

<b>Observatory Civic Association ManCom Meeting</b>			
<b>Meeting Date</b>	1 <sup>st</sup> October 2019	<b>Time</b>	18:00
<b>Minutes By</b>	Leslie London	<b>Chairperson</b>	Tauriq
<b>Register present</b>	De Vos, Sheila, Leslie, Edwin, Tauriq, Andy, Thembaletu		
<b>Apologies</b>	Joy, Marc		
<b>No Apologies</b>	Eden, Kine, Pauli		
<b>Guests</b>	Two new members were welcomed: Duncan, Laura		
<b>ADMINISTRATION</b>			
Topic	Responsible	Timeframe	
<b>1. WELCOME AND APOLOGIES</b> Members were welcomed. Meeting was noted as quorate.			
<b>2. ACCEPTANCE OF THE MINUTES for August:</b> Leslie moved acceptance, Sheila seconded			
<b>3. MATTERS ARISING</b> <ul style="list-style-type: none"> <li>To consult a lawyer re lease for the Car Park – Joy away so carry over</li> <li>Both Andy and Kine have joined on line – but forms haven't reached Sheila.</li> <li>Kine and Andy will be accepted as members as soon as we can locate the membership off the web. Thembaletu indicated he will submit membership tomorrow.</li> <li>Kine indicated she would take on the Social Issues</li> <li>Obs Community Centre – still to follow up OCC meeting to adopt a new constitution.</li> <li>Appointment of Des Brown as our accountant – Joy away</li> <li>Meeting with the Mayor: Tauriq raised this at the CAPP meeting, Mayor agreed to visit Observatory; to be raised at Ward Forum tomorrow to confirm date</li> </ul>	Joy Joy, Sheila Joy, Shela Thembaletu to join  Edwin, Tauriq  Joy to confirm  Tauriq	To report at next meeting By Friday  End October  Next meeting tomorrow	
<b>4. AGM</b> was set for the 5 <sup>th</sup> Nov. Agreed to change date to 19 <sup>th</sup> Nov with first new Man Comm on 26 <sup>th</sup> Nov. Task team to organise AGM consist of Edwin, Tauriq, Leslie and Sheila (membership). Anyone else welcome. (See tasks at end of the minutes.)	Task team	To report at next meeting	
<b>5. Financials</b> were presented by Edwin on behalf of Joy. Item under legal fees should not be reflected as legal fees but for mediation. Leslie proposed adoption, Edwin seconded			
<b>6. Car Park</b> De Vos still awaiting meeting with Deon Franken. As soon as Joy is back, the motor will be paid for an replaced.			
<b>7. Constitution</b> Noted the SGM held on 3 <sup>rd</sup> September adopted the constitution.			
<b>8. Admin Assistant</b> Sheila and Edwin to review the three applications and make a recommendation to Man Comm; to decide by email; in the interim JP will continue on an ad hoc basis.	Sheila and Edwin	By next week	
<b>9. Membership</b> Sheila said we have about 120 members; few new members have joined; Declined application by River Club; Sheila will quote reasons out of the minutes to them			
<b>10. Portfolio: A&amp;H</b> Supported alterations Lwr Scott Rd, 15 Anson (Lodge) 37 Dane St not supported, 333 Lower Main departures not supported; Objected to demolitions for Collingwood			

Other properties in process; Marine will continue coordinating responses; Andy and Marine to streamline how applications come in. Challenges: lack of dedicated email address creates confusion, creates delays; unauthorised building works. Drop box being set up; Sheila to liaise with Andy to coordinate developments map. Andy to check that Kirsten Burgess is still updating the map	Edwin will sort out the email  Andy	By Friday  By Friday
<b>11. Portfolios – Arts &amp; Culture</b> Could not organise heritage day event – planned for artists to get together; Suggested we can still have an event like that later this year. Many other suggestions: Cirraaj Rasool to speak about memorialisation; also June Bam could be a speaker; Thembaletu follow up the suggestions from Janet’s meeting; LDG has an Afrikaburn board to develop a board game on development. Agreed Thembaletu will consider all suggestions and report at next meeting	Thembaletu	report at next meeting
<b>12. Portfolios - LDG</b> Liesbeek Action Committee set up following objections; info to follow LDG and A&H holding 2 <sup>nd</sup> workshop on LSDP. OBSID appears to be doing a similar process. Both Jodi and Amanda were part of our last discussion. Leslie will talk to Amanda to avoid duplication.	Leslie	Friday
<b>13. Ward Forum – Tauriq</b> will send out his report after the WF meeting tomorrow. Andrea from Woodstock has added bylaw to agenda, and Mayoral visit. Tauriq to raise (a) inconsistency of notifications of noise exemptions; (b) liquor licensing and get it into the Ward Committee minutes.	Tauriq	Tomorrow
<b>14. Portfolios – Social Issues</b> Kine will take on the Social Issues portfolio		
<b>15. Portfolios – Liquor licenses</b> Sheila will approach Vicki Heard to get involved, continue liaising with Carolyn		
<b>16. TRUPA</b> Ministerial Heritage Tribunal meeting on 18 <sup>th</sup> , any new information should be submitted by 15 <sup>th</sup> ; Leslie and Tauriq to liaise about new information to be submitted. Riedwaan Hendrickse submitted a report on Khoi heritage to DPWT. TRUPA workshop Thurs 3 <sup>rd</sup> on River Club	Leslie, Tauriq  Tauriq to share report	Monday  Monday
<b>17. CAPP</b> Met with the Mayor 23 <sup>rd</sup> Sept; Mayor agreed in principle to discuss but the officials with his were quite defensive. In the end there was an agreement that the City would share information with us; organise a workshop with CAPP to review the bylaw; and invite CAPP into future Public Participation reviews. The CAPP working group met earlier. A press release will go out; agreed to put on the Ward Forum agenda tomorrow; seminar planned for UWC later in Oct		
The meeting closed at 8.01 pm. The next meeting is scheduled for October 29 <sup>th</sup> , 6.00pm.		

The AGM Task Team will assist with:

Membership registration, and checks	Getting an independent election officer
Announcements of the date, and media propagation	Printing of all materials for the meeting
Collection and sending out the reports	Advertise need for membership to be renewed
Advertising, receiving and verifying nominations, proxies	Booking of OCC venue and ensuring the availability of equipment like screen, projector (tested before hand')
Sourcing volunteers for table duties on the day	Etc, etc ...