



## Lower Kenilworth Improvement District

Bounded by the Railway line, Kenilworth Rd,  
Rosmead Ave and Wetton Rd

# Annual General Meeting

held at Michael Oak Waldorf School,  
4 Marlow Rd, Kenilworth

Wednesday 7 December 2022 at 18h30.

### AGENDA :

- |                                   |   |
|-----------------------------------|---|
| 1. Registration                   | 8. Noting of Audited Financial Statements 2021/22 |
| 2. Welcome and Apologies          | 9. Budget:  |
| 3. Membership                     | 9.1 Approval of the budget for 2023/24            |
| 3.1 Resignations                  | 10. Implementation Plan: Approval for 2023/24     |
| 3.2 New members                   | 11. Appointment of Registered Auditor             |
| 4. Quorum to constitute a meeting | 12. Confirmation of Company Secretary             |
| 5. Previous AGM minutes           | 13. Election of Board Members                     |
| 5.1 Approval                      | 14. General                                       |
| 5.2 Matters arising               | 15. Q & A   |
| 6. Chairman's Report              | 16. Adjournment                                   |
| 7. Feedback on operations 2021/22 |   |

### MEETING ATTENDED BY :

#### LKID COMMITTEE

Pete Linnegar (chair)

Alex Nelson

Rory Moore

Cindy Postlethwayt

Monique Willis

Members: 5

Charles Abbott (secretary)

#### PROXIES WERE RECEIVED FROM:

MA Cullinan	16 Ascot Rd
CP Cullinan	18 Ascot Rd
J van Dyk	17 Ascot Rd
AM Winkelman	24A Ascot Rd
B Carbutt	29 Ascot Rd
A Willis	21 Bathurst Rd
A Smit	36B Gibson Rd
EN Kisch	8 Goldbourne Rd
C Wither	12 Putney Rd
S Naude	7 Ritchie Ave
F Barkhuizen	17 Wargrave Rd

Members: 11

#### MEMBERS as per the ATTENDANCE REGISTER

CMA du Toit	14 Ascot Rd
RC Rous	15 Ascot Rd
J Carbutt	29 Ascot Rd
C Mathew	30 Ascot Rd
J Rayner	40 Bathurst Rd
J Smout	44 Bathurst Rd
S Jack	9A Blackheath Rd
HR Ziegenhardt	18A Gibson Rd
N Veitch	18A Gibson Rd
Ixande Safehaven	25 Gibson Rd
M Arnold	29 Gibson Rd
TL Semevsky	126 Pearson Ave
A Eloff	51 Putney Rd
HR Tyrrell	71 Putney Rd
K Cullis	3 Ritchie Ave
D Lavin	19 Sherwood Ave
J Arnold	30 Wargrave Rd

Members: 17

**TOTAL Members: 33**

#### RESIDENTS ATTENDING (non-members)

K & S Sturgeon	8 Blackheath Rd
S & K Wardle	
G Pickard	13 Country Club Rd
J Taylor	46 Bathurst Rd
A Thesen	15 Penrith
D Sage	39 Wetton Rd
R Stopforth	6 Putney Rd
K Hennessy	7 Gibson Rd
I Domingo	50 Kenilworth Rd

n = 11

#### OTHER ATTENDEES

Bonnie Ascott	City of Cape Town
Katherine Christie	Ward 58 Councillor
Sean Wentink	SAPS
Nic Ansell	Princeton

n = 4

**TOTAL ATTENDANCE: 48**

## **APOLOGIES RECEIVED FROM :**

Cheryl Wither,  
Joy van Dyk,  
Aidan Smit,  
Neil Kisch,  
Cormac & Maryann  
Cullinan,  
Fred Barkhuizen,  
Gail & Gary Fargher,  
Steve Mathew.

## **QUORUM :**

Of the 88 registered members, 33 attended the meeting (22 in person, 11 attending by proxy), thus 38% of our members. (Quorum requirement: 20%)

## **MEMBERSHIP 9 December 2021 to 30 November 2022 :**

**RESIGNATIONS :** Nil

### **MOVED OUT THE AREA :**

3 Members moved out of the LKID area in the course of the year: Marina Green, Colleen Chaplin, AE Hodson.

### **NEW MEMBERS (joined after 2021 AGM):**

Barbara Carbutt	Ruvimbo Moyo-Majapa	M Willis
D Cousins	Nikki Pallini	
D Lavin (Propfocus 1028)	R Shaw (Stellenview Properties)	

**TOTAL MEMBERS :** 88

## **PREVIOUS AGM MINUTES**

The minutes of the 2021 meeting (on the website) were accepted.

Proposed: Melanie Arnold

Seconded: Rory Moore

No Matters Arising were discussed.

## **CHAIRMAN'S REPORT :**

Good evening Ladies & Gentlemen and thank you for attending tonight.

I would like to recognise and welcome members of our Community and the City who support us in our endeavours :

Our Ward 58 Councillor, Katherine Christie

From the City, Bonnie Ascott

From Wynberg SAPS, Capt. Shawn Wentink

From Princeton, Nic Ansell

After 2 and a half years of operation, what have we achieved ? I don't wish to steal the thunder from our Directors who will report on their portfolios, so I will give a brief summary.

