



DRAFT MINUTES

2nd Annual General Meeting

Friday, 10 August 2018 starting at 09h30

River Crossing Lodge, Windhoek, Namibia

Present	Apologies
<p>ExCo</p> <ul style="list-style-type: none"> Charles Loots - Otjikoto Trust Malan Lindeque – Conservation scientist Maxi Louis - Namibian Association of Community Based Natural Resource Management (CBNRM) Support Organizations Steve Galloway – Businessman Chris Brown - Sustainable Solutions Trust (NCE CEO) <p>Members</p> <ul style="list-style-type: none"> Cheetah Conservation Fund Development Workshop Namibia Eco-Awards Namibia Eco-Logic Environmental Management Consulting CC Environmental Compliance Consultancy Gobabeb Research and Training Center Greenspace Integrated Rural Development and Nature Conservation Leibniz Institute for Zoo and Wildlife Research Namib Desert Environmental Education Trust (Proxy) Namibia Animal Rehabilitation Research & Education Centre Namibia Bird Club Namibia Nature Foundation Namibia Professional Hunting Association Namibian Environment & Wildlife Society Namibian Hydrogeological Association NamibRand Nature Reserve 	<p>ExCo</p> <ul style="list-style-type: none"> Frauke Kreitz - Namibian Environment & Wildlife Society Morgan Hauptfleisch - Namibia University of Science & Technology Stephan Bezuidenhout- Environmental Compliance Consultancy <p>Members</p> <ul style="list-style-type: none"> Africat Foundation African Conservation Services Agra Limited (ProVision) Ashby Associates CC ASpeiser Environmental Consultants Botanical Society Brown Hyena Research Project Trust Fund Desert Elephant Conservation Desert Lion Conservation Trust EduVentures Trust Environmental Assessment Professionals of Namibia Earthlife Namibia EnviroScience (Antje Burke) Frank Bockmühl Giraffe Conservation Foundation JARO Consultancy Jo Tagg Kwando Carnivore Project (Lise Hanssen) Lima Maartens Michael Sinvula Lukubwe

<p>Research and Information Services of Namibia Save The Rhino Trust Seeis Conservancy Southern African Institute for Environmental Assessment (Namibia) (Proxy) Venture Publications (Pty) Ltd</p> <p>Other Henriette Krohne-Frey – NCE Office Manager Uwe Wolf- PKF/ FCS Auditors</p>	<p>Mountain Zebra Project (Morris Gosling) Naankuse Foundation Namibia Biomass Industry Group Namibia Scientific Society Ongava Game Reserve Progress Namibia TAS cc Rare & Endangered Species Trust Scientific Society Swakopmund Seabirds and Marine Ecosystems (Jessica Kemper) SLR Environmental Consulting SunCycles Electrics Namibia CC Tosco Wild Bird Rescue (Sonja Bartlewski)</p>
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AGENDA ITEM	DISCUSSION	DECISION	ACTION POINTS
1. Welcome and introduction by the Chairperson	The Chairperson welcomed all present		
2. Presence of a Quorum		Quorum present	
3. Presence and Apologies		Present: 25 Members Apologies: 33 Members	
4. Approval of Agenda		Agenda approved with no additions	
5. Minutes of 1st AGM 4.1 Correctness 4.2 Matters arising	No corrections <ul style="list-style-type: none"> All ExCo Minutes may be viewed at the NCE office. The membership policy to be revised. 	Minutes approved	Minutes to be signed All ExCo Minutes are on the NCE website. Done

	<ul style="list-style-type: none"> • NCE membership to be adjusted as per revised membership policy. • An independent auditor to be appointed. • Stephan Bezuidenhout appointed to ExCo. • Plastic campaign. 		<p>Done</p> <p>Done (PKF/ FCS Auditors)</p> <p>Done</p> <p>MET developed Solid Waste Management Strategy & Advisory Panel on which NCE serves – legislation under development for single-use plastics</p>
6. Chief Executive Officer's report	The annual report presented by the CEO was approved. Please see attached.		
7. Presentation of the audited financial statements for the period 1 July 2016 to 30 June 2017 and 1 July 2017 to 30 June 2018	<p>The statements were circulated and reviewed by the executive committee.</p> <p>The auditor, Mr Uwe Wolf, senior partner of PKF/ FCS Auditors, presented the financial statements for the year ending 30 June 2017 and for the year ending 30 June 2018. There were no issues and the audits were unqualified.</p>	Annual financial statements for 2017 and 2018 accepted with one amendment.	The auditor to change the wording from 'profit' to 'surplus'. Annual Financial Statements for 2017 and 2018 to be signed and put on the NCE website
8. Appointment of auditors for the year 2018/2019	PKF/ FCS Auditors nominated and approved.	Noted.	
9. Ratify admission of new Members	Membership currently stands at 58 members.	All new members were accepted unanimously.	There is a need for a co-opted member from the Ministry of Environment and Tourism.

<p>10. To consider, and if necessary nominate Executive Committee Members</p>	<p>Maxi Louis and Frauke Kreitz completed their two-year terms on ExCo. Maxi made herself available for re-election for a second term and was dully accepted. Frauke decided not to stand for a second term. She was thanked for her dedication, support and active participation during her time as executive committee member.</p> <p>John Pallett of NEWS (a founder member) was nominated to replace Frauke.</p> <p>There were no further nominations.</p>	<p>John Pallet to join ExCo</p>	<p>Update contact details of ExCo</p>
<p>11. Any other business</p>	<p>Membership of IUCN</p>	<p>The NCE is currently unable to join IUCN as a three-year track record is required. At three years, the NCE to submit its credentials.</p>	
<p>12. Closing comments by the Chairperson and Vote of Thank</p>	<p>The Chairman thanked everyone present and closed the meeting at 11h45.</p>		

C Loots
Chairperson

C Brown
Chief Executive Officer