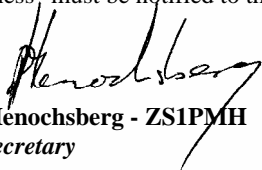
* Note 1: NOMINATIONS

In terms of the Constitution, nominations will only be valid if confirmed by the nominee at the meeting personally, or in writing from the nominee in their absence.

** Note 2 OTHER BUSINESS

In terms of the Constitution, items to be raised under "Other business" must be notified to the Secretary in writing not less than 7 days before the A.G.M.

Meeting duly called on 10th July 2008


Peter Henochoberg - ZS1PMH
Hon. Secretary

NB

If you have not yet done so, please renew your membership.
A membership renewal form is enclosed for your convenience.

Cape Town Amateur Radio Centre

P. O. Box 2541 CLAREINCH 7740



CAPE TOWN AMATEUR RADIO CENTRE

MINUTES OF THE 2007 ANNUAL GENERAL MEETING

Held in the Clubhouse at the Round Table Community Centre, Chess Road, Rondebosch
on Saturday 28th July 2007 at 14:00

01 OPENING OF MEETING AND APOLOGIES

The Chairman, Dave (ZS1DFR), welcomed all attending and declared the meeting open at 14h25. Four proxies were received from ZS1MCB, ZS1IKB, ZR1ABY and ZR1PT. The meeting was attended by twenty seven (27) members and one (1) visitor who were present in person. Apologies were received from 9 members. (Listed in Appendix A attached)

02 CONFIRMATION OF NOTICE OF MEETING AND QUORUM

Notice of the meeting had been sent out on 14 July 2007 and with 27 members and 4 proxies in attendance a quorum was duly established.

03 MINUTES SILENCE FOR THE FOLLOWING SILENT KEYS

Tribute was paid to ZS1B Bud Voortman for his considerable contribution to the club and a minutes silence was observed to mark his going silent key on 17 August 2006.

04 CONFIRMATION OF MINUTES OF THE AGM HELD ON 29th JULY 2006

The minutes were accepted as a true reflection of the meeting and were accepted unanimously.

05 MATTERS ARISING FROM THE MINUTES

None

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.

07 TREASURERS 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: ZS1TQ Tony Seconded ZS1APB Tony and was accepted unanimously.

08 PRESENTATION OF AWARDS AND TROPHIES

The following trophies and awards were presented by the chairman to the applause of the members:

- Len Wells Ham Spirit Trophy – ZS1AU Dennis Wells (who had tendered his apologies)
- Buck Taylor Club Participation Award – ZR1PT Pete Sheblom
- The "Floating Wellie" for Faithful Attendance – ZS1FP Mike Schumann
- The Baker Trophy – ZS1DDK Dave de Kock
- Rally Support – ZU1R Robin Poggenpoel
- The Novice Award – ZR1DAS Dorian

09 SARL MEMBERSHIP

The SARL membership of the CTARC was discussed and it was voted unanimously that this should be renewed.

10 ELECTION OF OFFICE BEARERS AND ACTIVITY CONVENORS

The Chairman stood down and the election was conducted by Allan Smith ZS1AAX.

The following members were proposed as the Office Bearers for the CTARC, all were proposed by Hans ZS1HA, seconded by Klaus ZS1QO and unanimously accepted by all present:

- o ZS1DFR Dave Reece (Chairman)
- o ZS1PMH Peter Henochsberg (Treasurer/Secretary)

ZS1DFR resumed the Chairmanship and proposed that ZS1RA Shaun Overmeyer be accepted as the Vice Chairman for the CTARC – this was unanimously accepted by all present.

The following members were proposed as the Activity Convenors for the CTARC, all were proposed, seconded and unanimously accepted by all present: ZS1FW Noel Futter, ZS1ROY James Gardner, ZR1T Tony McEwan, ZS1EVP Evan Pedlar and ZR1PXK Paul Kennedy

11 ELECTION OF WORKING COMMITTEE AND BANK SIGNATORY MANDATES

The following members were proposed, seconded and unanimously accepted by all present:
Chair Dave ZS1DFR, Vice-chair Shaun ZS1RA, Treasurer/Secretary Peter ZS1PMH, and additional member Evan ZS1EVP

12 APPOINTMENT OF HONORARY AUDITOR

ZS1ZL Deon Erwin and ZS1FJ Barry Fletcher were nominated as the Honorary Auditors for the CTARC for the forthcoming year. These nominations were unanimously accepted by all.

