



**MINUTES
ANNUAL GENERAL MEETING
18 AUGUST 2017 AT 14:00
2 DAGBREEK STREET, SYBRAND PARK**

1. Registration

Guests asked to sign the attendance register

2. Opening & Welcome

Rob Williams, Chairperson of the Amy Foundation welcomed everyone to the AGM. Special welcome to our newest Trustee, Bashkar Latchman and also Kevin Chaplin, our Ambassadors Phumi Nhlapo and Rhoda Kadalie and Chris Mingo as well as Corne Roux, Wayne Kirby, Sibusiso Ntisana (Alumni – joined the programme as a primary school child and is now Trainee Manager at Pick 'n Pay), Sue Van Heerden and Kerry Rosenberg.

3. Apologies

Roxy Levy, Siya Mapoko, Shabnam Parker, James Fernie, Brandell Tuner, Vincent Ntunja, Corinne Abel, Biddy Greene, Gina Kostiris, Wendy Ackerman, Heather Donaldson, Sandy Pekeur, Gabriela Wiener, Mark Kleinschmidt.

4. Sharing and Confirmation of the minutes of the AGM held on 16 July 2016

The minutes were approved by Afiefa Behardien and seconded by Michelle Bagley. Accepted.

5. Rob Williams report

Rob reported that he, Kevin and Siya Mapoko (trustee) had various meetings in Johannesburg to raise funds and the Foundation's profile. It went really well. Flights, accommodation and transport all donated. Planning to do another trip again soon.

Rob Williams handed over to Kevin Chaplin.

6. Kevin Chaplin, Managing Director's report

See **attached** presentation.

- a. Audited financials as at end Feb 2016. Moore Stephens will have the 2017 audited financials ready by October. Copies available on request. Moore Stephens has mentioned that Amy Foundation is one of the best and well managed NPOs they audit. Kevin showed the figures for income and expenses – attached
Need to increase MySchoolMyVillage supporters and pledges
Amy's Wine challenge – the current supplier cannot bottle enough and we need to find a new supplier.
Have to work hard in the current economic climate to raise funds.
Keeping cost down is important.

- b. Programmes – Lots of highlights as per the attached.
Also noteworthy is the diving kids who won interschool. Chess and hockey also doing very well.
Monitoring & Evaluation is a very important item to get right.
A big challenge is that Reeds is taking back 2 cars due to the poor economic conditions.
Due to shootings and abductions in the areas we now employ a security guard at additional costs at each centre.
Working hard on preparing for the gala and other events.
The Youth Skills Development programme is a huge success.
- c. Human Resources
Important pillar – need to employ the right people for the right jobs. Still logistics coordinator position and marketing assistant positions vacant.
Performance assessments of staff, KPI's and contracts a big focus. Ensuring each staff member has a contract in place and understand their Key Performance Indicators.
- d. PR, Events & Fundraising
Gala 1 September, hoping to revive the Youth Spirit Award next year. Did very well with the Cape Town Cycle Tour
Rebranding was a huge success and many compliments were received. Well done to Michelle Bagley.
- e. Going forward
Raising the necessary funds
Continue what we do in our programmes and always improving ourselves

Rob thanked Kevin for the well documented presentation.

7. General

Rob mentioned that the Foundation would not function probably without the staff, supporters, donors and partners. He thanked everyone for their support. The Amy Foundation is a well-respected organisation and will continue to be.

Kevin thanked everyone for attending and their support.

8. Closure

The AGM for 2017 formally closed at 15:00. The next meeting will be held in 2018.

RW Williams
CHAIRMAN