1. We have 40 cameras up and running throughout the neighbourhood, monitored 24 x 7 and have seen a marked improvement in our security situation. Rory will report on the figures.

I do however want to thank those residents who have provided us with electricity and access to their internet, without which we couldn't operate the cameras. As a direct result of loadshedding we have taken the decision to install UPS devices on 9 strategic cameras to keep them operating when we are without power. All the cameras are serviced quarterly in terms of our contract to ensure they are in good operating order.

2. Our supplementary street cleaning program has now been running twice a month for the last year. Many of you will have seen the yellow/green LKID vests on cleaning day. This activity has provided jobs for people in need and is helping to keep our area clean.
3. I want to specially mention the time and effort that Rory puts into keeping our area safe, working with Nic Ansell of Princeton, with a huge amount of passion.
4. We have completed our second clean audit and Alex Nelson will report on the financials. And a big thank you must go to Alex and Cheryl Wither who do all the accounting and bookkeeping as a service to our community.
5. Cindy Postlethwayt will report on the huge amount of work she has done on the Urban Management portfolio : a lot goes on behind the scenes but the visible elements are potholes repaired, street lights fixed, drain covers replaced and Kolar Park, not to mention keeping an eye on developments in and around the area. A big Thank you, Cindy.  
Cindy will be stepping down this year due to pressure of work and Neil Veitch has been nominated to take her place.
6. We have also established a relationship with the new owners of the Kenilworth Racecourse. They are keen to work with us in planning the events program for the year but also to open up the course to our residents who would like to visit the fynbos area in the middle of the course or just to jog around the course.
7. The City has published plans to totally revamp the Wynberg taxi ramp. The plan is for a multi storey parking garage to accommodate the various taxi associations and MyCiti bus. We are keeping a close watch on developments.
8. There is also a proposal to partially and permanently close various roads along Imam Haron Road to accommodate the MyCiti bus route along that road. Whilst this is not in our area, residents may wish to inform themselves on the situation.
9. Finally I want to encourage residents to take control of their pavements. Where possible let's get rid of the weeds and plant water-wise plants and convert our neighbourhood into a Garden Suburb. If there is space for trees, the LKID is willing to fund.

I want to compliment and thank Charles Abbott who has filled the Company Secretary position.

At this stage I think it is worth mentioning that your Directors are all volunteers and receive no remuneration at all for the work they do.

In terms of our MOI, one third of our Directorate must step down each year, but may stand for re-election. This year Alex Nelson will step down, but has indicated he is available for re-election.

Monique Willis joined us last year to fill the portfolio of Social Services and Community Events. We have set about planning 2 community events thus far and both have run into approval issues with the City. I am beginning to think that forgiveness is easier than permission.

I also want to mention that we have been approached by two areas to assist them in their applications to become CIDs. The first is Kenilworth above the line and the second Harfield Village. Residents and property owners see a definite benefit in going the CID route. There are currently some 47 CID's in Cape Town with another 25 in the planning stages. I think that speaks for itself.

We now move on to the next item of the agenda.