13 OTHER BUSINESS

None.

14 VOTES OF THANKS

A vote of thanks was extended to the outgoing committee, the organisers of the AGM and the members for their ongoing support of the CTARC.

15 CLOSURE

The meeting was closed by the Chairman at 15h35 and all were thanked for their attendance.

Signed:

Date: 26th July 2008

Dave Reece ZS1DFR
CTARC Chairman

2007 CTARC AGM Attendance Register

Members

1. ZS1EVP – Evan Pedlar
2. ZS1FW – Noel Futter
3. ZS1AFE – Rob Bareham
4. ZS1FP – Mike Schumann
5. ZS1PE – Mike Howell
6. ZS1HA – Hans Moolenschot
7. ZS1RIC – Richard Brown
8. ZS1ACH – Maurice Drinkwater
9. ZS1GE – Paul Schmitt
10. ZS1AAX – Allan Smith
11. ZS1TM – Tony McEwen
12. ZS1RA – Shaun Overmeyer
13. ZS1MP – Buddy McCallum
14. ZS1QO – Klaus Knopf
15. ZSL – Danny Blanckenberg
16. ZR1PXK – Paul Kennedy
17. ZU1R – Robin Poggenpoel
18. ZS1DAS – Dorian Siemssen
19. ZS1APB – Tony Baard
20. ZS1DDK – Dave de Kock
21. ZS1ZL – Deon Erwin
22. ZS1HSF – Hugo Friedman
23. ZS1HAY – Hans Oosterhuis
24. ZS1DFR – Dave Reece
25. ZS1TQ – Tony Kuhn
26. ZS1PMH – Peter Henochsberg
27. ZS1ROY – James Gardener

Apologies

1. ZS1MCB – Michele Bassett proxy given to ZS1DFR
2. ZS1IKP – Ian Bassett proxy given to ZS1DFR
3. ZS1ABY – Monty Breytenbach proxy given to ZS1PMH
4. ZR1PT – Pete Sheblom gave proxy to ZS1PMH
5. ZS1AU – Dennis Wells
6. ZS1PI – Errol Levendal
7. ZS1PT – Pete Burnham
8. ZS1OA – Peter Saul
9. ZS1BR – Paul Johnson

Visitors

1. ZS1FCS – Fred Scheepers

Chairman's Report For the Period 1 July 2006 to 30 June 2007

Greetings to you all on this the 2007 AGM of the CTARC. Thanks for coming and spending your Saturday afternoon with us. I hope you'll stay afterwards for a bit of s ragchew with old pals, and some refreshments.

The CTARC has had another bumper year, with lots achieved, and great cause for satisfaction. We have held our head high in amateur radio circles in the Western Cape, and hopefully will continue to do so in the 2008 year. We have continued the work started by our previous committee in developing the clubhouse into a working station, and comfortable to occupy.

Let me start by welcoming the 6 new members we have gained since last I read a report. We are happy to have Sameer Vasta, Dorian Siemsen, Fred Ziss, Peter Jackson, Robin Poggenpoel and Danny Blanckenberg with us, in no particular order of preference, and hope your stay with us will be long and fruitful.

I'd like to pay immediate tribute to the outgoing committee for their hard work in their various portfolios, and for their help in portfolios not actually apportioned to them. The fellows have been keen to help all round.

Peter Henochsberg, our ever diligent secretary and treasurer, who has held the committee together, held the purse-strings safely, and kept a steady head when we needed careful decisions about matters monetary. Thank you Peter!

Shaun Overmeyer, our very experienced and skilled Ragchew editor, and general factotum, who masterminded the revamp of the clubhouse, organised the furnishings for us, and did most of the work himself. Not only that, he produced our exceedingly polished Ragchew each month, and then to cap it all, helped organise his own DXpedition to Lesotho, which I'll mention later on again. Shaun, you are a wizard, and we would be lost without you!

Noel Futter, our technical advisor, whose gentle style always contributed to the level-headed decision making in the committee, and who is always available when a hand is needed to complete a project. Thank you Noel.

Evan Pedlar, our resident engineer, competent lecturer for the RAE, and minute secretary for the committee meetings. Evan, thank you for continuing to be willing to run the RAE courses for hopeful new licencees. Thank you too for seeing to the printing and distribution of the hard copies of Ragchew.

