

Schoonies Alumni Fund Malmesbury NPC – 1st Congregation

Meeting Minutes Tue 15 April 2025



Topic: Schoonies Alumni Fund NPC – Congregation on Tuesday 15 April 2025

Date: 15 April 2025

Time: 19:00 – 20:00

Medium: Online Meeting – Microsoft Teams

Meeting link: <https://teams.live.com/meet/9371470519260?p=3QuLJzSbDQpOqaiVMZ>

AGENDA

19:00 Welcome (5 min)

19:05 Meet and Greet – Opening by Chair - W. Combrink (3 min)

19:08 Confirmation of Meeting Minutes for meeting held on Wednesday 05 March 2025 – E. Hendriks (2 min)

19:10 Financial Reporting – Nedbank Club Account - MF Abrahams/ E Hendriks (5 min)

19:15 Resolution to establish NPC Bank Account (5 min)

19:20 Adoption of Constitution (10 min)

19:30 Appointment of Executive/ Non-Executive Directors (15 min)

19:45 Memorandum of Incorporation (MOI) and Establishment of Committees (10 min)

19:55 Next Actions (5 min)

20:00 Meeting Closure

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MEETING MINUTES FOR TUESDAY 15TH APRIL AND NEXT ACTIONS

Congregation Conveners: W Combrink/ E Hendriks

ATTENDANCE REGISTER	
Apologies	
1.	W Combrink
2.	C Baatjies
In Attendance	
1.	MF Abrahams
2.	B Conrad
3.	O Krieling
4.	R de Jager
5.	B Coetzee
6.	N Boezak
7.	D van Schalkwyk
8.	J Marcus
9.	E Hendriks

No.	Topic	Outcome/ Discussion Items
1	19:00 Welcome (5 min)	Mr Abrahams welcomed the team to the first congregation of the NPC.
2	19:05 Meet and Greet – Opening by Chair - W. Combrink (3 min)	Wilmore apologised via WhatsApp due to unplanned work priorities and Edwin stood in for him.
3	19: 08 Confirmation of Meeting Minutes for meeting held on Wednesday 05 March 2025 – E. Hendriks (2 min)	Edwin summarised the minutes of the meeting held on Wednesday 05 March 2025 at 7PM SAST. See Appendix A below. Mr Abrahams supported the contents as accurate and complete.
4	19:10 Financial Reporting – Nedbank Club Account - MF Abrahams/ E Hendriks (5 min)	Mr Abrahams confirmed that the existing Nedbank Club Bank Account (non-affiliated to the NPC) still reflected the current balance of R1161.25 (available balance R1111.25) as

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		shared on Friday 4 th of April at 18:28 SAST in the Planning WhatsApp group.
5	19:15 Resolution to establish NPC Bank Account (5 min)	The resolution to establish the NPC bank account will be tabled at the next NPC Board meeting, scheduled for Tuesday 13 th May 2025 at 19:00 SAST. During this meeting, both the Executive and Non-Executive Directors will vote on the Bank account opening Resolution in their officially appointed capacities.
6	19:20 Adoption of Constitution (10 min)	Adoption of Constitution is pending. The constitution in its current documented form (ref CONSTITUTION SCHOONSPRUIT ALUMNI.pdf) will be reviewed for further input and accuracy by the caucus present in the first Congregation on Tue 15 th April 2025. The review will be done via email distribution and Cloud document storage.
7	19:30 Appointment of Executive/ Non-Executive Directors (15 min)	<p>The following individuals have already been CIPC registered.</p> <ol style="list-style-type: none"> 1. Mr MF Abrahams 2. Mr WCW Combrink 3. Mr E Hendriks 4. Ms C Baatjies <p>The following individuals will be CIPC registered with support (unopposed) from the Alumni who congregated on Tuesday 15th April: -</p> <ol style="list-style-type: none"> 5. Ms C Roos *** Non-Executive Director 6. Ms B Conrad *** Non-Executive Director 7. Mr O Krieling *** Non-Executive Director 8. Mr D Petersen *** Non-Executive Director (to be confirmed)