*Pete Linnegar, Chairman LKID*

[1] FINANCE

Director: Alex Nelson

**Revenue** 1 537 554

*Donations* -

*Rendering of services* 1 537 554

**Operating Expenses** -1 360 263

*Accounting fees* 3 191

*Admin & management fees* 10 000

*Advertising* 5 016

*Auditors remuneration* 10 000

*Bank charges* 2 770

*CCTV leasing for cameras* 246 000

*CCTV monitoring* 276 862

*Cleaning* 61 000

*Communication* 2 456

*Computer expenses* 8 637

*Environmental Upgrading* 7 033

*Insurance* 8 137

*Printing and Stationery* 1163

*Public safety* 702 011

*Repairs and maintenance* -

*Urban maintenance* 15 887

**Operating Surplus** 177 291

*Investment income* 13 685

**Surplus for 2022** 190 976

**Audited Financials - 30 June 2022**

**\*\* 2 months Revenue surplus required by CCT**

Arrear Total R 95,201

Arrear Provision (3% retention rate) R 152,332

  
Registered Auditors Chartered Accountants

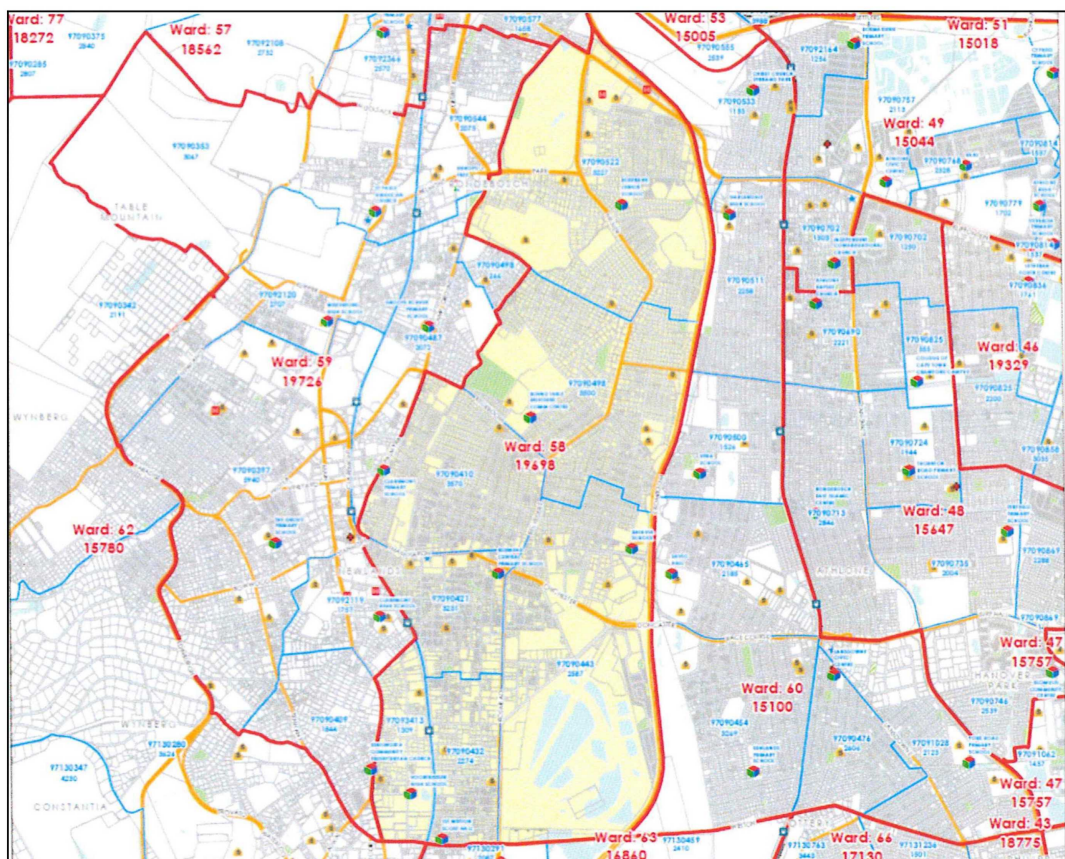
## [2] ENVIRONMENT and URBAN MANAGEMENT

Director: Cindy Postlethwayt

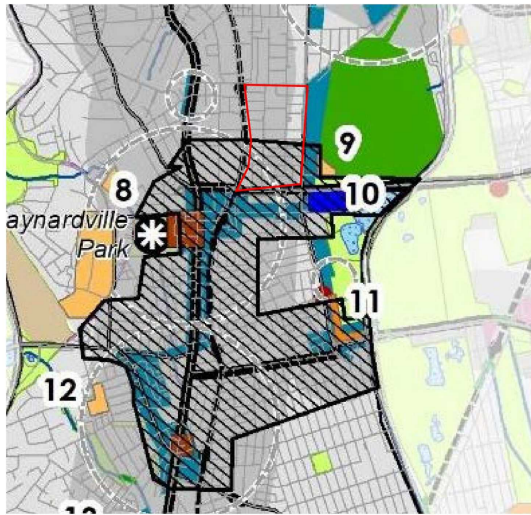
TASK	OUTCOMES 2022
1. Set-up sub-committee of local built environment and landscape professionals, businesses (e.g. garden services, landscaping) and interested residents	Per 2021: applications for comment are circulated by LKID to relevant neighbours by email; more contentious applications are now put up on the website under "have your say" tab, comment can be made individually or through LKID
2. Communication on urban management issues	Website; newsletters; direct mailing to residents affected by issues, requests for comment. Substantial increase in communication from CCT on service delivery matters. Communication from CCT on website or circulated via whatsapp, email and telegram. Attended meeting/workshops with Deputy Mayor on IDP priorities; Mayoral address to Wards 58, 59 & 62; Sub-Council Induction training; HWC service delivery roadmap
3. Comment on applications, development proposals etc	Response to policies for review: <ul style="list-style-type: none"> <li>Ward Council boundary amendments</li> <li>District Policy final revision</li> <li>PT1 &amp; PT2 zones</li> <li>Draft Conservation Body comment form and HWC fee structure</li> <li>Wynberg and Claremont PTI &amp; MyCiti</li> </ul> Land Use: CCT CBO database errors resulted in few applications. Resolved. HWC applications for comment: largely supported. 2 outstanding issues of concern including proposed flats at 1 Country Club Road
4. Monitor and report on unauthorised land use	Ongoing. 1 unauthorised land use
5. Identify problem areas and report to Council for attention e.g. street lights, missing drain covers, illegal signage etc	Ongoing C3 requests & communication with residents: drain cover theft, potholes, Rosmead service road damage, builder damage to roads and sidewalks, problem building, bins, signage, illegal use, fire hydrant damage, etc. High levels of non-service delivery from CCT. Active engagement with Sub-Council Manager required. Monthly Ward 58 Committee meetings with Ward Councillor (commendably pro-active). Reportback from Ward Councillor and Ward 58 meeting minutes uploaded to website. C3 link on website and in newsletters for residents to undertake themselves.
6. Identify supplementary infrastructure enhancements to benefit the LKID	None. Any suggestions?
7. Greening campaigns	Treekeepers Inventory completed. Submitted to various departments in CCT, along with a request for tree maintenance and tree planting on the basis of Inventory identified priorities. Tree maintenance to be undertaken. Reinstatement of Rosmead Ave trees on east side under discussion.

