

**MINUTES OF THE 31st ANNUAL GENERAL MEETING OF THE
ENGINEERING PROFESSIONS ASSOCIATION HELD AT
THE ROOF OF AFRICA HOTEL & CONFERENCE CENTRE
ON 1 NOVEMBER 2007 AT 18:00**

EPA COUNCIL MEMBERS

<u>PRESENT:</u>	G Seydack	President
	S Tekie	Past President
	F Jeske	Honorary Secretary
	B Cilliers	Civil discipline
	E Albrecht	Technical discipline
	U C Wilson	Administration / Secretary

EPA MEMBERS

<u>PRESENT:</u>	G Diehl	L Redecker	K Lund	A van der Merwe
	F le Roux	H Fritz	H Hess	G Kuchling
	F Kuchling	L Hiwilepo		
<u>APOLOGIES:</u>	G K Kleber	H Matthaei	P Heyns	D van der Merwe
	W Groenewald	H Dedekind	H oberprieler	G Brettschneider
	B van der Merwe			

1. WELCOME AND OPENING

The President, Mr. G Seydack, opened the 31st Annual General Meeting and welcomed all members present.

2. APPROVAL OF MINUTES OF PREVIOUS ANNUAL GENERAL MEETING

Mr. G Seydack briefly read the minutes of the previous Annual Meeting. The minutes were approved as being a true reflection of the proceedings of the previous AGM on the proposal of Mr. F Kuchling and seconded by Mr. H Hess.

3. MATTERS ARISING FROM THE PREVIOUS MINUTES

No matters arose from the previous AGM minutes.

4. PRESIDENT'S REPORT

Mr. G Seydack gave the following brief overview of his President's report, a copy of which will be published in full in the upcoming EPA Annual Report for 2006 / 2007:

- Concern about the EPA's sustainability, which currently cannot be brought about by a decreasing membership but rather by facilitation of seminars/workshops and the administration of bursary schemes;
- For years the EPA Council is made up of mostly the same members, who rotate in the respective positions;
- Consideration should be given to updating the EPA Constitution to bring it in line with the general matters dealt with nowadays;
- The EPA membership had decreased to 132 members, of which only 2 were female;
- Activities of the past year included the launch of EPA's website, the administration of the expanding RA Bursary Fund, the new establishment of EPA's Scholarship Fund Trust that received a considerable donation from Sida for the provision of scholarships/bursaries, the annual Bridge Building Competition, the Coastal Career Exhibition, a training course in association with the Asphalt Academy, a survey on courses to be offered, the appointment of 3 members and 3 alternates to the Engineering Council of Namibia and advice to the ECN with regard to Continued Professional Development.

5. FINANCIAL REPORT

Based on the financial statements for the year March 2006 to February 2007, which would also be published in EPA's Annual Report, Mr. G Seydack presented the following brief financial report:

Total income of about N\$116,000 (36,000 from fees and interest, 26,000 from functions and 54,000 from bursary administration) was exceeded by total expenditure of about N\$129,000, leaving a deficit of about N\$13,000.

It was evident that not much money was to be made from membership fees, while the bursary administration proved profitable. To sustain the EPA it was necessary to build a commercial structure for the association.

The EPA Scholarship Fund currently had a balance of about N\$1,4 million, of which the capital base should remain protected while using the interest for funding of scholarships/bursaries. Rules for the provision of scholarships are to be established soon.

6. ANNOUNCEMENT OF NEW COUNCIL MEMBERS

Without receipt of further nominations Mr. G Seydack announced the 31st EPA council for 2007 / 2008 as follows:

President	Mr. Braam Cillier
Vice-President	Mr. Jürgen Hennes
Past President	Mr. G Seydack
Honorary Secretary	Mr. Fritz Jeske
Honorary Treasurer	Mrs. Sophie Tekie
Technical Discipline	Mr. Erich Albrecht

Mr. G Seydack expressed gratitude for the support received during his past year as President and thanked Mr. B Cilliers for taking over the position of President as well as all those who had made themselves available for EPA Council

7. APPOINTMENT OF AUDITORS FOR 2007 / 2008

Mr. G Seydack announced the re-appointment of Grant Thornton Neuhaus as the auditors for 2007 / 2008.

8. ADDITIONAL AGENDA ITEMS

8.1 National Adjudicators' List

Mr. G Seydack reported that the EPA, as an independent body, had been approached by the City of Windhoek and the Roads Authority to take over the administration of the National Adjudicators' List currently managed by delegates from those two organisations. The NAL administration would involve the establishment of a website, allocation of adjudicators, facilitation of training courses for adjudicators and keeping up to date with international standards for adjudicators. While the EPA may be found willing to assist with the NAL administration, this could only be done once found financially viable and with the full commitment of a few dedicated members.

8.2 Opening on Adjudicators Course from 27 – 29 November 2007

Mr. G Seydack announced the invitation for one person from the EPA to attend this course at the end of November.

9. GENERAL

The following comments were recorded:

1. Mr. H Hess questioned what the EPA stands for and what had been done about proposals made at last year's AGM regarding the EPA's vision/mission.
2. Mr. G Seydack stated that the EPA essentially had to re-vitalise its function and encouraged enthusiastic members to brainstorming a way forward.
3. Mr. H Hess proposed adding the website address to the EPA letterhead.

10. CLOSURE

There being nothing further to discuss Mr. G Seydack thanked all members present for attending the meeting and invited them to a social dinner.

The meeting closed at 19:40.

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PRESIDENT

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VICE-PRESIDENT

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DATE