Renet at vanwyklegal-co-za email Date Wed, Jun 26, 2024 at 8h54 AM

From: **Renet van Wyk** <renet@vanwyklegal.co.za>
Date: Wed, Jun 26, 2024 at 8:54 AM
Subject: RE DRAFT minutes 5 Jun 24 for INPUT AND COMMENTS BY ALL EXCO MEMBERS
To: Nico van der Merwe <vdmnico@mweb.co.za>, info@mlpora.co.za <info@mlpora.co.za>, Anya Calantzis <anya@superultra.co>, martin.brutten@gmail.com <martin.brutten@gmail.com>, Lukas 465 [O: Ziaad Abrahams | T: Alwyn Potgieter] <ziaad007@gmail.com>, ore.odunsi@gmail.com <ore.odunsi@gmail.com>
Cc: Dean Gillespie <gillespiecaptain@hotmail.com>, Ormonde 42 [Neville & Leone Hessel | Catherine Lineker] <healing.ts@gmail.com>, chaplogc@gmail.com <chaplogc@gmail.com>

RE DRAFT minutes 5 Jun 24 for INPUT AND COMMENTS BY ALL EXCO MEMBERS Inbox ×

B **Renet van Wyk** 8:54 AM (48 minutes ago)
to Nico, info@mlpora.co.za, Anya, martin.brutten@gmail.com, Lukas, ore.odunsi@gmail.com, Dean, Ormonde, me

Dear Exco,

I obtained the draft minute of 5 June 2024 as taken by Dean who volunteered at that meeting to take the minute – see annexed.
Please compare this with the extended minute of 5 June 2024 as redrafted by the VC – also annexed.

The two minutes differ significantly in that the VC made voluminous and emotive additions to Dean's draft minute that require to be removed.
I suggest we don't expend time on debating the details of what the VC extended to Dean's draft minute.

The fact of the matter is that the correct protocol was not followed by the VC.
She incorrectly circulated her redraft of Dean's draft minute when the correct protocol would have been to circulate Dean's draft minute for further comments.

I herewith object to the redrafted minutes as circulated by the VC, which should be discarded altogether.
I would like to table that Dean's draft minutes of the meeting held on 5 June 2024 be circulated for further comments by all exco members.

I also object to the VC continuing with any of the following duties:

1. Keeping the minutes of the exco meetings, given the above that shows a disregard for the correct protocol.
2. Circulating the minutes, given the disregard she showed to exclude the Chair in circulating the minutes of 5 June 2024.
3. Standing in for the Chair at exco meetings as shown by the redrafted minutes she circulated of the meeting held on 5 June 2024.

Kind Regards / Groetes, / Keya a leboga

RENET VAN WYK
BLC, LLB, LLM (Law of Contract) (UP)
Attorney / Notary / Conveyancer

VAN WYK
ATTORNEYS
ATTORNEYS–CONVEYANCERS–NOTARIES

VAN WYK ATTORNEYS
ATTORNEYS–CONVEYANCERS–NOTARIES

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Address: 468 Berea Street, Muckleneuk, Pretoria
Docex: Van Wyk Attorneys, Docex 40, Pretoria
Web: www.vanwyklegal.co.za

From: Carol Chaplog <chaplogc@gmail.com>
Sent: Wednesday, June 19, 2024 3:34 PM
To: mlpora <info@mlpora.co.za>; Anya Calantzis <anya@superultra.co>; Renet van Wyk <renet@vanwyklegal.co.za>; Dean Gillespie <gillespiecaptain@hotmail.com>; Ormonde 42 [Neville & Leone Hessel | Catherine Lineker] <healing.ts@gmail.com>; Smith 243 [Martin & Elizna Brutten] <martin.brutten@gmail.com>; Oreofe Odunsi <ore.odunsi@gmail.com>; Carol Chaplog <chaplogc@gmail.com>; Lukas 465 [O: Ziaad Abrahams | T: Alwyn Potgieter] <ziaad007@gmail.com>
Subject: DRAFT minutes 5Jun24 for ATTENDEE INPUT and COMMENT(s)