AGM 7 December 2022

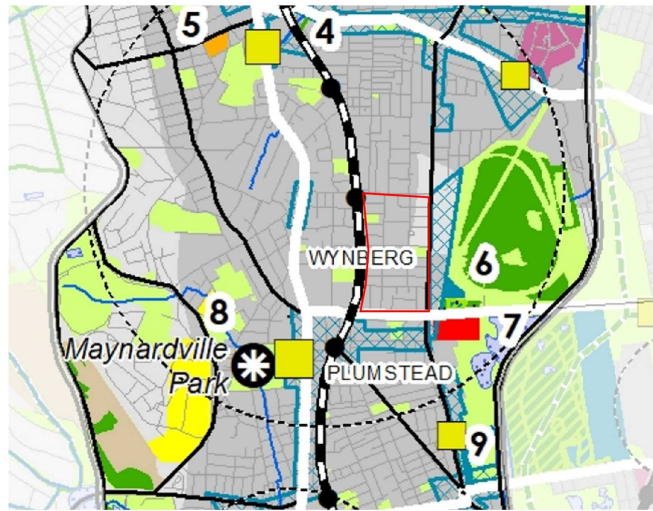
2022 Ward 58 boundaries in Sub-Council 11 Athlone



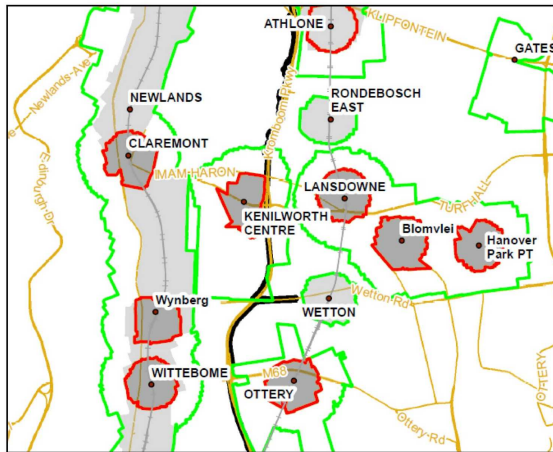




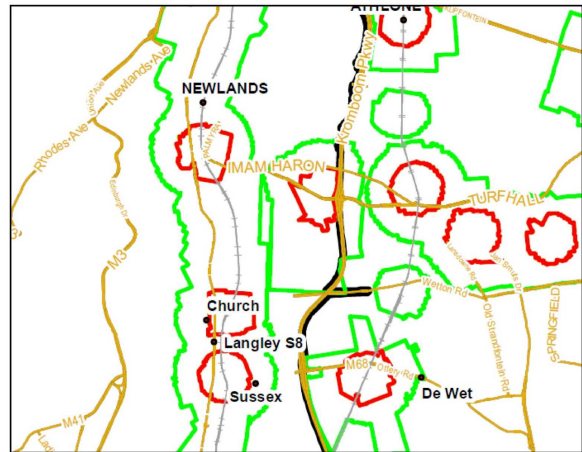
2021 Draft District Plan



2022 Revised final draft District Plan

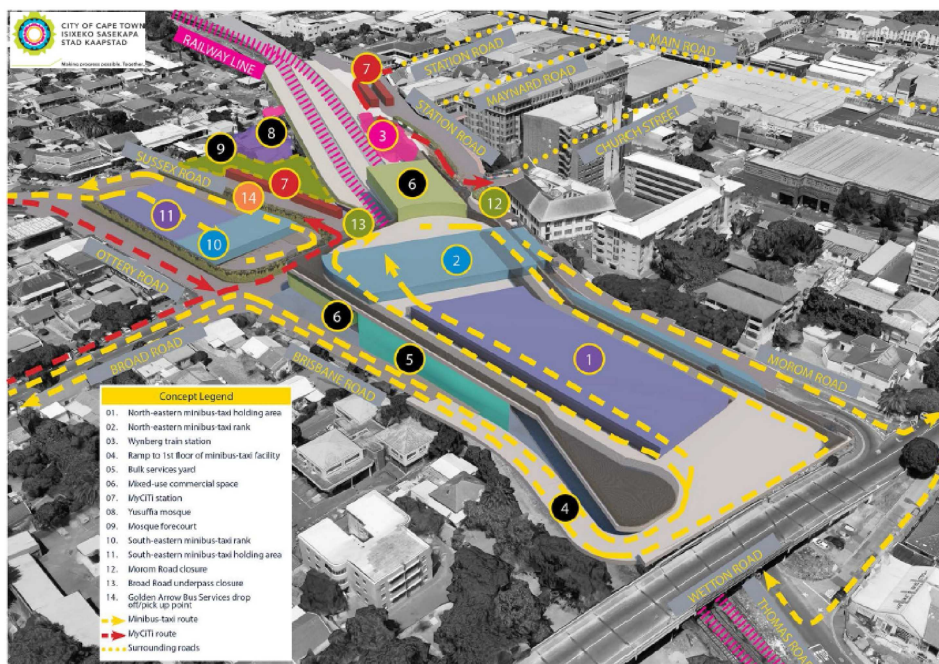


2021 Draft PT1/PT2 Zones map



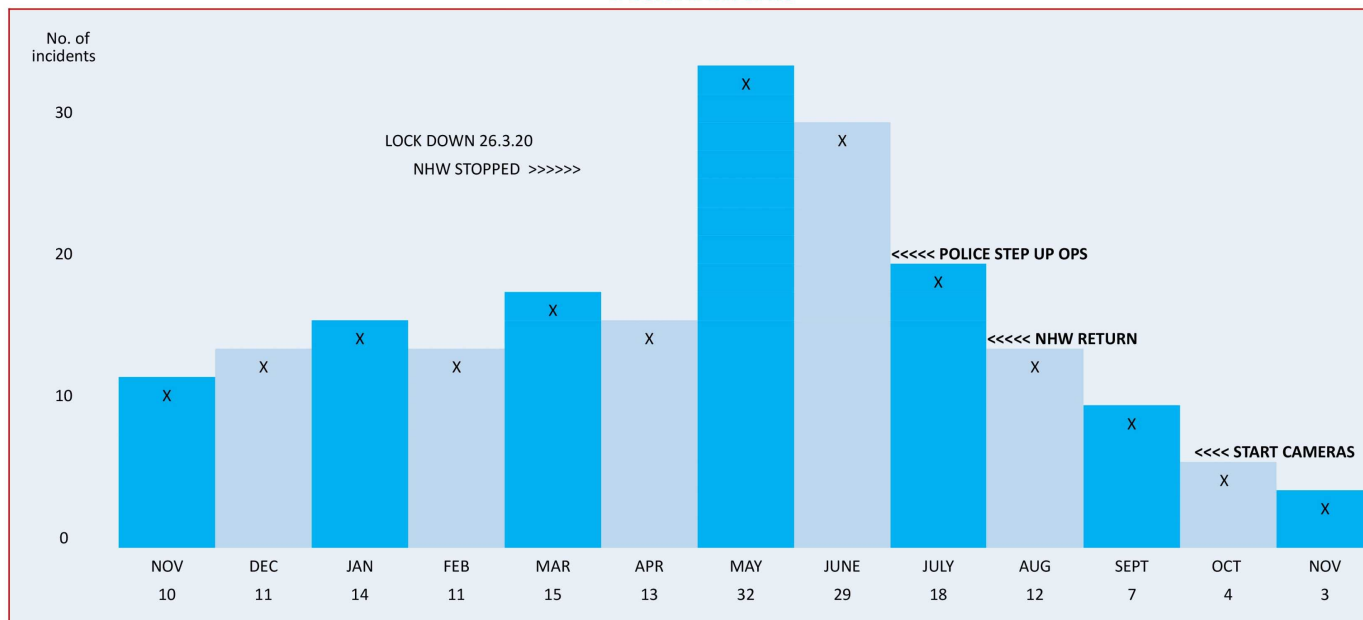
2022 Final PT1/PT2 Zones map

# Proposed Wynberg Public Transport Interchange (PTI)

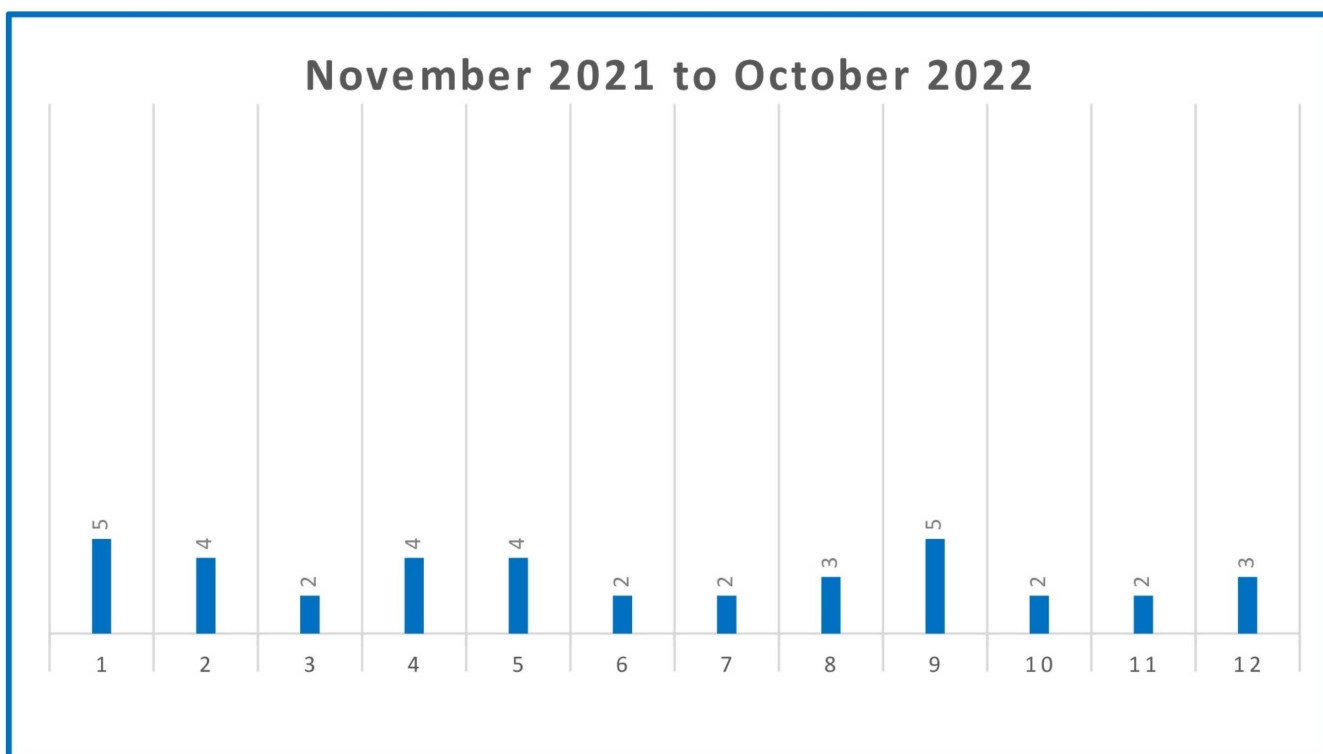


## INCIDENTS PER MONTH November 2019 – November 2020

**Confidential**



## November 2021 to October 2022



# Our Contribution to Crime

Giving Handouts instead of hand ups

Not Recycling

Leaving stuff in cars

Leaving the responsibility for our own safety to somebody else

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## STREET CLEANSING

- ※ Fortnightly street cleaning continues with an assessment average of 86.4 % on inspection.
- ※ The bin at Kolaria Crescent has been removed and the Park declared a bin free environment which is working well.
- ※ Between 450--550 bags of leaves and other street debris are collected each cleaning day.
- ※ Rosmead Ave, Wetton Rd and Kenilworth Rd are kept clean by the City cleaning teams.
