

DRAFT MINUTES

2018 Annual General Meeting

Friday, 5 October 2018

1. WELCOME AND APOLOGIES

Adv. Josephine Ralefatane, in chair, welcomed all those present. The following apology was noted:

(a) Ms. Elaine de Lange

2. QUORUM & CONSTITUTION OF THE MEETING

The meeting had a quorum as more than 3 members were present.

3. ADOPTION OF AGENDA

The agenda was adopted without any changes when Ms. Nirvani Dhevcharran moved and Dr. Nono Mothusioa- Mathabane seconded.

4. CONSIDERATION OF RECEIVED PROXY FORMS

Two proxies were received. A proxy from Theodorus appointing Mr. Calvin Brown as proxy. As well as a Proxy from Mr. Christo van Rooyen appointing Mr. Nicholas Msibi as proxy.

5. ADOPTION OF THE MINUTES OF THE PREVIOUS GENERAL MEETINGS

5.1 Draft minutes of the 2017 Annual General Meeting (Annexure A);

The minutes were adopted when Mr. Mcebo Khumalo proposed the adoption of the minutes and Dr. Nono Mothusioa- Mathabane seconded.

5.2 Draft minutes of the 27 February 2018 SGM (Annexure B)

The minutes were adopted when Mr. Ant Brooks proposed the adoption of the minutes and Ms. Nirvani Dhevcharran seconded.

6. CHAIRPERSON'S ANNUAL REPORT

The Chairperson presented her annual report, which covered the following areas:

- a) Governance and Operations
- b) Policy and Regulation
- c) Amendment of the .ZA ADR Regulations
- d) .ZA namespace Developments
- e) Schools Online Presence Project
- f) Internet Governance
- g) Technical Management of the .za Domain
- h) Registrar- Reseller development
- i) Finance Report

The Chairperson's Annual Report is attached at the end of these minutes.

7. APPROVAL OF THE 2017/18 AUDITED FINANCIAL STATEMENTS

The Treasurer, Mr. Nicholas Msibi and Mr. John de Jager presented the 2017/2018 Audited Financial Statements (AFS) to the members.

No changes or amendments were proposed to the AFS and the 2017/2018 AFS were accordingly approved when Mr. Mcebo Khumalo proposed the adoption and Mr. Gabriel Ramakotjo seconded. Mr. Calvin Brown abstained.

8. APPROVAL OF THE APPOINTMENT OF EXTERNAL AUDITORS

The CEO confirmed that Rakoma and Associates were appointed as the external auditors for a period of 3 years, subject to annual review at the meeting, which was held on 27 February 2018.

The CEO confirmed that the first year of Rakoma and Associates has come to an end and that the firm has shown great professionalism and experience. The CEO re-emphasised as per the Chairperson's Annual Report that ZADNA received a clean (unqualified) audit for the 2017/18 financial year. Accordingly, the CEO recommended the continuation of Rakoma and Associates term.

The Chairperson requested the members to approve the confirmation of Rakoma and Associate's term for the 2nd year. The appointment of the external auditors was adopted when Ms. Mokgadi Morata proposed the adoption and Mr. Ant Brooks seconded.

9. APPROVAL OF THE 2019/20 BUDGET

The CEO informed the meeting that the 2019/20 budget is not yet ready for approval and that it will be approved at a Special General Meeting during the period of January and February 2019 due to the fact that ZADNA is still in the process of finalizing the draft and awaiting feedback from the Department in respect of the first draft.

Mr. Calvin Brown enquired why the budget was not ready for the meeting and if ZADNA is reliant on the Department prior to approving it. The CEO noted Mr. Brown's query and assured him that ZADNA is following due process and as a matter of best practice and in ensuring national priorities are aligned, ZADNA is required to submit its draft budgets to the Department for input, after which ZADNA prepares the final budget for the members approval. The CEO informed the member that this practice has been conducted in the aforementioned manner for the past few years. The CEO also assured the member that the budget will be ready for approval early in 2019 (New Year) and that a Special General meeting will be arranged for the approval of the proposed 2019/20 budget.

10. ANY OTHER BUSINESS

None

11. CLOSE

The meeting closed at 16H00

Attendance Register

Members:

Adv. Motlatjo J. Ralefatane
Dr. Nono Mothusioa- Mathabane
Ms. Nirvani Dhevcharran
Mr. Nicolas Msibi
Mr. Mcebo Khumalo
Ms. Mokgadi Morata
Mr. Anthony Brooks
Dr. Nondumiso Mzizana
Mr. Vika Mpisane
Mr. Gabriel Ramokotjo
Mr. Louis Bezuidenhout
Mr. Calvin Browne
Ms. Dineo Mathebula
Ms. Tracy Kganakga
Mr. Basjan Kleyn
Ms. Boitumelo Sebogodi
Ms. Hendrina Williams
Mr. Ursuley Matjeke
Mr. Peter Madavhu

Proxies:

A proxy from Theodorus Kramer appointing Mr. Calvin Brown as proxy.
A Proxy from Mr. Christo van Rooyen appointing Mr. Nicholas Msibi as proxy

DTPS:

Mr. Zaanaria Mphye
Mr. Jomo Masango

Financial and Secretarial Services:

Mr John Henry De Jager

External Auditor

Ms. Nyasha Ditata (Rakoma and Associates)