Afternoon Colleagues.
1. Attached please find the draft minutest. Kindly add your further input/comments/corrections so that I can update and send a FINAL draft to all members for consideration at the next meeting. They are longish but I thought this is safer to prompt memories then we can finalise a shorter but accurate version for the record. MARTIN I have highlighted your comments for ease to run your finger down...hope it helps.
2. The next meeting is scheduled for 3 July 2024. I noticed the setdown was indicated for 18h00 but kindly advise is this is doable. Alternatively, I prefer 18h30 just to accommodate those traveling in after work.
3. Could we but could we kindly reserve more time for our meetings so that we can get through everything without wasting time. I am also proposing that we have alternate on-line meetings in-between the face-to-face as this will allow us a bit more catch-up time. Please let me know then I will pursue a Zoom or Microsoft Teams link. Ziaad, not sure if Wednesdays will now work for you but if not please indicate as my understanding was that it was the ex-Secretary who had a problem to accommodate with alternative days?
4. I am also attaching a draft ACTION LIST for updates of the portfolio reports PLEASE...I think we did not get to all of them for the meetings indicated. Kindly update if you can recall important developments that should have been reported for those meetings so be can have a complete records to fall back on in the future.
5. I will pick out all the MATTERS ARISING from the minutes of the last 3 meetings and add those next week for your consideration before calling for agenda items for the next meeting.
6. I am proposing that we invite the ex-Secretary for a session outside of our scheduled meetings e.g next week Wednesday pending your availability - please suggest alternatives should this time/date not suit you.

Dean and Neville, thank you again for your contributions and all of EXCO for your time and dedication.

Geraldene

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3 Attachments • Scanned by Gmail

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DEAN Minutes of ...

VC

MINUTES FOR AN EXECUTIVE COMMITTEE MEETING
MUCKLENEUK LUKASRAND PROPERTY OWNERS AND RESIDENTS ASSOCIATION
(The "ASSOCIATION")
Date: 5 June2024 Time: 18h30 Venue: Café 41, Groenkloof

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1. MEMBERS:

Member	Role	PORTFOLIO
Nico vd Merwe: vdmnico@mweb.co.za	**Chairperson**	**?**
Geraldene Chaplog-Louw: chaplogc@gmail.com	**Vice-Chairperson:**	**Gov. & Unity**
Vacant	**Secretary**	Secretarial Support
To be assigned		Membership Administration
Vacant		Strategic Communication
Ziaad Abrahams: ziaad007@gmail.com	**Treasurer**	**Finance**
Renet van Wyk: renet@vanwyklegal.co.za		**Town Planning & Land Use**
Anya Calantzis: anya@superultra.co		**Caring**
Martin Brütten: martin.brutten@gmail.com		**Parks & Pave**
Dean Gillespie: gillespiecaptain@hotmail.com		**Residential Safety**
Neville Hessel: nevmed@telkomsa.net		**Maintenance**
Orè Odunsi: ore.odunsi@gmail.com		WA Communication
Wendy Isaacs-Martin: wjmartis@gmail.com		TBA

2. APOLOGIES:

Chairperson: Nico vd Merwe: vdmnico@mweb.co.za
Orè Odunsi: ore.odunsi@gmail.com
Wendy Isaacs-Martin: wjmartis@gmail.com

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3.	**OPENING AND WELCOME**
3.1	The Vice Chair **welcomed** all attendees.
3.3	The **VC** requested further inputs before the meeting confirmed the **Agenda.**
3.4	**Apologies** were acknowledged as per 2 above
3.5	The meeting **Quorated** in terms of clause 8(f)(iii) of the Constitution - seven (7) members remained in attendance for the duration of the meeting
4.	**Approval of minutes and Matters Arising**
4.1	**Approval of the previous minutes** ○ 3 April 2024 and 8 May 2024 The VC reiterated her objection to the two sets of minutes and ruled that the minutes must **stand-over** for further inputs and approval at the next meeting of 3 July 2024.
4.2	**Matters arising [Action List] from meeting**: ○ 3 April 2024 and 8 May 2024 **Stand-over**
5.	**Ratification - WA or e-Mail Resolutions decisions**
5.1	None tabled.