- ※ The delay by the city to mow Rosmead Ave is due to the support of the Bee Keeping Association request to refrain from mowing until the grasses have finished flowering.
- ※ Our cleaning team is made up of previously disadvantaged individuals.





## [4] SOCIAL MANAGEMENT and COMMUNITY EVENTS

Director: Monique Willis

PROGRAM 5 – SOCIAL MANAGEMENT									
ACTION STEPS	RESPONSIBLE	FREQUENCY	Y1	Y2	Y3	Y4	Y5	PERFORMANCE INDICATOR	COMMENTS
1. Work in conjunction with local social welfare & job creation organisations to develop the delivery of supplementary services	Social Dev & Events Portfolio	Ongoing	➡	➡	➡	➡	➡	Social intervention plan with clear deliverables & defined performance indicators to guide delivery	This will be a long term action plan that will take time to develop
2. Co-ordinate social development programs with the City Social Development Dept	Social Dev & Events Portfolio	Quarterly	4	4	4	4	4	Meet quarterly to get feedback	
3. Public awareness program on social issues	Social Dev & Events Portfolio	Ongoing	➡	➡	➡	➡	➡	Keep the community aware of social issues	

PROGRAM 7 – COMMUNITY EVENTS									
ACTION STEPS	RESPONSIBLE	FREQUENCY	Y1	Y2	Y3	Y4	Y5	PERFORMANCE INDICATOR	COMMENTS
1. Plan to hold a food market in spring.	Events & Social Management Portfolio	Annually	1	1	1	1	1	Successful community involvement	
2. Plan for Arts & Craft markets in summer,	Events & Social Management Portfolio	Annually	1	1	1	1	1	Successful community involvement.	

## APPROVAL OF BUDGET 2023/24 :

For our first 2.5 years we have been running at a small surplus, as any good business should. Some of that surplus has been allocated to a fence at the top of Blackheath Road. We have homeless people occupying that area, making fires and generally disturbing the residents of Chesterton and Chamonix. We are hopeful that the City will actually fund the fence but in the event they do not have the funds, we believe it is prudent to set aside these funds.

The left hand column of this slide is the Budget that was approved in the original Business Plan of R1 747 million. Removing the R55000 set aside for the Blackheath fence from the proposed budget gives us R1 718 million for the 2023/24 budget. This has been achieved by cutting costs wherever we could.

This is a 4.2% increase in the budget this year over last year, for which we are seeking your approval. This is below inflation and to put it into perspective it equates to R4 per R100 of rates.

You have all seen the affect that our CID has had on crime & grime in our area, and I recommend your approval of this budget.