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		<p><i>Note:</i> Post the meeting, Mr Malcolm Arendse was contacted in ref to a meeting proposal made by Mr de Jager in the meeting. Mr Arendse indicated that due to work compliance requirements, he is unfortunately not available to serve as Board Member. 9. Malcolm Arendse *** <i>Not Available</i></p>
8	19:45 Memorandum of Incorporation (MOI) and Establishment of Committees (10 min)	
9	19:55 Next Actions (5 min)	<p>a) CIPC registration of additional Directors → E.Hendriks</p> <p>b) Confirm the available of Mr D Petersen as Ex officio Board Director → E Hendriks/ Mr R De Jager</p> <p>c) Review current Constitution and the MOI for additional input/ accuracy → Alumni Congregation</p> <p>d) Setup next meeting for Tue 13 May at 7pm SAST to adopt Constitution and MOI formally. -→ Edwin</p> <p>e) Establish working committees → NPC Board during next meeting</p> <p>f) Appointment of the Maker (x1) and Checker Directors for Bank Account/ Funds Management (x2) → NPC Board during next meeting</p>

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		<p>g) Post Comms to the Alumni of 1985, 1986, 2005 to enlist their support for the Alumni NPC → Current FB page Administrators.</p> <p>h) Create Booklet in printed and electronic form to showcase the NPC and it's 5x Pillars → Alumni Planning Committee/ Mr MF Abrahams</p> <p>i) Post Ads on official Facebook pages (school and alumni FB pages) about the formation of the NPC and its intent/ purpose and need for a minimum of R50 funding per member. (Make it easy to engage). → Current FB page Administrators</p>
10	20:00 Meeting Closure	The meeting was closed at 20:00 SAST. The next meeting will be held on Tue 13 May at 7pm SAST.

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APPENDIX A:

Meeting Minutes from Wednesday 05 March 2025

Meeting started: 18:00 CAT / Meeting ended: 18:45 CAT

1. Review existing 2018 Alumni Constitution for adoption. (All Members)
2. Register NPC for Funding Drives. Identify Suitable Candidates and Appoint Board of Trustees.
3. FYI - Artsware Foundation assisted with Schoonspruit School infrastructure development. (Mr De Jager)
4. Existing Nedbank Club Account in state of dormancy. Reactivate. (W Combrink/ E. Hendriks)
5. Invite more Alumni
6. External Marketing to other Schoonspruit Alumni to participate in Funding Drive. (W. Combrink/ E. Hendriks)
7. FYI – For the 4th year running, Schoonspruit Golf Day with companies supporting fundraising. (Mr De Jager)
8. Technology - Edwin suggested that a website goes up to show what the Alumni is up to, to give members full visibility of activity. (E. Hendriks)
9. Appointment of a permanent administrator to assist with funding activities. (TBA)
10. Interim suggestion to appointment Willmore as Chair and Edwin as Treasurer. (Adopted)
11. FYI - Old Schoonies counts 4500 members as of today. How to mobilise Alumni from 1980 - 2025. Mobilise more members/ ensure active membership. (Mr Abrahams)
12. FYI - Arrange a meet and greet e.g. Breakfast for members and also support Alumni Businesses in return (Mr Abrahams).
13. Bank Account Signatories - suggestion is to have members physically co-located and or to rely on electronic Banking funds release / approvals mechanism (4-eyes principal). (Mr Abrahams/ (W Combrink/ E. Hendriks)
14. Include outline for NPC registration process in the minutes of today's meeting. (E. Hendriks)

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Document links to access Cloud Stored files

- [Schoonies Alumni Fund Roadmap PDF 20 March 2025](#)
- [Schoonspruit Alumni Fund NPC - MOI - 2025 draft v0](#)
- [Schoonspruit Alumni Fund NPC Org Structure – PROPOSED 07 Mar 2025](#)
- [CONSTITUTION SCHOONSPRUIT ALUMNI](#)
- [Schoonies Alumni Fund NPC Directors and Designations April 2025](#)
- [Schoonies Alumni Fund Malmesbury NPC - Projects 2025 v1](#)

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Next meeting: Tue 13 May at 7pm SAST