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VC

6.	Urgent Matters
6.1	6.1.1 **AGM minutes** VC enquired regarding the whereabouts of the AGM minutes and was advised to follow-up with **ex-Secretary** Yvette Loots **[** yvette@yellowjacket.co.za] 6.1.2 **Secretarial Handover - Completed** **Renet van Wyk** informed the meeting that she does not have capacity to assist with the Secretarial portfolio and accordingly relinquishes her earlier undertaking with immediate effect. The VC commended her for speaking out. The VC clarified her strong objection regarding how this arrangement was came to be. She informed the meeting that based on the report given in the meeting of 3 April that **Town Planning and Land Use** must be split as the work load of Town Planning does not leave spare capacity for Land Use matters, the push to take on Secretarial functions was illogical and ill advised to start off with. The VC stressed that it would be irresponsible of EXCO to re-create the same **risks of implosion** where one member becomes the central and pivotal resource to carry additional roles on top of existing substratum responsibilities. The VC confirmed that she has capacity to look after key secretarial support in the interim together with Governance and Unity. 6.1.3 **Communications Hand-over Competed** **Martin** raised concerns regarding a community member who had posted an unkind Afrikaans message late in the evening. The meeting identified that our vulnerability on the WA groups remain especially as Orè is not fluent in Afrikaans to spot abusive language immediately. The VC asked other members to consider volunteering to be added to the **ADMIN group** so that a lookout roster could be put in place. The VC then confirmed her availability and also undertook to touch base with Orè to offer further assistance to ease the workload assigned to her. Renet mentioned that consultant services through the **ex-Secretary** is available and she had asked for an opportunity to present her business proposal to EXCO. The VC responded that it is important for EXCO to firstly understand what all the tasks performed by the ex-secretary was towards shaping the recruitment drive for new members and/or sub-committee members and then urgently get more hands on deck from the community. This will enable that EXCO can make an assessment whether the services offered by the ex-Secretary will be full or part solution for the needs of MLPORA when she presents her business case. 6.1.4 **Hand-over of historic MLPORA information and records[electronic and physical] - Incomplete** ○ The VC pointed out that she had initially enquired about the MLPORA records but no response was received to date. She asked the members to indicate where e.g. the MLPORA webmaster details, email and other databases, records of survey(s) and commissioned studies, equipment (if any], strategy documents etc. was kept so that it can be accessed and secured for posterity. ○ Renet indicated that the **ex-Secretary** was the engine room of MLPORA and all records and information [electronic and otherwise] was kept by her exclusively]. **Martin** proposed that the VC approach the ex-Secretary to secure these records. ○ The VC agreed to compile a list and approach the ex-Secretary to confirm existence and facilitate access. 6.1.5 **Declaration of interests in business venture of ex-Secretary** ○ Renet tabled declaration of interest in the business venture started by the ex-Secretary, Yvette Loots [yvette@yellowjacket.co.za] on behalf of herself and the Chair, Mr. Nico van der Merwe. ○ The VC commented that when these declarations were registered at the previous meeting the Chair indicated that the APP was initially developed for MLPORA and this aspect is yet to be unpacked and fully understood.

