**BIDP**

**MINUTES OF BIDP COUNCIL MEETING NO. 6 2008/2009**

Held at: Gaborone Cricket Club, on 28th July, 2009 at 6pm.

**6.1 Attendance Phone**

6.1.1 Present: Andreas Groth President 392 3462

 Gerrit Vlug Treasurer 533 7249

 E Dondofema Member 390 1128

6.1.2 Apologies: P Lyamuya Member 355 2107

 Sithabile Mathe Vice President 392 7764

 Edward Mazhani Secretary 7145 3301

 D Young Member 397 1181

 Boyce Mhutsiwa Member 390 7068

6.1.3 Absent: L Hutchings Member 391 1025

**6.2 PREVIOUS COUNCIL MEETING**

6.2.1 The minutes of the previous council meeting were agreed to be a true record by those

 then present.

**6.3 ACTIVITIES AND FUNCTIONS:**

*6.3.1 MATTERS ARISING FROM PREVIOUS MINUTES*

6.3.2 S Mathe to do slide show of the diamond cutting building. SM

 MPI also to present the building they have done. SM

 Agreed venue is the Museum Lecture room.

 S Mathe to confirm suitable date and advice. SM

 Ellen to coordinate and arrange the venue. ET

 Advertising should be done. ET

 Invitations to be done to the following organistions: BIDP ET

 AAB & others SM

 UB LM

 BIQS LH

 BIE & ACEB ED

 BIArb. GV

6.3.3. Sponsoring of UB Architectural prize has been dropped due to UB requirements

 for upfront payment of P20000.00.

 Letter to be written to UB. AG

**6.4 TREASURER'S REPORT**

*6.4.1 MATTERS ARISING FROM PREVIOUS MINUTES*

6.4.2 Need to send letters of reminder to members who have arrears.

 The three steps should be adopted and used. GV

 Ellen to send invoices to owing members. ET

6.4.3. Proposal to purchase a fixed property for BIDP to be looked into. All

 Possibility of pooling resources with other professional institutions. GV

**6.5 MEMBERSHIP**

*6.5.1 MATTERS ARISING FROM PREVIOUS MINUTES*

6.5.2 Need t.

**6.6 CORRESPONDENCE**

6.6.1 Letter from UB was read and discussed.

**6.7 PUBLICATIONS/NEWS LETTER**

*6.7.1 MATTERS ARISING FROM PREVIOUS MINUTES*

6.7.2. Newsletter to be send to members. Ellen to thank all who contributed articles. ET

 Should include article on Rammed Earth Construction Specialist who is coming

 to Botswana in October/ November.

6.7.3 Only two quotations received for improving our website. The people who bid should

 be called to our next council meeting and make presentations so that we choose

 the best for our requirements.

6.7.4 Received a quote from Young for including BIDP forms on website.

 Young to proceed. Letter to be written to DY. EG

6.7.5 BIDP comments on the Draft Building Control Regulations have been

 forwarded to the committee.

**6.8 PUBLIC RELATIONS**

*6.8.1 MATTERS ARISING FROM PREVIOUS MINUTES*

*6.8.2* Issue of Belshane Properties making photocopies of BIDP contracts to be

 dropped.

 We do not have evidence. If we had, could issue a warning. GV

6.8.3 Paper for printing Minor Works and Nominated subcontract forms was presented

 to the committee and was acceptable.

**6.9 ANY OTHER BUSINESS**

6.9.1 ET Mazhani has left for studies

 There is need to select a new secretary. ALL

**6.10**  **NEXT MEETING**

2.10.1 The next council meeting will be held on Tuesday, 18th August , 2009 at 6:00pm at

 BIDP Shop, Plot 915, Gaborone.

Minutes approved:

President Secretary

 Fax Email

cc: Andreas Groth President 392 3632 agas@info.bw

Sithabile Mathe Vice President 392 7764 moralo@broadpark.no

Edward Mazhani Secretary 397 1181 mazhaniet@mopipi.ub.bw

Gerrit Vlug Treasurer 533 7249 vlug@mega.bw

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