Tony McEwen, learned bulletin and roster supervisor, and advisor on matters legal, even when he was unwell, and subjected to some medical treatment this year. Thank you Tony.

And Paul Kennedy and James Gardener, our two trusted Field Event and Special Event coordinators, who were on hand to help with Lighthouse weekend, HF Field Day, and general installation work about the clubhouse, particularly when it came to bringing down and raising the tower. James, I don't want to suggest that your truck was more important than you were(!), let's just say that we couldn't have done it all without you.

I want at this stage to pay a special tribute to the late Dr Bud Voortman, whose key went silent soon after the beginning of this committee year. As the years had caught up with him, Bud's general health had slowly deteriorated, and he must have had a premonition that he did not have long to go, because he carefully dealt with, and catalogued, all his amateur radio possessions, and allocated them all to the club and various recipients in the event of his passing. We were all terribly shocked when he collapsed and died all within about 24 hours, a few days before last year's Light House Weekend, even while he was busy organising it. In typical Bud fashion, it was all so well organised, that the committee had no hesitation in continuing to run the event in his memory. And it all went off very well.

Your club was very well represented at his funeral, and the hams provided a guard of honour as his coffin was transferred to the hearse after the ceremony. We have maintained contact with his wife Vorne, and were happy to see her here with us at the end-of-year party last year.

The CTARC benefited very greatly from Bud's radio estate, and we were able to take over large quantities of equipment from his shack, which some of us helped dismantle and distribute. I'd like to thank Peter, Tony, and Tom Ambrose, for helping me in this matter. In fact, they did the lion's share of the work, and I'm very grateful to them! Well, we quickly realised that we would never be able to use all of the equipment Bud had left us, and so have held two fleamarkets to reduce what we have stored, and raise funds for the club. Again, we are greatly indebted to Bud for his generosity shown towards the club. Bud's contribution to amateur radio in South Africa was enormous, and we were lucky to have benefited from the last several years of his life, as he advised and helped us in matters technical, constitutional, and legal. It still seems strange to realise that he is not going to come in at these doors and make his presence felt anymore.

The club held a monthly meeting on the fourth Monday of each month and subject matter covered included:

- A description of the Winlog programme by John ZS1JNT
- A home brew telescopic mast by Noel ZS1FW
- Satellites and the night sky, by Greg ZS1BI
- Measuring antenna currents by Klaus ZS1QO
- A network analyser by Hans-Jurgen ZS1HJH
- A discussion of the earthing of the shack by ZS1EVP
- A Description of the 7P8DX dxpedition by Shaun ZS1RA
- General advice on Logkeeping by Maurice ZS1ACH
- A very happy end-of-year function hosted by Peter ZS1PMH
- And last and least a general knowledge quiz by me

Thank you to the various speakers we were lucky to entertain, and hopefully, we will see you back again with pearls of wisdom on other subjects soon.

The meetings were attended on average by 21,7 people, but interestingly enough, 55% of the club attended at some stage of the year or other. Nice going, and I encourage you all please to keep it up.

The clubhouse continued to be re-organised and take shape, and we are further indebted to Shaun, James, Paul, Peter, Peter Sheblom, and new member Danny Blanckenberg, for helping to put two further antennas on our tower. It now looks splendid with 3 beams, Barry's Force 12 C3, a donation on permanent loan from Barry in the form of a 3 element WARC band Yagi, and a 6 metre beam as well. There was enough coax in stock to bring cables down from the tower, and everything is connected up to the clubhouse. Further work still to be done, includes installing a 3 element 2 metre beam and a 70 cm beam on a rotator, and putting up a W3DZZ for the topbands. Our radio equipment is in good working order, and our clubhouse is bursting with radio equipment at present. Other items in the pipeline are a new fridge, and some more wiring to get power to the workbench opposite the radio station. On behalf of you all, I'd like to say a very big thank you to Shaun and his merry men on a great job well done.

We hold the Western Cape diary together with our bulletins transmitted on Sunday mornings, and I hope you are all industrious enough to get up early on a Sunday morning to listen attentively to all we transmit! Thank you to

the committee for taking turns to do the work while everybody else lies in bed and listens with half an ear! Swop shop continues to work, and much equipment changed hands and was disposed of during the year. Yet another benefit to you to be had from supporting the CTARC!

