



Notice is hereby given of the Annual General Meeting (AGM) of the Maitland City Improvement District NPC (MAITCID) that will take place on the 29 October 2019, Boardroom, Capita SA at 65 Voortrekker Road, Maitland, Cape Town, 7405 at 16:00 where the following items will be discussed:

AGENDA

1. Registration
2. Welcome & Apologies
 - 2.1 Membership
 - 2.1.1 resignations
 - 2.1.2 new members
 - 2.2 Quorum to constitute a meeting
3. Previous AGM minutes
 - 3.1 Approval
 - 3.2 Matters arising
4. Feedback on operations 2018-19
5. Noting of Audited Financial Statements 2018-19
6. Approval of extension of the 5-year term Business Plan 2020-2025
7. Approval of budget 2020-21 Budget
 - 7.1 Approval of budget 2020-21
8. Approval of implementation plan 2020-21
9. Appointment of auditors
10. Confirmation of Company secretary
11. Election of Board Members
12. General / Q & A
13. Adjournment

Please note the following:

The present Directors of the Maitland City Improvement District NPC and their respective portfolios are:

Name	Current SRA Portfolio
Helen Brown	Chairperson
Shaughn Emmenes	Director
Avi Milstein	Director
Thomas Blatherwick	Resigned – 30 April 2019

All stakeholders and interested parties are invited to attend, however, only owners registered as members of the company may vote.

- Per clause 11.9.2 of the Memorandum of Incorporation, no member who is in arrears with payment of the additional rate for more than 60 (sixty) days, shall be entitled to vote at an AGM for so long as s/he is so in arrears except if the member can prove that s/he is in a dispute or has entered into an appropriate payment arrangement with the City or can provide proof of payment.
- Owners wishing to apply for membership should do so via the website or by email. New membership applications should be received by 22 October 2019 (*one week before the meeting*) to be approved and accepted at a meeting of the Board of directors of the Maitland City Improvement District NPC prior to the AGM.
- Any member may appoint a Proxy to attend the meeting on his/her behalf. Forms of Proxy may be downloaded from the website or requested by email. The proxy form must be delivered to the offices of the Company no less than 24 hours prior to the advertised time of the start of the meeting, failing which it shall not be deemed to be valid.
- Enquiries should be addressed as far in advance as possible, by email as above or by letter to the registered office of the company. The Annual Financial Statements can be downloaded from the website.
- Clause 12.1.7 of the MOI states “As required by item 5(1)(b) of Schedule 1 to the Act, at least 1/3 (one third) of the directors shall resign every year at the AGM, but shall be eligible for re-election.” Thomas Blatherwick resigned. Therefore, the following Director: Helen Brown will resign. She has made herself available for re-election as director. Forms for nomination of directors may be downloaded from the website or be requested by email. These forms must be delivered to the offices of the Company no less than 7 clear days prior to the advertised time of the start of the meeting, failing which it shall not be deemed to be valid.

The following documentation is available at the AGM and on the Maitland City Improvement District NPC website at www.maitcid.co.za:

- Membership list
- Advertisements, notice to members and CoR 36.2 form
- Minutes of previous AGM
- Agenda
- Audited AFS (Full set)
- Business Plan 2020- 2025
- Implementation Plan 2020-2021

- Budget 2020-2021
- Membership application form
- Nomination as Director form
- Proxy Form