

MINUTES OF BIDP COUNCIL MEETING NO. 1 2009/2010

Held at BIDP Shop, Plot 915, Gaborone, on 3rd November, 2009 at 6pm.

1.1	Attendance		Phone
1.1.1	Present:	Andreas Groth President	392 3462
		D Young Secretary	397 1181
		Gerrit Vlug Treasurer	533 7249
		B Hyde Member	392 7764
		U Soderstrom Member	391 2173
		Sithabile Mathe Member	392 7764
		S Ngwato Member	318 1581
1.1.2	Absent:	E Dondofema Member	390 1128
		D Nyekele Vice President	392 3159
		L Hutchings Member	391 1025

1.2 PREVIOUS COUNCIL MEETING

- 1.2.1 The minutes of the previous council meeting were agreed to be a true record by those then present.

1.3 ACTIVITIES AND FUNCTIONS:

1.3.1 MATTERS ARISING FROM PREVIOUS MINUTES

- 6.3.2 Presentation of slide show.

Thanks to S Mathe.

- 7.3.3 Sponsoring of Architectural prize should target all students from local colleges and abroad. All members should come up with ideas in terms of Advertising the competition and which colleges and universities to target. #7

Work in development professions: Motswana anywhere, Botswana Presidents.

All: framework is on web site. Design exercise

Integrated design. Open, but needs to get to be implemented.

Email: committee ideas.

ET/ALL

- 8.3.2 Visit to SADC Building: or January 2010?.

ET to follow up. CPM architects: M+R

ET

Possible follow up at Airport Project.

"CBD" area

"High Court"

Otse water recycling at Camphill: A Groth: possible mid February.

1.4 TREASURER'S REPORT

1.4.1 MATTERS ARISING FROM PREVIOUS MINUTES

- 1.4.2 Invoices:

- 1.4.3 Overdrawn: agree security with Bank using our fixed deposit.

GV

- 7.4.2 Letters of reminder have been sent to members who have arrears.

Invoices for subscriptions have also been sent out to all members

Not all invoices seem to have gone out yet.

ET

B Hyde has not received.

S M has not received.

G Vlug will talk to Ellen.

GV

Ellen to confirm receipts have been issued for cash paid at AGM.

ET

7.4.3	Proposal to purchase a fixed property for BIDP to be looked into. GV has spoken to BIArb. treasurer. Possibility of pooling resources with other professional institutions. Pooling resources: G Vlug advises arbitrators. Gaborone dam Check Gaborone City Council for availability of plots: Block 7/8	ALL GV ET
1.5	MEMBERSHIP	
1.5.1	New application received from F Beny approved.	ET
1.6	CORRESPONDENCE	
8.6.1	Three Quotations were received for improving our website. All the companies who quoted should be invited to present at the next council meeting. The presentation will be for 10 minutes for each company. ET to act for next council meeting.	ET
1.7	PUBLICATIONS/NEWS LETTER	
1.7.1	<i>MATTERS ARISING FROM PREVIOUS MINUTES</i>	
7.7.2	Members have shown interest in Rammed Earth Construction. Pending S Mathe website to be refreshed.	SM
7.7.3	David Young will install BIDP electronic forms on website so that users will be able to use the forms online after paying.	DY
7.8.2	Paper for printing Minor Works form of contract. ET should try and photocopy the available paper and see if it cannot be photocopied. D Young to test and decide. Could also print grey and see what it costs to print grey.	DY
7.7.4	BUILDING REGULATIONS FOR BOTSWANA The documented drafted by the Attorney General Chambers was presented. Document needs reviewing.	
1.8	PUBLIC RELATIONS	
1.8.1	<i>MATTERS ARISING FROM PREVIOUS MINUTES</i>	
1.8.2	Matters arising from special meeting of Publications Review Committee.	
1.8.3	Council: tendering advice.	
1.8.2.1	Ask members whether they can give tendering or other advice in forms of use to small contractors/subcontractors.	
1.8.2.2	Certification is not part of basic advice.	
1.8.2.3	A Groth thinks needs illustration to be BOTA organised: not for BIDP. Positive response: we do nothing.	
1.8.2.4	Possibly BIDP can assist training organisations.	
1.8.2.5	S Mathe considers: <ul style="list-style-type: none"> 1. Be able to advise of existing courses. 2. Offer information for those who would like some background in short time course and modest cost courses. Ask members whether they would like to assist. Positive response. 3. Same for control quality topic. 4. Similar: inform contractors. Possibly communicate with citizen contractors organisations. 5. Guide lines for tenders: Publications Review Committee. 	

1.9 ANY OTHER BUSINESS

- 1.9.1 Quote for subcontract: Need to make clear BIDP has copyright and will sell for BIDP benefit; so best is for no charge to subcontractors organisation. GV
Discuss programme at 10th November and advice council. Propose circular for council meeting pre 2nd December, 2009. (advise a week before) BIDP will pay G Vlug..
- 1.9.2 Draft will be issued mid-end de09. Max one week for response. GV/ET
- 1.9.3 Ask Lyamuya to be co-opted: if agreeable. ET
- 1.9.4 Generally work out 6 months meeting schedule: B Hyde 26ja10 then: B Hyde will work out. BH

1.10 NEXT MEETING

- 1.10.1 The next council meeting will be held on Tuesday, 1st December, 2009 at 6:00pm at Plot 915, Gaborone, BIDP shop.

Minutes approved:

	President		Secretary
		Fax	Email
Cc:	Andreas Groth - President	392 3632	agas@info.bw
	D Nyekele - Vice President	392 3159	nyekele@bbi.co.b
	Gerrit Vlug - Treasurer	533 7249	vlug@mega.bw
	D Young - Secretary	397 1181	ya@yabw.net
	Sithabile Mathe	392 7764	moralo@broadpark.no
	B Hyde	392 7764	bernardhyde@btinternet.co
	E Dondofema	390 1127	dondofe@hotmail.co
	S Ngwato	3182377	sngwato@gmail.co
	L Hutchings	318 2016	randyb@gbs.co.bw
	U Soderstrom	397 4465	ulf@mega.b
	File		