

Minutes of Institution for the Promoting of Disabled Manpower NPO 003 – 129

37th Annual General Meeting

Minutes of Institute for the Promotion of Disabled Manpower

Annual General Meeting (AGM) held on the

20th September 2019

At Artscape Cape Town

MINUTES OF THE 37th ANNUAL GENERAL MEETING

Artscape DR Marlene le Roux was kind enough to present the Keynote despite her busy schedule—a clear indication of the ever-strengthening of the relationship with the Artscape.

The event hosted discussions on the organisation’s logistics and changes of personnel as well as those from various speakers on topics around the South African Disability Sector. Speakers ranged from an overview of the relationship between the Sector Education and Skills Training Organisation’s and IPDM to bloggers highlighting the influence of terminology and perspective on identity.

Aidan Bizony, the founder of The Disability Diaries, illustrated how ‘person with a disability’ could be disempowering while still being considered a ‘correct’ term within the Community. Importantly, Bizony’s argument (both at the event and on his blog) stressed how terminology is an inherently personal undertaking which can have devastating effects if misused.

SESTO’s Ryan Thys highlighted the various processes involved in getting individuals accredited with alternative qualifications than those offered in ‘traditional’ tertiary institutions. While there are increasingly more of these processes, opportunities, and organisations available to the disabled community. Although SESTO played a significant role in the Community, Thys made it clear that they remain individual-oriented.



Gavin Maggot, IPDM's Vice-Chairperson and DWDE staff member, presented DWDE's approach to reasonable accommodation.

ANNUAL GENERAL MEETING

1. Welcome and Opening.

The Chairperson, Shanaaz Abdol, opened the meeting and welcomed all present.

2. Attendance

Wendy Nefdt

Shanaaz Abdol

Gavin Maggot

Fanie Du Toit

Saadiqah Barends

Ryan Thys

Marlene Le Roux

Cheryl-Lynn Freeman

3. Apologies

Rustim Ariefdien.

4. Notice of Meeting

The announcement of IPDM General Meeting was read, and the meeting was declared to be duly constituted.

5. Correction of the minutes of the previous.

There were no corrections to the minutes of the Annual General Meeting held on the 27th September 2017.

6. Adoption of the minutes of the AGM held on the 27th September 2017.

Proposed: Wendy Nefdt



Seconded: Gavin Maggot

7. Matters Arising

None

8. Presentation of the Constitution.

Wendy Nefdt informed the meeting that the drafting of the amended Constitution is still in progress. She requested a mandate of the members for the Executive Committee to finalise the Constitution and to present it at the next AGM. A mandate to this effect was received unanimously from all members.

9. CHAIRPERSON'S REPORT 2017/2018

It gives me great pleasure to extend to you all a heartfelt welcome on behalf of the IPDM and to say how grateful we are to those of you who have accepted our invitation.

IPDM is not without challenges and started the year with mammoth encounters and had to tackle many areas such as: an administration backlog, Board member resignations for various reasons, employers and volunteers unsettled, DSD Annual Reports Compliance, General reporting and system controls not in place, member relationships, and outdated records which crippled effective communication to name a few. On a lighter note, with the capability and support of the Board, these processes are under construction, including developing policy. I knew the challenges ahead and knew what to do to meet them when I was appointed as Chairperson last year along with the Board.

That said, I would like to sincerely thank the Board for their guidance and support over the past year. Without your commitment, I would not be writing my first Chairperson Report which, hopefully, is giving you an insight on our performance since I took office. I value every board member's skill-set and perspective, and I feel that IPDM could only reap the rewards of our individual specialties and common purpose.

Our key deliverables are to facilitate bi-monthly Bi-Monthly Capacity Building Meetings where we bring disabled people, the Private Sector, and Government Sector together to promote



employment and skills development opportunities. The most critical aspect of these sessions is that it draws us together as the IPDM Community.

The newsletter and website design were updated to give you more comprehensive and streamlined insights into our achievement on a more regular basis. Currently, the letter emphasises success stories. We would like to see.

Over the next year, we hope to report on more disabled people's experiences in employment while keeping them informed on important issues. To help facilitate this, we are hoping to get the newsletter published in three official languages—English, Afrikaans, and Xhosa. We will also be re-launching our Facebook page to help grow interest in us and our activities. This, in turn, should facilitate better communication between ourselves, our members, and the world.