I have already mentioned the sterling work of the editorial committee who produce ragchew each month, and say a big thank you to Shaun for spending large amounts of time every month stringing that all together. Thank you to our regular technical contributors, without whom, Ragchew wouldn't be the 10 to 12 page interesting read it always is. We hope you will continue to contribute material for our journal.

Evan Pedlar is again to be thanked for his contribution to the running of the RAE, twice since the last AGM. In spite of very careful tutoring and extra sessions for ICASA regulations, the October group last year were not very successful in gaining their ZR licences, so rewrote in March this year, this time the ZU or class B licence, and we gained about 12 new ZU's. We plan to run classes again this year for the October RAE, so if you have any potential candidates for the exam, please contact us soon, because the lectures will start in August. Thank you to Evan for giving up your Tuesday evening each week in the cause.

There are some ZU operators now at the CAMST, and they have been heard on 2 metres at their school break or after school in the afternoons. We hope to help one or two write the ZR, and will put on a presentation for the scholars to see if we can interest some more to write the exam this year.

Another Light House weekend will soon be upon us, and another HF Field Day, and before you know it, the end of year party will be upon us. We hope you will join us on all those occasions.

All in all, the club has had a happy year, and looks forward to another happy year of hamming, hopefully with slightly better Solar Flux figures to improve propagation somewhat. I hope you have enjoyed your association with the CTARC and will continue to remain a valuable member and asset to the club.

My grateful thanks to all who have contributed to the smooth running of the club, making my small contribution so much easier.

My parting call to you all is to be proud of your hobby, be willing to impart your knowledge of your hobby to new comers, and be able to say at the end of the next year "I helped at least one new person into this wonderful hobby of ours!"

Thank you
Dave Reece ZS1DFR
Chairman: CTARC

28 July 2007



**CAPE TOWN AMATEUR RADIO CENTRE
ZS1CT**

INCOME AND EXPENDITURE STATEMENT

For the Period 1 July 2006 to 30 June 2007

2005/2006	INCOME	2006/2007	Notes	% Change
5,250.00	Subscriptions	5,080.00	1	(3%)
1,015.00	Donations - General	3,055.00	2	201%
390.90	Donations - Fundraising	6,004.15	3	1436%
465.00	Donations - Repeater Fund	830.00	4	78%
400.00	RAE classes	480.00	5	20%
19,531.37	Investment income	1,767.80	6	(91%)
0.00	Sale of Club's surplus equipment	2,420.00	7	(100%)
<u>27,052.27</u>	TOTAL	<u>19,636.95</u>		(27%)
	EXPENDITURE			
825.41	Bank charges	695.15		(16%)
0.00	Clubhouse rental	0.00		0%
6,829.04	Repairs & maintenance	875.39		(87%)
1,551.15	General expenses	1,179.11		(24%)
354.00	SARL & ICASA	359.00		1%
3,519.63	Insurances	3,621.02		3%
2,813.01	Security system & alarm monitoring	832.20		(70%)
2,273.57	Meeting expenses	2,729.26		20%
932.95	Ragchew expenses	143.05		(85%)
0.00	Depreciation & Write off of equipment	2'000.00	7	100%
360.00	Webpage & domain name	360.00		0%
0.00	Repeater Workgroup	0.00		0%
<u>19,458.76</u>	TOTAL	<u>12,794.18</u>	8	(34%)
<u>7,593.51</u>	OPERATING SURPLUS/(DEFICIT)	<u>6,842.77</u>	9	(10%)
0.00	Less: Extraordinary below the line adjustment	0.00		
<u>7,593.51</u>	NETT SURPLUS/(DEFICIT)	<u>6,842.77</u>		
	APPROPRIATION OF SURPLUSES AND DEFICITS FOR THE YEAR:			
7,128.51	General fund	6,012.77		
465.00	Repeater fund	830.00		
<u>7,593.51</u>	TOTAL	<u>6,842.77</u>		



CAPE TOWN AMATEUR RADIO CENTRE

ZS1CT

BALANCE SHEET

As at 30 June 2007

2005/2006	ACCOUNT	2006/2007	Notes	% Change
44,186.76	General Fund	54,698.92		24%
5,823.79	Repeater Fund	6,188.79	4	6%
4,034.39	Youth & Education	0.00	10	(100%)
800.00	ZS1QO - Special membership fund	800.00		0%
1,100.00	Creditor – Toyota Furniture	0.00		(100%)
460.00	Subscriptions - prepaid	0.00		(100%)
56,404.94	TOTAL	61,687.71		19%

