



DRAFT MINUTES

3rd Annual General Meeting

Friday, 09 August at 09h30

Lemon Tree Restaurant & Conference Center, 18 Liliencron Street, Windhoek, Namibia

Present:

ExCo

Chris Brown - Sustainable Solutions Trust
Charles Loots - Otjikoto Trust
Maxi Louis - NACSO
John Pallett - NEWS
Steve Galloway – Businessman
Morgan Hauptfleisch - NUST

Members

Ashby Associates CC
A Speiser Environmental Consultants (Proxy: C Brown)
Botanical Society
Development Workshop Namibia
Eco- Awards Namibia
EduVentures Trust
Environmental Assessment Professionals of Namibia
Environmental Compliance Consultancy
Felines Communication and Conservation
Greenspace
Integrated Rural Development and Nature Conservation
Leibniz Institute for Zoo and Wildlife Research
LM Environmental Consulting (Proxy: A Ashby)
Naankuse Foundation
Namibian Association of CBNRM Support Organizations
Namib Desert Environmental Education Trust

Namibia Animal Rehabilitation Research & Education
Centre
Namibia Bird Club
Namibia Nature Foundation
Namibia Professional Hunters Association
Namibia Scientific Society
Namibian Environment & Wildlife Society
Research and Information Services of Namibia
NamibRand Nature Reserve
Rooikat Trust
Save The Rhino Trust
Southern African Institute for Environmental Assessment
SunCycles Electrics Namibia CC
Tosco
Venture Publications (Pty) Ltd

Other

HB Bookkeeping Services: Hester Berg
Office Manager- Henriette Krohne

Apologies:

ExCo

Malan Lindeque – Environmental Scientist
Stephan Bezuidenhout - Environmental Compliance
Consultancy

Members

Africat Foundation

African Conservation Services
 Agra Limited (ProVision)
 Ben Strohbach
 Brown Hyena Research Project Trust Fund
 Cheetah Conservation Fund
 Desert Elephant Conservation
 Desert Lion Conservation Trust
 Eco-Logic Environmental Management Consulting CC
 Earthlife Namibia
 EnviroScience (Antje Burke)
 Frank Bockmühl
 Giraffe Conservation Foundation
 Gobabeb Research and Training Center
 JARO Consultancy
 John Irish
 Kwando Carnivore Project (Lise Hansen)

Maria Aletta Bell
 Michael Sinvula Lukubwe
 Mountain Zebra Project (Morris Gosling)
 Namibia Biomass Industry Group
 Namibian Hydrogeological Association
 Nyae Nyae Development Foundation of Namibia
 Oana Namibia
 Ongava Game Reserve
 Progress Namibia TAS cc
 Rare & Endangered Species Trust
 Research and Information Services of Namibia
 Scientific Society Swakopmund
 Seabirds and Marine Ecosystems (Jessica Kemper)
 Seeis Conservancy
 SLR Environmental Consulting
 Wild Bird Rescue (Sonja Bartlewski)

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: 31 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 • The auditor to change the wording from 'profit' to 'surplus'.	Minutes approved	Minutes to be signed. Done

	<ul style="list-style-type: none"> • AFS's for 2017 and 2018 to be signed and put on the NCE website • There is a need for a co-opted member from the Ministry of Environment and Tourism. 		<p>Done</p> <p>Pending</p>
6. Chief Executive Officer's report	The report presented by the CEO was approved. Please see attached.	<p>Agreed that there should be an opportunity for all Interns from all Members to get together.</p> <p>Should organize a bi-monthly "campfire" get together for all NCE Members.</p>	<p>OM to arrange: All interns from NCE and its members to have a get-together.</p> <p>OM to arrange bi-monthly campfire communications between members.</p>
7. Presentation of the audited financial statements for the period 1 July 2018 to 30 June 2019	<p>The statements were circulated and reviewed by the executive committee.</p> <p>The bookkeeper presented the financial statements for the year ending 30 June 2019 and 2018/2019 audit findings. There were no issues and the audit was unqualified.</p>	Annual financial statements for 2018 /2019 accepted.	OM to put financial statements on NCE website
8. Appointment of auditors for the year 2019/2020	PKF/ FCS nominated and approved.	Noted.	
9. Ratify admission of new Members	Membership currently stands at 64 members.	<p>Five (5) full members submitted for approval:</p> <p>Four (4) members accepted unanimously.</p> <p>One (1) full member pending.</p> <p>Three (3) associate members submitted for approval:</p>	<p>Namibia Red Cross Society to be discussed at the next ExCo meeting.</p> <p>A separate category be explored for social NGO's.</p> <p>If NCE is to consider purely social organisations as</p>

		All associate members accepted unanimously.	potential members, the NCE Constitution may need to be amended.
10. To consider, and if necessary, nominate Executive Committee Members	<p>Chris Brown and Charles Loots completed their one-year term on ExCo. Chris Brown and Charles Loots made themselves available for re-election for a third term and was duly accepted.</p> <p>Stephan Bezuidenhoudt completed his two-year term on ExCo. SB made himself available for re-election for a second term and was duly accepted.</p> <p>There were no further nominations.</p>	The current ExCo will remain firm.	For future ExCo, more youths as well as females to be considered.
11. Any other business	None		
12. Closing comments by the chairperson and Vote of Thank	The Chairman thanked everyone present and closed the meeting at 13h45.		

C Loots
Chairperson

C Brown
Chief Executive Officer