

WATER INSTITUTE OF SOUTHERN AFRICA

AGENDA ANNUAL GENERAL MEETING

**Meeting to be held on Wednesday, 31 May 2017 at 13h30
at ERWAT Auditorium, Hartebeestfontein Office Park R25
(Bronkhorstspuit/Bapsfontein), Kempton Park**

- 1. WELCOME**
- 2. APOLOGIES**
- 3. ACCEPTANCE OF PROXIES**
- 4. APPROVAL OF THE 2016 AGM MINUTES**
- 5. MATTERS ARISING FROM THE 2016 MINUTES**
- 6. CHAIRMAN'S REPORT**
- 7. ANNUAL REPORT**
- 8. PRESENTATION OF THE ANNUAL FINANCIAL STATEMENTS**
The approved Annual Financial Statements for 2016 can be found on the WISA Website or requested from the Financial Manager on fm@wisa.org.za
- 9. APPOINTMENT OF AUDITORS**
Morar Incorporated is proposed as the auditors for the 2017 financial year.
- 10. CONSIDERATION OF SPECIAL AND/OR ORDINARY RESOLUTIONS**
(Proposals for discussion must be submitted to the Chief Executive Officer 14 days before the AGM takes place).
- 11. GENERAL**
(Subject to the approval of the Chair)
- 12. ANNOUNCEMENT OF OUTGOING DIRECTORS/ COUNCILLORS AND EXPRESSION OF GRATITUDE**
- 13. ANNOUNCEMENT OF THE CHAIRMAN FOR 2017/2018**
- 14. CHAIRMAN'S ADDRESS – WAY FORWARD**
- 15. ANNOUNCEMENT OF COUNCIL AND BOARD FOR 2017/2018**
- 16. CLOSURE OF MEETING**

Please note that in terms of the Memorandum of Incorporation:

1. **Clause 27.1** The quorum at a Council Meeting shall be 7 (seven) Council Members entitled to vote, personally present.
2. **Clause 29.6** (WISA) Members shall have the right to attend and participate in debate at an Annual General Meeting of the Company. Members may also submit proposal for consideration however, the right to vote on any proposal at such a meeting shall be restricted to Council Members.
3. **Clause 30.1** A Council Member may appoint any other Council Member or Member as a proxy to attend, speak and vote at a Council Meeting on behalf of the Council Member.

Further to the above, any Council Member/ Member who is unable to attend the above meeting must please complete the proxy form below and have this returned to Ms Melissa Wheal at the WISA Head Office as soon as possible. This is in terms of the Company's statutes. Fax number: 011 315 1258 or email to admin@wisa.org.za by Friday, 26 May 2017.

PROXY FORM FOR WISA COUNCILLORS/ MEMBERS:

WATER INSTITUTE OF SOUTHERN AFRICA

(A non-profit company incorporated for a public benefit or other object(s) as required by item 1 (1) of schedule 1 of the Companies Act)

I _____, being a Councillor /Member of the above Company:

Member No. _____ hereby Appoint _____

Member No. _____, who is also a fully paid-up Member as my proxy to vote for me on my behalf at the Annual General Meeting of the above Company to be held on: Wednesday, 31 May 2017 at 13h30 at ERWAT Auditorium, Bapsfontein, Kempton Park and/or at any adjournment / any other general meeting held on the stated date.

My proxy may vote as he/she thinks fit with the exception to the following resolutions:

Resolution to _____

_____ in favour/against

Date: _____

Signature: _____