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	o Ziaad commented that Standard Operating Procedures[SOPs] must be developed to set out a working framework for EXCO members. 6.1.6 **Vacancies** o Ziaad pointed out that the constitution is silent regarding election procedure(s) to fill in-year vacancies of the office bearers as well as other EXCO members. The VC enquired how this was done in the past. Renet responded that it was not necessary to recruit to have 12 members and it was difficult to find volunteers. She pointed out that EXCO achieved a lot last year with fewer members and this model should continue. o Neville pointed out that 12 members are required as per the constitution. The VC asserted that it is necessary to firstly define the skills sets required and then to make the effort to recruit up to 12 members and/or add to sub-committees. o The meeting agreed that filling the vacancy in the Communications portfolio with the requisite skills set is most urgent. It was pointed out that this is critical as this portfolio must develop and cultivate messaging to generate donations from community members and businesses to ensure funding is available to support the work of MLPORA.
7.	**Portfolio Reports**
7.1	**Finance – Treasurer Report** 7.1.1 Ziaad indicated that the accounting records was handed over to him as **Treasurer** and that he subsequently had a meeting with the Chair and the ex-secretary to discuss his portfolio. He reported that he was informed that there was agreement to open a new bank account and transition the old ABSA bank over a few months to ensure that members can update their debit order instructions before finally closing it. He undertook to shop around and make a recommendation to EXCO as soon as possible. Neville advised that he should look into FNB has they have packages that included a free accounting system. 7.1.2 Ziaad also alerted the meeting that the signatories on the ABSA account are ex-officials who are no longer involved in MLPORA committees and that this poses an inherent risk. 7.1.3 Ziaad reported that he is in discussion with **Alzane** who will be performing the **bookkeeping** function whereas he will perform final reviews before finalizing the AFS towards managing the risk of '*self-review*'. 7.1.4 He also pointed out that the invoicing system runs on a separate system linked to the **membership** database, which must still be integrated with the **SAGE f**inancial system. Ziaad enquired regarding the safety measures and security of the MLPORA database and whether it has been subjected to audit. **Martin** indicated that the ex-secretary had all these aspects in hand but that the VC should add this to the list of items she will be discussing with the ex-Secretary. 7.1.5 The Treasurer informed the meeting that the collection of membership fees and following up on payments/arear payments does not fall within his portfolio but resides with the membership portfolio that the ex-Secretary managed very well. The VC pointed out that this aspect needs immediate attention as the ex-Secretary reported that the system has not been updated hence persons who had paid are receiving annoying reminders. She undertook to follow-up. 7.1.6 The Treasurer confirmed that he would be tabling management account at meeting going forward as circulation of financial information poses a risk. 7.1.7 Ziaad asked each portfolio to indicate their budgetary needs before the next meeting so that he can submit the budget proposal for discussion and prioritization at the next meeting.

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	7.1.8 Ziaad also commented that once all the budgetary needs have been identified, it might become possible for EXCO to consider engaging the ex- Secretary as a consultant.
7.2	**Parks and Pavement** ○ Martin discussed the "speed kills wall" at the west bottom turn of Mears street along the rail track, which is a concrete wall of over 100m. ○ He indicated that Anya had submitted a beautiful design for the wall that has since been approved. ○ Martin also confirmed that he has successfully secured a donation of paint for the project but has not been able to interest the high schools to participate in the painting project. ○ A discussion ensued as to whether the community could do it as a Mandela day project. ○ Martin was of the opinion that it would be better for a professional to be engaged as it will require a lot of individual time and entail considerable community effort to complete the work successfully.
7.3	**Caring** ○ Anya commented on the success of last Saturday's Quintet in the Park, held at the Commons, which celebrated long-standing residents. ○ She acknowledged Inga Wilkinson of the Commons, for her collaboration and assistance. ○ Anya also reminded the Treasurer to pay over the R500 donation from MLPORA towards the upkeep of the Commons precinct.
7.4	**Town Planning** 7.4.1 **Renet** reported that MLPORA is running into resistance with Tshwane's Town Planning Dept. 7.4.2 With regards to funding to lodge appeals with Tshwane, she indicated that she had been trying to rally the affected residents directly to solicit contributions e.g. against the planned boarding house at 570 Sibelius Street but have not been successful in this regard. 7.4.3 The meeting emphasized that the **Town Planning portfolio** is the mainstay of the MLPORA service offering and that its budgetary requirements must be prioritised in the MLPORA financials. 7.4.4 The meeting requested **Renet** to submit her budgetary and other requirements as a matter of urgency and EXCO undertook to consider further initiatives to raise funds for the Town Planning portfolio.
7.5	**Maintenance** 7.5.1 Neville presented his framework for the Maintenance Portfolio as follows: ○ Focus on MLPORA infrastructure requirements ○ Maintenance support to vulnerable elderly residents 7.5.2 EXCO expressed their appreciation for the proposed initiatives in the Maintenance Portfolio and offered to assist with information and needs that may require attention in this regard.
7.6	**Safety and Security** 7.6.1 Dean proposed a number of changes to the Safety platform towards reducing the multiple reporting or patrol routes by security companies that has become a source of irritation to the community. Residents have been complaining about being disturbed at night and that the reporting are veiled advertising which is deemed to be unfair.