The Disability Advice Desk, a service that enables the Disabled Community to access information and resources from their communities, was established in 2009. The walk-in information desk deals with various matters related to the Disability Sector: health resources, wheelchair repairs, employment and skills development opportunities. The outlets are hosted at various social security offices and community clinics where disabled people can more easily access them. The Advice Desk's work has been bolstered by the Department of Social Development's recognition of the needs of marginalized communities and to strengthen the capacity of civil society to improve access to information and resources. As part of our mission, we launched two more Advice Desks in the Mitchell's Plain and Grassy Park areas. Along with the creation of new Advice Desks, our volunteer base has grown—a growth which is allowing us to engage with strategic planning more effectively to evolve IPDM to have a greater national focus.

A huge thank you to the Department of Social Development and Lottery whose funding and support have played a pivotal role in IPDM's mission.

Having established systems is great but we must revisit their usefulness regularly. If we do not seek to evolve our beliefs and processes, we run the risk of becoming complacent and, in turn, ineffective. While I hope we can maintain as many of the old systems as I can, IPDM will review



their Strategic plan following the AGM. There have been some changes to the way IPDM operates and, I suspect, there will still be some changes to come during my term as Chairperson. My hope with the introduction of these developments is to create an environment where we—both as a Board and as an organisation—can operate more effectively and be better able to meet the goals as set out in the IPDM Vision Statement.

Our financial status is stable, which will be reported in more detail in the coming months. We had cut out office rental and other, related overhead costs. This reduction in costs is due in no small part to Altitude Facilities Management's Alistair Roberts and Epilepsy South Africa Western Cape's Wendy Nefdt for offering their resources to IPDM at no cost. In preparation for IPDM's expanding national footprint, we have creatively streamlined the operations to better suit the organisation's evolving interests and for the impact those interests will have towards our overall mandate.

DSD funding and low membership are a going concern. To address this, we will be making an application to the Lottery, as well as requesting the Corporate and Private sector for CSI funding. IPDM has PBO status and is well-positioned to access various funding pathways. Furthermore, our financial systems are being restructured to better align with governance. With the appointment of the Bookkeeper together with our Treasurer, I am confident they will ensure we are consistent with our policies and practices.

On a governance level, the Board have been consistent in attending monthly meetings and we have been on an exciting journey working alongside such a team thus far. Furthermore, email communication was released regarding a new Constitution that was guided by DSD and the Board. As an outcome of today's meeting, we will facilitate 67% or two-thirds of the members to vote and accept the changes.

Transport. We have identified that communication is vital and that we all need to speak with one voice. It is gratifying to realise mutual interest. SANCB WC started engagement with CocT in June 2018. The Western Cape Network has further been approached by SANCB WC to join the



involvement with the City of Cape Town on Transport matters. A Meeting was held on the 13 August whereby a task team was selected to meet with CoCT on the 30 August 2018. IPDM sits

on the forum as well to ensure our member's going concerns are addressed. We will report on the progress through our Newsletter. IPDM is taking the stand and saying "We" no longer want to be "nice" we want results.

In line with the International Day. 3rd of December, we collaborated with Nedbank and Cape Chambers to have an employer's event on the 29 November 2018. So, we will not have a disability party but instead, have a meaningful impact that creates inclusiveness and resulting in positive networking for Employment Opportunities. More information will follow through our Newsletter.

Saadiqah Barends and I, as Treasurer and I respectively, were nominated to represent IPDM on the SSETA Chamber Boards. so that information within the Landscaping of skills development is known to us and to further increase our knowledge base resources.

Our IPDM Staff, Alex Frantz and Aidan Bizony, has been attending various Disability Organisation AGMs representing IPDM and to put out our interest to collaborate with the sector relating to economic empowerment.

In closing, I would like to end my report in committing our Members and the Disabled Community that IPDM moving forward will practice our Mandate to the fullest. I must also mention that our Members do not make use of the full benefits and would like to encourage that they do. Engage with us as it would allow IPDM an opportunity to measure better how we can be of service and assist our members.

In acknowledgement of the relationships that exist and, I hope, will form during these meetings, I would like to acknowledge my Board Members and, I formally welcome any new members to



IPDM. Thank you for your support through the challenges and achievements. May we continue to prosper and empowering persons with Disabilities It has been without a doubt an inspiration journey.

Amandla!

Shanaaz Abdol

Chairperson

10. TREASURER'S REPORT 2017/2018

The period under review: 1 April 2017 to 31 March 2018

Presented by Saadiqah Barends **Overall Performance**

The Institute for the Promotion of Disabled Manpower performed well financially for the 2018 financial year. The institute's total surplus for the year was R129 255 for 2018, which is a significant turnaround from the deficit of R13 613 in 2017 (total R142 868 improvement). We believe that this turnaround enhances the sustainability of the organisation to further the work of the institute and to support the members.