REPRESENTED BY

766.25	Cash in bank: Standard Current	3,503.58	12	357%
21,643.37	Cash in bank: Standard Money Mrkt	26,379.73	12	22%
1,036.78	Cash in bank: Standard Call Acc	1,067.07	12	3%
208.06	Petty Cash	399.35	12	92%
32,564.93	Radio and Club Equipment	29,844.93	7 & 11	(8%)
155.55	Pub stock on hand	493.05		217%
0.00	Debtor	0.00	11	0%
30.00	Eskom Deposit	0.00		(100%)
56,404.94	TOTAL	61,687.71		9%

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

Signed:  Date: 28 July 2007

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

Signed:  Date: 28 July 2007

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

Signed:  Date: 28 July 2007



NOTES TO THE FINANCIAL STATEMENTS As at 30 June 2007

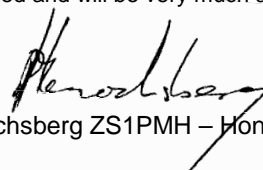
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Secretary: 022 485-7281

1. Membership fee income between this year and last has stayed much the same, although we did see a slight drop in membership numbers with some not renewing while others joined. The committee has decided, for the fourth year running, not to increase the membership fee this coming year.
2. Donations are up nicely from last year as we did a special appeal for contributions towards club refurbishment. Max – ZS1MAX, in particular, is thanked for his generous donation of R1200.
3. Fundraising was very successful this year due to the end of year flea market held in November '06 a second one in May '07. The money raised from ZS1B's estate for alone is R3204. Ragchew adverts raised a futher R1050. The balance is from the raffles at the meetings.
4. The Repeater Fund received donations of R830 (R465 last year). This fund now has a reserve of R6'189. No contributions were made to the Western Cape Repeater Work Group this year and this amount was applied to the reserve.
5. Evan ZS1EVP once again conducted a RAE course and we received R120 from the SARL and Dept. of Communication for each successful candidate. Thanks Evan for your efforts.
6. Investment income is down considerably from last year when we sold our ABSA shares. However, with investment in a Marketlinked account, we got a reasonable interest rate.
7. The club sold surplus equipment and in particular the lattice tower which we purchased for R2000 but only managed to sell for R1500. However, this was still a good deal as the original arrangement with the tower was a swop deal between the club, ZS1AN and ZS1FJ and the, when ZS1AN left Cape Town, we did another swop deal and got the Wilson tower valued at about R35'000 for a mere R4000. The R2000 was written back out of assets (below the line entry) and was written off as a depreciation/write off of assets (above the line entry).
8. Club expenditure has very well contained this year compared to last year when we did major alterations to the shack. Meeting costs have increased as we have been more active and held more events and meetings. However, Ragchew costs have decreased significantly as we swoped copying for advertising. Thus our costs have decreased by 34% this year.
9. Although we had 27% less income this year over last year (which had the windfall of the ABSA share sales), we managed to decrease our expenditure this year by 34% which made our net surplus only 10% less than last year – but none the less, it is still a surplus which means that the club made a profit. This is pretty good going.
10. The only asset we purchased this year was a fold up latter for R380. However, the asset value has decreased because we wrote of R2000 purchase value for the tower (which was sold for R1500) and we wrote back R1100 of furniture as we owed the money for purchase of the furniture but this debt was forgiven. Thanks Shaun ZS1RA and Toyota. However, the resalve value of our assets is minimal and, from next year, we will begin to depreciate the assets – which we have not done till now.
11. In line with the decision taken at the 2006 AGM, the Youth Fund was absorbed into the General Fund.
12. Our only real assets in the club is the cash that we have. We currently have R31'349 of which R6'188 is a reserver for in the Repeater Fund. Thus the club's asset value is really only cash reserves of R25'161.
13. Finally a general comment, looking to the year ahead. We are still in a position where the club does not earn sufficient income from its fees to cover its expenditure and this puts a burden on the committee to keep fund raising. This is a worrying factor. Despite this, the committee thought it prudent to keep the annual subscription at R60 per annum. We therefore appeal 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