



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

**P.O. Box 827
Gaborone**

**Fax: 3971181
Mobile (Executive secretary): 7181 6811
e-mail: bidp@mega.bw
website: <http://www.bidp.bw>**

MINUTES 31st ANNUAL GENERAL MEETING

Held at: Botswana National Museum

Date/Time: 22nd October, 2009, 18:00hrs

- 1 PRESENT:**
 - D Young
 - A Groth
 - B Hyde
 - Kevin MacGarry
 - A Hakim
 - N Hobona
 - P Lyamuya
 - S J Monareng
 - E Dondofema
 - K Palalani
 - L Hutchings
 - U Soderstrom
 - B Hammond
 - R Akanyang
 - S Ngwato
 - K Bale
 - S Mathe
 - S Kentshitsuwe
 - D Nyekele
 - K Burzlaff (BOCCIM)

- 2 APOLOGIES:**
 - S Kelly
 - G Vlug
 - V K Patel
 - B Keitumetse
 - B Davey
 - E Mazhani

Affiliated to

**African Union of Architects
Commonwealth Association of Surveyors and Land Economists**

- 3 INTRODUCTION:** The President A Groth welcomed the members to the 31st AGM and thanked them for having come in sufficient numbers to form a quorum.
- 4 NOTICE CONVENING THE AGM:** Notice of the meeting was read by D Young.
- 5 MINUTES OF 30TH AGM:**
5.1 Adopted as a true record, proposed by A Hakim, and seconded by S Mathe. AGM were sent out to all members. No comments/corrections.
- 6 TREASURER'S REPORT:**
6.1 See report attached.
- 7 PRESIDENT'S REPORT**
7.1 See report attached.
7.2 Appliance at vote of thanks to Ellen Tshoganetso,
7.3 U Soderstrom has two questions on report:
Who is the contact regarding Building Regulations?
S Mathe gave background.
Has anybody considered a durability strategy for buildings: A Groth considers this a good topic for action. AG

8 ELECTION OF COUNCIL MEMBERS:

Nominations:

Office	Name	Proposed	Seconded	Accepted
President	A Groth	S Mathe	L Hutchings/PLyamuya	A Groth
Vice President	D Nyekete	S Mathe	B Bale	D Nyekete
Secretary	D Young	L Hutchings	S Mathe	D Young
Treasurer	G Vlug	L Hutchings	B Hammond	G Vlug
Council member (2/2 year)	L Hutchings			L Hutchings
Council member (2/2 year)	E Dondofema			E Dondofema
Council member (1/2 year)	S Mathe	S Ngwato	D Nyekete	S Mathe
Council member (1/2 year)	S Ngwato	S Mathe	U Soderstrom	S Ngwato
Council member	B Hyde	P Lyamuya	A Groth	B Hyde
Council member	U Soderstrom	A Groth	L Hutchings	U Soderstrom

E Mazhani (out going)

B Mhutsiwa (out gong)

The following office bearers and council members were elected:

A Groth	President
D Nyekete	Vice President
D Young	Secretary
G Vlug	Treasurer
L Hutchings	Member (2/2 years)
E Dondofema	Member (2/2 years)
S Mathe	Member (1/2 years)
S Ngwato	Member (1/2 years)

B Hyde	Member
U Soderstrom	Member

9 ANY OTHER BUSINESS:

- | | | |
|-------|---|----|
| 9.1 | B Hammond: requests more site visits and presentations. | AG |
| 9.1.1 | S Mathe asked: members to please let council know f suitable opportunities. | AG |
| 9.1.2 | U Soderstrom asked that council also look at problem areas. | AG |
| 9.2 | B Hyde: competition – multi disciplinary: needs to look beyond built environment. Start to think what can be sustained. Encourage groups. | AG |
| 9.3 | P Lyamuya: small turnouts are not encouraging. | AG |
| | Open site visits to spouses/friends/institutions. | AG |
| 9.4 | B Bale: consider what UB does to liaise with professions. Need to communicate with them. | AG |
| 9.5 | S Mathe: also talk to BIUST. | AG |
| 9.6 | K Palalani: concern at some designs ie City Centre. | AG |

AGM closed.



BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS

**P.O. Box 827
Gaborone**

Fax: 3971181

Mobile (Executive secretary): 7181 6811

e-mail: bidp@mega.bw

website: <http://www.bidp.bw>

REPORT OF THE BIDP PRESIDENT TO THE 2009 ANNUAL GENERAL MEETING

Good evening ladies and gentlemen and welcome to the 31st BIDP AGM.

I would like to begin by thanking all those who have taken the time to come to the AGM, and also those who have not been able to come but have sent proxy forms.

We have had a busy and challenging year since we last met for an AGM in October 2008.

One of the most immediate challenges that we tackled following that meeting was how to ensure that we achieve a quorum at our AGM. For several years we have had a problem enticing a sufficient number of members to attend to achieve a quorum. This is an indication both of how boring these meetings can be and of how busy our members are. We considered amending the constitution to reduce the number required for a quorum, but decided instead to adopt a more positive, two pronged strategy. We have provided a carrot in the form of a slideshow following the meeting, and also sent out proxy forms so that those members who are unable to attend can still make their presence felt by appointing those that can attend as their proxies. Hopefully this will address the problem.

Affiliated to

African Union of Architects

Commonwealth Association of Architects

Commonwealth Association of Surveyors and Land Economists

I will highlight a few other initiatives that have taken place in the past year, several of which will hopefully reach maturity in the years to come.