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	○ Dean drew attention to the fact that "*Freeloaders*" within the community who do not have their own security service providers were wasting resources by continually requesting security services to check out people in vehicle, dogs barking, and shadows in the night. He pointed out that over the past four years not one of these requests had turned out to be a real threat. ○ He also pointed out the potential security risk to include non-residents in the security group and that the vetting process must be tightened. ○ Dean recommended that all security firms be removed from the platform and that only their Operations Centre or a single operational representative are allowed to be listed. 7.6.2 After discussion, the EXCO agreed and approved the course of action as suggested by Dean. 7.6.3 Dean provided background to the shooting incident that occurred on Tuesday night of 21 May 2024 in upper Loveday/Devenish in Muckleneuk. 7.6.4 Dean was of the opinion that the incident was a result of an epic intelligence and planning failure. Dean asserted that security parties involved in the incident had been in possession of surveillance information [colour, make and registration details of vehicle] for some time, but chose not to forewarn the community of the pending threat. In confronting the suspects, the security company was ambushed and a shootout between the suspects and the security patrol officer ensued. The security provider was outgunned, outnumbered and had clearly underestimated the reaction of the suspects who was armed with heavy calibre assault rifles and pistols. Although no one was seriously injured or killed on site, the security vehicle was hit and a number of buildings and a private vehicle belonging to a resident were damaged. 7.6.5 Dean asserted that the actions of the security company was reckless as they placed more emphasis on Law Enforcement, rather than prioritising the safety of the community. He pointed out that no one except the South African Police had the jurisdiction to conduct interdict operations, arrest, investigate and prosecute. 7.6.6 Dean also expressed the opinion that by not forewarning the community, residents were placed in harm's way and that the question of civil liability of security service providers acting without due care must be considered. 7.6.7 Dean requested approval form the Committee to launch a full investigation into what actually transpired. The VC opposed stating that it would be premature as MLPORA had no mandate to demand information from independent security service providers operating in the area and that cooperation with these service providers must still be brokered and/or improved. 7.6.8 The meeting agreed that as members have personal relationships with members of security service providers in the are a better approach would be to touch base with them first. Accordingly, it was agreed that Neville and Martin would have such discussions and that Dean could also approach person(s) whom he has relationships with to make further enquiries to understand the nature of the incident.
7.7	**Governance & Unity Governance** 7.7.1 The VC reported that with regards to **Governance,** she has had fruitful meetings with some of the previous MLPORA office bearers towards gaining an understanding of the objects of the Association, it formative history and core principles that shaped its establishment. ○ She also reported that she had confirmed one person to join her sub-committee and is still negotiating with two other persons to assist in this regard. ○ She reported that she is still pursuing meetings with Ratepayers Associations in the vicinity e.g. Groenkloof and the 'Old Pretoria East Residents' and Ratepayers 'Alliance' (OPERRA) to understand their structure and operational models.

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VC

	○ The VC informed that committee that she had selected five (5) different constitutions of Ratepayers Associations off the internet as part of her comparative analysis and so far, she identified less cumbersome provisions that could be considered for adoption. ○ The VC indicated that she has found a good example of a Rate Payers MANAGEMENT CHARTER and will be tweeking it to suggest as a draft SOP for MLPORA EXCO. ○ Ziaad mentioned that he had already analised the MLPORA constitution and offered to make his inputs available to EXCO. 7.7.2 With regards to her '**Legacy Archiving'** project she has not made much progress as she was not included in the hand-overs conducted by the ex-Secretary as she had requested at the meeting of 5May and also on the Committee WA group. ○ Renet responded that she was under the impression that an invitation was extended to the VC to join the hand-over meeting scheduled with Ore but the VC confirmed that this was not the case as she only found out that it had happened through posting on the Committee group after the effect. ○ The VC re-iterated that the agreement at the meeting of 5 May was that the ex-Secretary should make voice notes for each handover area to post on the WA group so that all can gain a better understanding of the extend of the excellent work she was doing so selflessly! 7.7.3 With regards to the **Unity project** the VC reported 'No Progress' as she is still awaiting responses from Renet regarding her MSHI assertions.
8.	**Closure and Next Meeting**
	○ The meeting adjourned at 20h30. ○ The next meeting will be confirmed for 3Jul24

