



Minutes of Annual General Meeting

Date of Meeting	22 November 2011
Time of Meeting	16H30
Location	Nedbank, Corporate Suite, Block C, 105 West Street, Sandton, Gauteng

1. **Welcome**
 - a. The meeting was opened by George Ambler who welcomed all present
2. **Apologies**
 - a. Apologies were received from Jan Niezen.
3. **Proxies and Quorum**
 - a. Proxies were received from 2 members – Johann Botha and Peter Brooks
 - b. The meeting was attended by 8 members – see list of attendance register attached.
 - c. 10 members were represented at the meeting in person and proxy. The meeting was declared quorate as the articles of association require 3 members present to form a quorum.
4. **Acceptance of previous minutes**
 - a. A correction to the previous minutes was requested where by Aldine Oosthuizens surname was incorrectly spelled.
 - b. The minutes of the 2010 AGM were accepted – this was proposed by George Ambler and seconded by Calvin Ferreira.
5. **Financial Report**
 - a. Christopher Jones presented the 2010 audited financials - presentation available on www.itsmf.org.za in the members lounge.
 - b. Lloyd Viljoen were proposed as auditors by Christopher Jones and agreed to by all members present as reflected on the voting sheets.
6. **Chairman's Report**
 - a. George Ambler presented the chairman's report which is available on www.itsmf.org.za in the members lounge for reference.
7. **Nominations for board positions**
 - a. The articles of association require any board member serving longer than three years to stand down. As a result both George Ambler and Christopher Jones tendered their resignations and indicated their willingness to stand again should the meeting vote in their favour.
 - b. An additional 3 board positions were available in order for the itSMFsa to effectively meet its goals. Signed nominations were received from Peter Brooks, Marco Roodt and Tabitha Motau.
 - c. Voting results showed a majority vote in favour of George Ambler (10), Christopher Jones (10), Marco Roodt (10), Tabitha Motau (10) and Peter Brooks(7). The two existing board members, Johann Botha and Calvin Ferreira continue to stand.
 - d. George welcomed the board of directors and advised that they would hold their first meeting on the 6 December 2011 at Digiterra offices in Bryanston.
8. **Meeting Closure**
 - a. There being no further business to discuss the chairman thanked all for their attendance and closed the meeting at 17h45.