
ANNUAL GENERAL MEETING

29th April 2010

Secretary's Report

This report is provided to inform the membership of the administration activities of the Board and the Secretariat.

The Board

The Board of Directors under the Chairmanship of Mr. Clark convened on 8 occasions last year and 3 occasions this year. The following are the current Board of Directors;

President	-	Ray Clark
Vice President	-	Richard Sinamoi
Treasurer	-	Zanie Theron
Member	-	Chris Giddings
Member	-	Paul Harris
Member	-	Wayne Dorgan
Member	-	Henry Elias (resigned in September 2009)

The attendance is shown on the attached Chart.

Secretariat

The secretariat has new office equipment and are all operational. Appreciation is extended to Pacific MMI Insurance for the donation of the Acer 17inch flat screen.

Membership

The total membership for 2009 stood at 316 for financial members. Current membership as at 23rd April 2010 is 317. Of the 317 members, there are 3 Honorary Fellows, 9 Fellows, 266 Professional members and 39 Associate Members. The Financial Members listing is attached.

Membership Database

Updating of the Membership Database is ongoing and about 300 member details have been entered to-date. The update is going back as far as year 2000 when the Institute was formed. All members are urged to furnish the secretariat with current contact details to ensure accuracy of the database.

Membership Subscriptions

At the last December meeting the Board resolved that effective 1st January of 2010 the membership Application Fee would be K100.00, Professional Membership annual subscription would be K250 and the Associate Membership annual subscription would be K150.00. As at 31st March 2010, a total of K 69,375 had been received in subscriptions.

Newsletter

The newsletter is circulated quarterly via email and members are welcome to contribute any news worthy items. The next edition should be out end of May early June 2010.

Eileen Simet
Secretary