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MATTERS ARISING – ACTION FEEDBACK SCHEDULE:¶ ...

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MATTERS ARISING – ACTION FEEDBACK SCHEDULE 5 June2024:

	Date		Responsible		Action Required	07Feb24	3Apr24	8May24	5Jun24	3Jul24
			GENERAL							
1.	31/05/2023		Robert / Nico		Absa Account access	Paperwork completed and will be given to Absa. By end Feb 2024, the				
			MEMBERSHIP & COMMUNICATION							
2.	5/07/2023		Yvette		Member contribution board	Boards will be available at the AGM to collect for members who already paid				
3.	31/10/2023		Yvette		Connect	Meeting decided that the connect should be sent out once a month.				
			TOWN PLANNING							
4.	31/05/2023		Renet		34 Ormonde Street: Review court application	An attorney has been appointed and is dealing with this matter in				
5.	2/08/2023		Renet		183 John Street: Development app	The core group is dealing with this matter and have sent a letter to the				
6.	6/09/2023		Renet		570 Sibelius str: Consent of use	Tribunal hearing was attended on 30 January				
7.	31/10/2023		Renet		361 Berea Street: Ampath Development	Objections were lodged. Await tribunal hearing date, and Ampath				
8.	31/10/2023		Renet		569 Berea Street: Guest house	The owner is currently having meetings with the neighbours. We await the advertisement for				
			RESIDENTIAL SAFETY							
9.	2/08/2023		Nico		Street Closure	The traffic engineer confirmed that a study will be done after 19 Feb 2024 (dates to be confirmed) so that the university traffic is also taken into consideration. There is a request to include				
			CARING							
10.	8/02/2024		Anya / Renet		Oos Kerk involvement	Anya and Renet to meet up and discuss how the church can get				
			PARKS & PAVEMENTS PROJECTS							
11.	2/08/2023		Nico		UNISA / Elandspoort park	Unisa still interested to contribute funds for				

	Date		Responsible		Action Required	07Feb24	3Apr24	8May24	5Jun24	3Jul24
12.	2/08/2023		Martin		Huckleberry grass enbankment	Johalize will design to speak to the design of all the entrances to Muckleneuk. Martin to engage with Johalize. Nico engaged with				
13.						keen. Martin will engage with the school to refine the concept and suggest to paint end of February. The colours were decided to be				
14.	2/08/2023		Martin		Huckleberry grass enbankment	Johalize will design to speak to the design of all the entrances to Muckleneuk. Martin to engage with Johalize. Nico engaged with				

Dean

MINUTES OF AN EXECUTIVE COMMITTEE MEETING
MUCKLENEUK LUKASRAND PROPERTY OWNERS AND RESIDENTS ASSOCIATION
(The "ASSOCIATION")

DATE: 5 June 2024
TIME: 18:00B
PLACE: Café 41, Groenkloof

Executive attended:
Vice-Chairperson: Geraldene Chiplog-Louw: chaplogc@gmail.com

Portfolio Managers attended:
Town Planning: Renet van Wyk: renet@vanwyklegal.co.za
Treasurer: Ziaad Abrahams: ziaad007@gmail.com
Parks & Pavements: Martin Brütten: jtruter@sh.co.za; martin.brutten@gmail.com
Residential Safety: Dean Gillespie: gillespiecaptain@hotmail.com
Caring: Anya Calantzis: anya@superultra.co
Maintainence : Neville Hessel: heslin.ts@gmail.com