Revenue and Expenditure

We are grateful to the Department of Social Development and Altitude Facilities Management (PTY) Ltd, for the on-going support of our work. Fundraising efforts were increased, resulting in new sources of funding, mainly the Lottery Foundation. Total revenue for the year increased by 9% from R 442,462 (2017) to R 482,487 (2018).

Total expenditure has decreased by 23%, from R 456 076 in 2017 to R 353 232 in 2018.

The primary sources of income are as follows:

Revenue Summary	Expenses Summary
Interest Received 1 %	Programmatic Costs 80%
Grant Income: DSD 83 %	Operational and Support Costs 20%



Local Donations: Altitude & Lottery 14 %	
Subscriptions and Other Income 2%	

Cash Flow

Total cash in the bank and cash on hand is R 191 772 (2018), R 65 223 (2017). Cash resources had increased by R 126 549. There are 3 banking accounts held by the institute, 2 of which are interest-bearing accounts.

Interest Received_R 5 117	Programmatic Costs_R 281 784
Grant Income: DSD_R 400 000	Operational and Support Costs_R 71 448
Local Donations: Altitude & Lottery_R 70 000	
Subscriptions and Other Income_R 7 370	
Total Revenue_R 482 487	Total Expenses_R 353 232

AUDITED FINANCIAL STATEMENT.

Was done by Sommerville and Associates Chartered Accountants (SA) Registered Auditors.

The report was read out by the Bookkeeper Cheryl-Lynn Freeman. Stating that IPDM is financially in a stable position. The full statement is available.

11. ADOPTION OF THE CHAIRPERSON, AND FINANCIAL REPORT.

Proposed: Fanie Du Toit

Secunder: Rozaan Aghmat



12. APPOINTMENT OF AUDITORS.

Verryn & Co. Inc. is a firm of chartered accountants based in Wynberg, Cape Town, founded on the highest standards of ethics, integrity, service and professionalism.

Accepted: Rozaan Aghmat

Seconded: Wendy Nefdt.

13. NEW BOARD MEMBERS

Wendy read the profiles of the new nominees Underé Deglon, Rida Desai, Chad Lintnaar, and Marcelino Julies and welcome them to the Board. All members accepted the nomination.

14. CAPACITY BUILDING MEETINGS

During the period 2017-2018, the meeting followed Theme was job seekers meets the employer. Also, Seda presented how to open your own Business with Blance Van Neels. Epilepsy SA was also part of CBM presentation what they are offering our Learners

15. THE DISABILITY ADVICE DESK

During the year 2017-2018 the Advice Desk has continued to serve the communities of Athlone, Delft, Lotus River, Retreat and Gugulethu. These Desks are at local Sassa and Day Hospitals. The Advice Desk were engaged from period April 2017-2018. T they have seen 1137 people for years.

Clients involved in various areas worked out in percentages, Athlone 23%, Delft 12%, Gugulethu 4%, Lotus River 14%, Retreat 26%, Seda Events 8%, Advice Desk also took part in disability Day 4%, Open Days 4%, Epilepsy week 1%, Wellness Days 4%. Many of these clients get referred to members of IPDM who are also service providers CTAPD, Epilepsy, Harambee, CTSB, Altitude, etc. The team that provide these services are all people with disabilities.

16. DISABILITY AWARENESS

The Year 2017-2018 the DAD Team was also involved with Disability awareness activities.

Collaboration between IPDM and other Stakeholders. They have taken part in 13 Awareness activities.



Includes the Department of Health and NGO'S. Reports are available on request.

17. IPDM NEWSLETTER

The 4 newsletters was compiled and distributed at DAD and Electronically and at CBM and AGM in June, October, December, March. The Newsletter focuses on events in the disability sector.

18. THANKS AND CLOSURE.

Shanaaz Abdol thanked all attendees. Not only do many of our members, affiliates, and staff strive to achieve their goals, they do it despite their busy schedules and, often, their own difficulties. Chairperson thanked everyone and especially the Board Members for the time they put in. A special Thanks shoutout, once again, to the attendees, the presenters, Artscape, and the organisers for a successful meeting. 2018's AGM.

The meeting closed at 15h06

A handwritten signature in black ink, appearing to read 'Shanaaz Abdol', is written in a cursive style.

Chairperson Signed off:

Date: 30 August 2019