### GROWTH:

Expenditure 7.6%

Additional Rates Required 4.2%

2023/24 Proposed Utilisation of Accumulated Surplus		
EXPENDITURE	Proposed Budget	
Projects	R 55 000	100.0%
Blackheath Road Fence	55 000	
TOTAL EXPENDITURE	55 000	100.0%

	As per Business Plan		Proposed Budget		Variance	
	R		R		R	
<b>INCOME</b>						
Income from add. Rates	-1 747 373	100.0%	-1 718 010	96.9%	29 363	-114.5%
Other: Accumulated Surplus	-	0.0%	-55 000	3.1%	-55 000	214.5%
<b>TOTAL INCOME</b>	<b>-1 747 373</b>	<b>100.0%</b>	<b>-1 773 010</b>	<b>100.0%</b>	<b>-25 637</b>	<b>100.0%</b>
<b>EXPENDITURE</b>						
<b>Core Business</b>	<b>1 546 909</b>	<b>88.5%</b>	<b>1 546 570</b>	<b>87.2%</b>	<b>-339</b>	<b>0.0%</b>
Cleansing services	110 509		110 000		-509	
Environmental upgrading	18 937		10 000		-8 937	
Law Enforcement Officers / Traffic Wardens	-		-		-	
Public Safety	791 073		791 073		-	
Public Safety - CCTV monitoring	313 855		324 643		10 788	
Public Safety - CCTV - Leasing of cameras	279 585		276 854		-2 731	
Social upliftment	14 013		14 000		-13	
Urban Maintenance	18 937		20 000		1 063	
Depreciation	-	0.0%	-	0.0%	-	0.0%
Repairs & Maintenance	-	0.0%	-	0.0%	-	0.0%
Interest & Redemption	-	0.0%	-	0.0%	-	0.0%
<b>General Expenditure</b>	<b>148 043</b>	<b>8.5%</b>	<b>109 900</b>	<b>6.2%</b>	<b>-38 143</b>	<b>-2.2%</b>
Accounting fees	14 245		10 000		-4 245	
Administration and management fees	23 820		5 000		-18 820	
Advertising costs	16 854		8 000		-8 854	
Auditor's remuneration	11 910		12 000		90	
Bank charges	3 933		4 400		467	
Communication	2 354		3 500		1 146	
Computer expenses	18 295		10 000		-8 295	
Contingency / Sundry	7 303		8 000		697	
Insurance	11 236		12 000		764	
Meeting expenses	2 525		2 500		-25	
Office rental	14 292		10 000		-4 292	
Printing / stationery / photographic	3 158		3 500		342	
Secretarial duties	14 292		18 000		3 708	
Telecommunication	3 826		3 000		-826	
<b>Projects</b>	<b>-</b>	<b>0.0%</b>	<b>10 000</b>	<b>0.6%</b>	<b>10 000</b>	<b>0.6%</b>
Community Fun Run	-		10 000		10 000	
<b>Capital Expenditure (PPE)</b>	<b>-</b>	<b>0.0%</b>	<b>55 000</b>	<b>3.1%</b>	<b>55 000</b>	<b>3.1%</b>
Fence	-		55 000		55 000	
<b>Bad Debt Provision 3%</b>	<b>52 421</b>	<b>3.0%</b>	<b>51 540</b>	<b>2.9%</b>	<b>-881</b>	<b>-0.1%</b>
<b>TOTAL EXPENDITURE</b>	<b>1 747 373</b>	<b>100.0%</b>	<b>1 773 010</b>	<b>100.1%</b>	<b>25 637</b>	<b>1.5%</b>
(SURPLUS) / SHORTFALL	-		-		-	

After a show of hands the Budget was approved unanimously.