Apologies

Chairperson: Nico vd Merwe: vdmnico@mweb.co.za
Secretary: Ore Odunsi: ore.odunsi@gmail.com

Volunteer: Wendy Isaacs-Martin: wjmartis@gmail.com

1.		Welcome Geraldene is standing in for the Chairman in her capacity as Vice-Chair.
2.		Apologies Nico vd Merwe, Ore Odunsi and Wendy Martin tendered their apologies.
3.		Quorum In accordance with clause 8(f)(iii) of the current constitution: "…*for Executive Committee meetings, six (6) members shall be deemed a quorum.*" The Vice- Chair confirmed a Quorum was present.

Dean

4.		Agenda Items
	4.1	i. Minutes; ii. Vacancies; iii. Finances; iv. Pavements and Parks; v. Caring; vii. Safety; and viii. Declaration of Interest.
		Minutes It was pointed out by the Vice-Chair that three sets of minutes, including the AGM from March was outstanding. The Vice Chair is now responsible for the minutes, where a discussion ensued about how the minutes could be split up, currently Ore is taking over all duties of Yvette, where it was acknowledged that the secretary's portfolio was a very busy one, with "*big shoes*" to fill. Unfortunately, Town Planning (Renet) could not take over any of the Secretary's portfolio, as Renet was already overwhelmed with the current workload. It was agreed that Town Planning was a pivotal portfolio and the Vice-Chair confirmed that no one should be overloaded. The previous secretary conducted a variety of roles, including communications, website, membership, administration, meetings, new's letter and funding. It was pointed out that the committee is falling short of the standards set by Yvette in terms of social media, where for example admin took too long to remove a xenophobic post on the community platform recently. Dean suggested the committee consider approaching and appointing an "*independent admin oversight*" volunteer, for example with the maturity of the highly respected Sandra Kachelhoffer, who has proved herself to be measured, principled, and with a fine skillset of common sense. It was suggested that utilising well respected icons in our community will lend gravitas and balance to the social media platforms. This was unanimously supported by the committee. In terms of conflict of interest, or corporate governance, Ziaad emphasised the need for SOPs for such issues, including declarations of interest. The Vice Chair agreed that the committee will need time to acclimatize and adjust, with the proposal to bring back Yvette as a consultant to assist the committee in "getting over the hurdels." The Vice Chair undertook to reduce to writing the issues she has with the previous MLPORA minutes.

Dean

Vacancies

The current constitution does not have guidance of what is the appropriate Standard Operating Procedures (SOPs) when a committee member resigns. The discussion led by the Vice-Chair concerned the fact that as the constitution is silent on this matter- how does the Exco elect a replacement? Especially in the context of the recent resignation of the Secretary, who had been holding up more responsibilities than was fair. The committee discussed the need to identify the right people with the right qualifications for the job. Also discussed was how many people should sit on a committee which in terms of the current and very outdated constitution is 12.

Furthermore, the need to review and update the constitution was considered a priority. The Vice-Chair expressed the need to analyse portfolios and the discussion unpacked the need for the need for the bigger and more demanding portfolios to form sub committees with volunteers to assist, especially in regard to town planning.

Finances

Ziaad discussed the utilisation of Alzane to manage the books and he would conduct oversight and review. This would as he put it, remove the "*self-review threat*".

He confirmed he would present to management an account at the next scheduled monthly meeting. Ziaad confirmed he has held meetings with the Chairperson, Yvette and Alzane on the issue of the current MLPORA Bank account (which is very old) and which has inherent risk because of the many people from the past who had access to the account, posing a threat.
He recommended that the best course of action was to transition to another bank. He will be doing an assessment of an appropriate bank for MLPORA over the next week and will make recommendations.
He expressed the need for finances to be confined to the Exco for security reasons.
Ziaad also pointed out that Yvette was very proactive and took initiative in driving revenues, which was not being done currently.
Other risks identified were confidentiality of the data base with Martin supporting the notion that it was essential to keep the database secure.
The database will be integrated with the MLPORA Accounting system which will be more transparent. It was pointed out by Neville that FNB has for example, a free accounting package online.
The Vice-Chair pointed out that MLPORA needed to improve its standards as to ensure that those who have already paid their membership fees are not reminded again after they paid.

