

# ASSA COUNCIL MEETING MINUTES

<b>DATE</b>	26 Jan 2015	<b>TIME</b>	19:30 to 20:00	<b>VENUE</b>	Via Skype
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## ATTENDANCE

Council	Role
Matie Hoffman	President (Chair)
Pierre de Villiers	Vice-President, Chair - Hermanus Centre
Ian Glass	Outgoing Vice-President
AJ Nel	Hon Treasurer
Chris Stewart	Council Member
Lerika Cross	Hon Secretary
Eddy Nijeboer	Vice Chair - Cape Centre
Bosman Olivier	Chair –Pretoria Centre
Case Rijdsdijk	Chair - Garden Route Centre

## Apologies (a) /Not Present

Maciej Soltynski (a)	Council Member
Jerome Jooste	Chair – Johannesburg Centre
Thinus van der Merwe (a)	Chair - Bloemfontein Centre
Peter Dormehl (a)	Chair - Durban Centre

	Agenda	Discussions / Decisions / Actions (in bold)
1	Welcome  Apologies	M Hoffman welcomed everyone to the special meeting of Council called for the purpose of focusing on ASSA financial aspects and specifically to (1) Elect a new Membership Secretary and (2) Formalise 3 signatories to the 3 ASSA bank accounts Attendance and apologies are noted in the minutes.
2	Election of Membership Secretary	<b>2. Election of Membership Secretary</b> <b>2.1 Background:</b> The Membership Secretary role was left abandoned when Pat Booth was no longer available to fulfil the role ~ mid 2014. The Treasurer AJ Nel was prepared to stand in for the role in the short term but good governance requires the roles to be split.  <b>2.2 Nomination:</b> Bosman Olivier, ASSA Pretoria Chairman, was approached by the Hon Secretary if he was willing to stand for election as Membership Secretary and he agreed.  <b>2.3 Elected:</b> As there were no other nominations the nomination of Bosman Olivier was accepted. The proposal was seconded by C Rijdsdijk (Chair - Garden Route Centre).
3	Formalisation of signatories to bank accounts	<b>3. Formalisation of signatories to ASSA accounts</b> <b>3.1 Background:</b> The current ASSA Council does not have access to the two market link accounts.  <b>3.2 ASSA Accounts:</b> The detail of the ASSA accounts are as follows:  Accounts are in name of : Astronomical Society of Southern Africa Bank: Standard Bank of SA Ltd (“SBSA”) Branch: Pinelands Branch Branch code: 03 63 09 Market link account 1:           07 619 050 1 Market link account 2:           07 627 111 0 Current account:                   27 6188349

	<b>Agenda</b>	<b>Discussions / Decisions / Actions (in bold)</b>				
		<p>SBSA Pinelands Physical Address: Howard Centre, Forest Drive, Pinelands, Cape Town, 7405  SBSA Pinelands Postal Address: PO Box 71, Howard Place, <a href="#">Pinelands</a>, 1234</p> <p>TEL 0860 101 341(goes to central phone number at SBSA and not to Pinelands branch)  FAX 021 531 0055  Email: Cynthia.Kwbaba@standardbank.co.za</p> <p><b>3.3 Account Balances</b>  These are recorded for the benefit of informing Council of available information.</p> <p>As at 2 Dec 2014:</p> <table border="0"> <tr> <td>Market link account 1: 07 619 050 1</td> <td>R112 276.87</td> </tr> <tr> <td>Market link account 2: 07 627 111 0</td> <td>R184.925.07</td> </tr> </table> <p>Current Account      27 6188349                      ~ R300 000 in Dec 2014</p> <p><b>3.4 Nomination and election of bank account signatories</b>  It was proposed that ASSA should have three signatories to all ASSA bank accounts and the signatories should be as follows:</p> <ol style="list-style-type: none"> <li>1) The Treasurer: Current incumbent Adv AJ Nel</li> <li>2) The Membership Secretary: Mr <b>B Olivier</b></li> <li>3) Vice President: Dr IS Glass (Vice-President)</li> </ol> <p>The bank should be instructed to accept any of the three Council Members for future financial transactions including the opening and closing of the three accounts. The bank should also be instructed to arrange internet read access to all three ASSA accounts for all signatories and internet update access to the Treasurer to all three accounts.</p> <p>Proposed by: Mr P De Villiers (Vice-President, Chair - Hermanus Centre).  Seconded by: Mr E Nijeboer (Vice Chair - Cape Centre).  Proposal was thus carried.</p>	Market link account 1: 07 619 050 1	R112 276.87	Market link account 2: 07 627 111 0	R184.925.07
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4	Next Steps	<p><b>4 Next Steps</b></p> <p><b>4.1 Get the signatories to the accounts implemented</b>  L Cross to take this further with the bank with support from signatories.</p> <p><b>4.2 Audit Reports (2011 - 2014)</b>  L Cross noted that the audit reports have been received by the Auditor R Glass and proposed that a group comprising AJ Nel, I Glass, L Cross reviews the reports and contributes to an action list to be compiled by L Cross based on the content and AJ The actions arising from the audit reports. Progress report at the next Council meeting scheduled for 16 Feb.  The reports will as soon as possible be made available to all of Council - either via email or on the website. L Cross to inform Council when available for perusal.</p>				
5	Closure	M Hoffman thanked everyone for their attendance and closed the meeting at 20:00				

Minutes Approved:

ASSA President Prof M Hoffman : \_\_\_\_\_ Date: \_\_\_\_\_