Competition.

We initially decided to offer a BIDP prize for 'Excellence in Integrated Design' to UB students as a means of encouraging awareness of this approach which is central to the achievement of energy efficiency and environmental sustainability in the built environment. We were however informed that this would require a deposit of at least P20,000 with UB, the interest from which would be used to pay the prize money. This was felt to be more than we could afford, and we have now decided to run the competition independently of UB, while still targeting students, both at UB and other institutions in Botswana and elsewhere. The details of the competition are still to be finalised, and hopefully it will be inaugurated in the coming year.

BIDP Directory.

Much work has gone into the design and layout of a new Directory over the past two years, but this was delayed for various reasons until it became redundant before ever reaching the printing presses. This lead us to decide that it would be more effective to develop the Directory as an on-line resource. This will allow for greater creativity, including the possibility to link directly to members' websites and other resources, and making it possible to update the resource at any time without a complete new print run.

A number of quotations have been received for the re-design of our website, including the on-line directory, and potential suppliers will be invited to make presentations to Council in the near future so that the contract can be awarded.

David Young has been given the task to update the access to forms on our website so that our customers will have improved access to some of the publications that can be obtained on-line.

Events.

Two events have been arranged this year as follows.

A visit to the construction site of the Lobatse Sports Complex in February 2009 was well attended and gave members an opportunity to see a well organised complex construction site in full swing.

A slide show on Diamond Buildings in October 2009 will coincide with the AGM. Two presentations on different buildings will be presented, with an opportunity for discussion afterwards. Invitations have been sent to the other relevant organisations.

Revised Building Regulations

Further work has been done to contribute to the development of the revised Building Regulations. A revised draft was presented to the steering committee following review by the Attorney General's Chambers. There continue to be fundamental causes for concern that have been communicated to the relevant authorities.

Contracts Committee

The Contracts Committee held regular meetings, and are working with other organisations to ensure that the Form of Sub-Contract is appropriate to the needs of Government and other stakeholders.

Energy Efficiency Strategy

BIDP has contributed to the development of the Energy Efficiency Strategy for Botswana and participated at a Stakeholders workshop and a Seminar that were convened to provide opportunities for consultation on the Strategy.

BOCCIM

We continue to enjoy membership of BOCCIM. This provides a number of useful opportunities, including access to regular information that is distributed to BOCCIM members, as well as a vehicle to communicate with industry stakeholders, for example through the High Level Consultative Forum. This is an area that could be explored further in the coming year.

Members Concerns

BIDP is well placed to assist in addressing common concerns of its members, both through its membership of BOCCIM and through other channels. This however requires improved communication between members and Council so that we are fully aware of what such concerns are and how widespread they may be. We therefore extend an invitation to members to let us know of issues that you would like to have addressed by your organisation.

Summary

To sum up, this has been a reasonably eventful year, and a lot of hard work has gone into consolidating the organisation, much of which may only come to fruit in the coming year and beyond.

Thank you.

A big thank you to Ellen Tshoganetso for a great job well done in keeping the office in order, preparing and circulating minutes and doing all the other jobs that we keep sending her way.

Thanks to our three Secretaries, Edward Mazhani, Efraim Dondofema and David Young for their excellent work in taking Minutes of meetings as well as their other duties.

Thank you also to our Treasurer, Gerrit Vlug who has again successfully carried us through another year with the books in balance, and our modest reserves substantially intact.

And finally, thanks to all the other members of the Council who have contributed in many ways to keeping BIDP up and running for another year.

Andreas Groth. MBIDP
October 2009

TREASURER'S REPORT FOR THE ANNUAL GENERAL MEETING OF THE
BOTSWANA INSTITUTE OF DEVELOPMENT PROFESSIONS
HELD ON 22 OCTOBER 2009

More than 15 years ago the future of the BIDP was in jeopardy. Members did not attend functions; Council members were hard to find and the financial situation was shocking.

A meeting was held some time during 1994 in which the attending members were asked what to do: to dissolve the BIDP or to continue?

The majority of members who attended the meeting disagreed to dissolve and with the assistance of a renewed Council, chosen at the meeting, consisting of enthusiastic members, the BIDP was saved. At that time the Institute's funds were virtually non-existent mostly because the previous treasurer did not bother to collect membership fees.

Now 15 years later we are in a very healthy position as shown in the financial statements which were issued to you today. The value of the BIDP is P87,405 as shown on page 4 of the report, which does not include the P35,900 which is still outstanding from members. However this amount includes P13,510 from some members which left the country or of whom addresses are unknown.

Income from contract sales is twice as much as income from subscriptions which is shown on page 5. Due to a tremendous drop in interest rates interest received this year is lower than last year. A further reason for this lower amount was caused by the bank that lost the instructions twice to open a savings account. An amount of P83,921 (see page 9) was deposited in the current account for quite some time, which did not attract interest. This matter has now been resolved in the current year and an amount of P80,000 has been deposited in an interest bearing loan account, although interest at 7.5% was a fraction of what was earned before. The Council is still investigating possibilities to invest the money more sensibly.

As shown on page 8 at paragraph 4(a) expenditure is far less than last year, a trend which we hope to continue in the current year..

Although I unfortunately could not be present at this Annual General Meeting I wish to

thank my fellow Council members and also of course our executive secretary Mrs. Ellen Tshoganetso for the cooperation during the past financial year.

GERRIT VLUG

HONORARY TREASURER