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		Another risk that had to be managed is the transition from the old bank account to a new one, whilst managing MLPORA members to ensure payment goes to the right account (and not the old one). Yvette's role in working on generating donations needs to be picked up and handed to a communications person to cultivate and develop. Parks and Pavement Martin discussed the "speed kills wall" in Mears street, which is a concrete wall of over 100m and will require a substantial amount of work, however he has been successful in securing a donation of paint, and Anya had facilitated a beautiful design for the wall. A discussion ensured as to whether the community could do it as a project, or whether a professional should be commissioned to carry out the work. Martin was of the opinion that it was a lot of work and it would probably be better for a professional to be engaged to complete the task. Ziaad made the point that MLPORA had a finite budget and he identified the need to present a budget which must be based on priority. Caring Anya commented on the success of last Saturday's Quintet in the Park, held at the Commons, which celebrated long-standing residents. Acknowledgement was made to Inga Wilkinson, for her collaboration and assistance. Finance was reminded to allocate R500 donation for Commons Upkeep. Town Planning Fund Renet indicated that she had been trying to rally the residents directly impacted on to contribute to the fund in regard to the appeal against the approval of the boarding house at 570 Sibelius Street. MLPORA is running into resistance with Tshwane's Town Planning Dept. It was decided by the committee that once the financial statement were circulated that projects could be prioritised particularly for Town Planning, and initiatives will be made to raise funds. Safety Portfolio Dean discussed a number of changes to the Safety platform. It had become apparent that there were issues concerning the Security Firms reporting in their patrols, causing residents to become irritated with being disturbed at night, accusation of unfair advertising, and so forth. Furthermore, it had been noted that the so-called "*Freeloaders*" were wasting

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		resources by continually requesting security services to check out people in vehicle, dogs barking, and shadows in the night. It was noted that over the past four years not one of these requests had turned out to be a threat. Finally, it was pointed out that there may be a security risk to include non-residents in the group. It was recommended that all security firms be removed from the platform and that all providers be invited to submit their Operations Centre or a single operational representative. The committee discussed the matter and agreed that the course of action as suggested by Dean was approved. The shooting incident on Tuesday night of 21 May 2024 in upper Loveday/Devenish in Muckelneuk was discussed, where the issue of why the incident took place, where residents were placed in danger. Dean was of the opinion that the incident was a result of an epic intelligence and planning failure. The security parties involved had been in possession of the information for some time, they were well aware of the colour and make of vehicle, had the registration number, but chose not to warn the community of the threat. In confronting the suspects, the security company got ambushed and a shootout between the suspects and the hapless security patrolman, where the latter was engaged with heavy calibre assault rifles and pistols. The security provider was outgunned, outnumbers and had clearly underestimated the reaction of the suspects. Apart from a security vehicle being hit, a number of building and a vehicle belonging to a resident was damaged. It was a miracle that no one was seriously injured or killed. The debate as to whether the actions of the security company was reckless and placed more emphasis on Law Enforcement, rather than prioritising safety. Dean expressed the opinion that by not forewarning the community, residents were placed in harm's way and that no one except the South African Police had the jurisdiction to conduct interdict operations, arrest, investigate and prosecute. The question of civil liability of people acting recklessly was also discussed. It was agreed that Martin, Neville and Dean would approach the concerned parties and make further enquiries to understand the nature of the incident. **Maintenance** (Neville please drop your notes here)

		Declaration of Interest. Renet wished to indicate that in terms of the venture that Yvette was engaged in, that Renet had provided legal assistance and advice and that she and Nico vd Merwe have an interest in the venture. This was noted by the committee who felt that it did not constitute any conflict of interest. It was re-emphasised that SOPs would need to be drawn up in this regard. Finally, the committee was informed that Yvette would like to make a presentation to the committee to inform of what her venture is about. The Vice Chair thanked everyone for attending and declared the meeting adjourned *sine die* at 20h30B.