

MINUTES OF BIDP COUNCIL MEETING NO. 2 2008/2009

Held at: Plot 915, Gaborone, on 27th January, 2009 at 6pm

2.1	Attendance	Phone
2.1.1	Present:	
	Andreas Groth	President 392 3462
	Sithabile Mathe	Vice President 392 7764
	Edward Mazhani	Secretary 7145 3301
	E Dondofema	Member 390 1128
	Gerrit Vlug	Treasurer 533 7249
	Boyce Mhutsiwa	Member 390 7068
2.1.2	Apologies:	
	P Lyamuya	Member 355 2107
	D Young	Member 397 1181
2.1.3	Absent:	
	L Hutchings	Member 391 1025

2.2 PREVIOUS COUNCIL MEETING

- 2.2.1 The minutes of the previous council meeting were agreed to be a true record by those then present, except the following corrections:
Mr Groth's name is "Andreas Groth", not "Agas"
Item 1.4.3 should read: Formalize termination of membership for non paid up members.
Item 1.7.2 should read: G Vlug gave a lecture at University of Botswana, Report.

2.3 ACTIVITIES AND FUNCTIONS:

2.3.1 MATTERS ARISING FROM PREVIOUS MINUTES

- 6.3.2 4 facilities for diamond cutting: S Mathe: building could be of interest: #1
Project is complete and ready to visit. S Mathe has made a formal request to Mr Mothibi. Letter of request to be copied to BIDP secretary.
- 1.3.2 AAB dinner. BIDP council invited. 19:00hrs at President Hotel. #1
E T Mazhani & S Mathe attended.
- 1.3.4 Visit to Lobatse Project: A Groth to arrange. #1
Approved, will be on Friday, 20th February 2009 at 15:00hrs: invite 3rd years UB Architecture students. Travel arrangements; all to meet at Kgale Spar at 14:00hrs. Have a drink at Camberland after the visit.

SM

2.4 TREASURER'S REPORT

2.4.1 MATTERS ARISING FROM PREVIOUS MINUTES

- 1.4.2 How many members have not paid subscription fee? #1
2003-2008 - 2 members
2004-2008 - 4 members
2005-2008 - 2 members

	2006-2008 - 37 members	
	2008-2009 – 25 members	
1.4.3	Formalize termination of membership for non paid up members. #1 Three steps to be taken: 1) Letter to owing member informing them about their arrears in membership fees. 2) Talk to the member directly (friend call friend) 3) Final letter giving 14 days to pay, or else return certificate.	
2.4.2	Send letter to BBS informing them that BIDP will be drawing its P75,000.00. The money will be transferred to a drawable interest bearing account at FNB. Investigate possibility of getting higher interest rate: Stanbic bank is 11.5%.	GV
2.5	MEMBERSHIP	
2.5.1	<i>MATTERS ARISING FROM PREVIOUS MINUTES</i>	
1.5.1	Review subscription rates at next meeting: G Vlug requested to give current rates (check in web site). #1 For the coming year, subscription fees to be increased to P200 for Ordinary members and P100 for student members.	
1.5.2	L S Rasedibo application: Letter sent, certificate has been printed and signed. To be issued.	ET
1.5.3	Write to members about AGM proposals for events: new council members, upcoming events.x#1 Included in newsletter.	
1.9.2	Consider changing constitution to cater for quorum at Annual General Meeting, ETM to research on procedure to change constitution. #1 Proxies are allowed: Could use these instead of changing constitution.	
1.9.3	Council committees: to be discussed at the next meeting.	PL
2.5.2	New application received from E Moikabinyane: approved; to send a letter.	ET
2.5.2	New application received from K Rettig: approved; to send a letter.	ET
2.6	CORRESPONDENCE	
2.6.1	CRU – inform members.	
2.6.2	Letter received from UB to be circulated to all council members. All to comment by end of next week.	ET
2.7	PUBLICATIONS/NEWS LETTER	
2.7.1	<i>MATTERS ARISING FROM PREVIOUS MINUTES</i>	
1.6.5	Newsletter: revised the part about letter to Mr Msusa, the letter should be copied to BOCCIM (attention Mr J Mokgosi). #1 Professional information on our website. Link to company profiles. Name + Profession + contracts + link (appropriate link) Find out from D Young if he can. What could BIDP do for its members? How about getting information from government gazette (Develop tenders) and publishing to members? S Mathe to draft	ET DY SM
2.7.2	A meeting of the Publications review committee was held on 11no08. ET to circulate proposed changes to council members by email. All comments to be received by Thursday next week.	ET

PPADB ISSUES

BOCCIM is not responding: send correspondences to Mr Mokgosi of M3 Consultants.

ET

BOTSWANA BUILDING REGULATIONS ISSUES

- 4.8.3 Possibly try to get a question raised on in parliament the status of the proposals. #1
Secretary to Deputy Permanent Secretary: no action since submission to Attorney General Chambers. Send to BOCCIM: S Mathe happy to meet BOCCIM. #1
Currently no action, keep ears open.

LIAISON WITH OTHER ORGANISATIONS RE DIRECTORY

- 9.8.5 a Sharing of the BIDP directory:
Directory is proceeding.
G Vlug notes is now out of date: should be published. ET to give address to find out what the delay is. Will it be published before end of September 2008? If delayed, ask for updates for content within a week.
Mr E Mogwe of College Publishers stated will issue directory next week: ET to give G Vlug contacts.

Write a letter to College Publishers; pulling out of offer. Possibility of having a web directory.

ETM

- 1.7.2 G Vlug gave a lecture at University of Botswana, Report. #1
G Vlug: the lecture did take place as scheduled.

- 2.7.3 S Mathe to meet with other associations about continuous development. ET to forward contacts to S Mathe.

SM/ET

2.8 PUBLIC RELATIONS

2.8.1 MATTERS ARISING FROM PREVIOUS MINUTES

- 2.9.1 (Public relations subcommittee: S Mathe, D Nyekele) (Seminars subcommittee J Musuku, D Nyekele) (Publication review subcommittee: D Young, G Vlug, L Hutchings, A Hakim, M Mogomela, U Soderstrom & B Alemarumo) #1

- 7.9.1 Publicity brochures to lenders, official bodies. ET to collate with D Young. #1
Communicate with lenders regarding contracts. #8

G Vlug newsletter to accompany the brochure. E Mazhani to use as base.

ETM

- 8.9.1 G Vlug, yellow pages: still no joy. E T Mazhani will check Be Mobile. #8
ETM to call. S Mathe to give E Mazhani BTC contact.#2

Contact sales @ BTC on white pages: Emelda.

ETM

- 9.8.2 It was suggested that BIDP start some form of continuous development. This could be extended to other professional registration bodies. S Mathe to do draft proposal. Registration Act to be heard in November, expected to go through. Opportunity for a forum for all professions. BIDP could be the linking organization. Jointly organise a presentation by Mr Mothibi Project Implementation. #2
Went through.

SM

2.9 ANY OTHER BUSINESS

2.10 NEXT MEETING

- 2.10.1 The next council meeting will be held on Tuesday, 17th February, 2009 at 6:00pm at BIDP shop, plot 915, Gaborone.

Minutes approved:

	President	Fax	Email	Secretary
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	
	Boyce Mhutsiwa	397 1141	Boyce@mma.co.bw	
	E Dondofema	390 1127	dondofe@hotmail.co	
	P Lyamuya		lyamuyap@mopipi.ub.bw	
	L Hutchings	318 2016	randyb@gbs.co.bw	
	D Young	397 1181	dya@botsnet.bw	
	File			