## APPROVAL OF ADDITIONS TO IMPLEMENTATION PLAN 2023/24 :

### Additions shown in Items 23 and 24 below

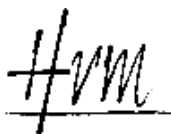
PROGRAMME 1 — LKID MANAGEMENT & OPERATIONS									
ACTION STEPS	RESPONSIBLE	FREQUENCY	Y1	Y2	Y3	Y4	Y5	PERFORMANCE INDICATOR	COMMENTS
1. Appointment of assistants.	LKID Board	Ongoing	➡	➡	➡	➡	➡	Competent people to assist in running the LKID.	As required, competitive process
2. Continued operation of the LKID Management office	LKID Board	Ongoing	➡	➡	➡	➡	➡	Efficient operation and office open to public.	
3. Appointment of relevant service providers	LKID Board	In 1 <sup>st</sup> year and year 4	1	0	0	1	0	Appointment of suitably qualified service providers by competitive process	Public safety service provider 4-year contract. Service providers evaluated annually.
4. Board Meetings	LKID Board	Monthly	12	12	12	12	12	Monthly Board Meeting minutes	First 30 mins open to the community.
5. Financial reports to CCT and LKID Board	Finance portfolio	Monthly	12	12	12	12	12	Submit reports timeously by the 15 <sup>th</sup> of following month to CCT.	Refer to Finance Agreement
6. Audited financial statements	Treasurer/ Company Secretary	Annually	1	1	1	1	1	Unqualified audit reports submitted to the City by 31 August each year.	
7. Communicate LKID arrears list	Treasurer/ Company Secretary	Monthly	12	12	12	12	12	Observe and report concern over outstanding amounts.	No Director can participate in Board Meetings if in arrears with CCT.
8. Feedback to members at AGM	LKID Board	Annually	1	1	1	1	1	AGM completed by 31 December. Approval of : - Annual Report - AFS - Election of Directors - Next year IP & Budget - In year 5 renewed application.	Once a year.
9. Submit Annual Report and Annual Financial Statements to Subcouncil.	Treasurer/ Company Secretary	Annually	1	1	1	1	1	Submit AFS and Annual Report to subcouncil within 3 months of AGM.	
10. Successful day-to-day operation of the LKID	LKID Directors	Ongoing	➡	➡	➡	➡	➡	Monthly feedback to Board.	
11. Comply with all requirements of the Companies Act and King IV principles.	Treasurer/ Company Secretary	Annually	1	1	1	1	1	Comply with Section 24 of the Companies Act : - register auditors and submit to CPIC within 10 days of any change - register new directors and submit to CIPC within 10 days of any change - submit annual returns to CIPC within 30 days of the anniversary of the NPC	
12. Submit input to CCT Budget & Integrated Development Plan	LKID Board	Annually	1	1	1	1	1	Annual submissions to Subcouncil Manager.	Oct – Feb annually
13. Submit input to City Capital Projects.	LKID Board.	Annually	1	1	1	1	1	Annual submissions to Subcouncil Manager.	Oct – Feb annually
14. Communicate with property owners.	LKID Board	Ongoing	➡	➡	➡	➡	➡	Regular Whatsap messages and quarterly newsletter.	
15. Mediate on issues with and between property owners.	LKID Board	Ongoing	➡	➡	➡	➡	➡	Provide an informed opinion on unresolved issues and assist where possible.	
16. Promote & develop LKID membership.	LKID Board	Ongoing	➡	➡	➡	➡	➡	Maintain an up-to-date membership that represents the LKID community.	Ensure application form on website.
17. Build a working relationship with Subcouncil Management, Area Directors and relevant CCT officials & depts.	LKID Board	Ongoing	➡	➡	➡	➡	➡	Successful & professional relationships with CCT officials, resulting in enhanced comms, cooperation & service delivery.	
18. Obtain annual Tax Clearance Certificate.	Finance Director	Annually	1	1	1	1	1	Within 1 month of expiry of the current TCC.	
19. Perform Budget review	LKID Board	Annually	1	1	1	1	1	Submit adjustments to CCT by 31 March.	
20. Apply for Tax Exemption status.	Finance Director	Y1	1					By the end of the 1 <sup>st</sup> financial year.	
21. Register as a Supplier with CCT	Finance Director	Y1	1					Successfully registered.	
22. Compile the LKID renewal application.	Finance Director	Y5					1	Submit a comprehensive renewal application for approval by the members and CCT by 31 August.	
23. Implement Business Plan	LKID Board	Annually	90%	90%	90%	90%	90%	% of budget spent	Ensure that the benchmark of 90% is attained.
24. Protection of Personal Information Act (POPIA) declaration	LKID Board	Annually	1	1	1	1	1	At the first Board meeting after the AGM, new Directors to sign the POPIA declaration	

After a show of hands the Additions were approved unanimously.

## REAPPOINTMENT OF AUDITORS and SECRETARY :

### AUDITOR

Vermeulen Badenhorst  
CA (SA) / Registered Auditor  
HVM Chartered Accountants, Stellenbosch



### COMPANY SECRETARY

Charles Abbott  
22 Wargrave Road

After a show of hands the Auditors and Company Secretary were appointed unanimously.

## ELECTION OF BOARD MEMBERS :

### RESIGNATION :

<b>C Postlethwayt</b>	Environment and Urban Management	Resigned
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### ELECTION :

NAME	CURRENT PORTFOLIO	
<b>P. Linnegar</b>	Chair	Re-elected
<b>A. Nelson</b>	Finance	Stood down and re-elected
<b>R. Moore</b>	Safety and Security	Re-elected
<b>M. Willis</b>	Social Management and Community Events	Re-elected
<b>N. Veitch</b>	Environment and Urban Management	New Director

After a show of hands the Directors were voted in unanimously.

## GENERAL and QUESTIONS:

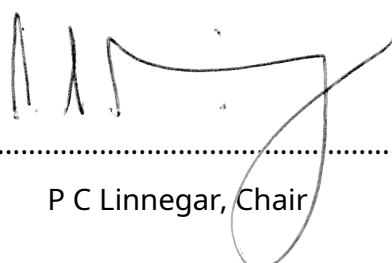
Comments and questions from the floor included:

The legal rights around self defence on private property;  
Noise levels from the Kenilworth Racecourse;  
Vagrants at the top of Blackheath Road and erection of a fence in that area;  
Height and safety of the bluegum trees in Pearson Road;  
Acknowledgement needed for resident Barbara Kohl (urban gardener)  
Spraying of poison against plants on pavements and verges (no protection for workers)

## ADJOURNMENT:

The Meeting was adjourned at 19h30.

The above Minutes are confirmed as a true reflection of the Annual General Meeting.

  
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P C Linnegar, Chair  
.....  
C Abbott, Secretary