



Botswana
Institute of
Arbitrators

MINUTES

ANNUAL GENERAL MEETING

HELD ON 12 MAY 2015

AT THE OFFICES OF BOOKBINDER BUSINESS LAW - GABORONE

1. ADOPTION OF THE AGENDA:

It was proposed by Mr K Osei-Ofei and seconded by Mrs J Marinelli that the Agenda of the Meeting be adopted.

The Agenda of the Meeting was adopted unanimously.

2. CHAIRMAN'S ADDRESS:

In the absence of the Chairman, Mr. A M D Allen, the Vice Chairman, Mr. J Bookbinder, opened the meeting at 18:15 by welcoming all present.

Mr Bookbinder read out the written address of the Chairman, which is attached to the Minutes.

3. REPORT BY THE SECRETARY

The secretary informed all present that the required quorum of members, being 51% of the members in good standing is present (there are 36 members in good standing and 19 members are present)

The secretary reported on the membership numbers. It was noticed that it has increased from 55 in December 2012 to 64 in May 2015 due ability of the Institute to process membership applications received. There are 2 new Fellow members, 3 new Associates and 5 new ordinary Members. In the above period the Institute lost one fellow member, Mr Marumo.

The secretary reported that the Institute continued, during last two years, to interact with and answer to the queries of general public, Government and its members.

The secretary pointed out immediate actions being re-branding of the institute, development of the web site, liaising with other organizations and re-starting the evening lectures.

4. **TREASURER'S REPORT**

The treasurer, Mrs. J Marinelli, presented the annual financial statement for 2014, which are attached to the Minutes.

It was proposed by Mr A Ginder and seconded by Mrs S Moss that the annual financial statements for 2014 be adopted.

The annual financial statements for 2014 were adopted unanimously.

5. **ELECTION OF THE EXECUTIVE COMMITTEE**

AMD Allen, A Ginder, S Miglani, J Marinelli and M Bathuleng-Mookodi held themselves available for re-election.

They were all re-elected unanimously.

J Bookbinder and K Osei-Ofei did not hold themselves available le for re-election.

T Rubadiri and G Manis were elected instead.

5. FEE PROPOSALS

The treasurer requested approval for 2016 membership fees, being:

Fellow P 1000

Associate P 750

Member P 250

Corporate P 1000

These fees were proposed by Mr. J Bookbinder and seconded by Mr. T Rubadiri.

The fees were accepted unanimously

7. ANY OTHER BUSINESS

Members present were informed that the Institute, in collaboration with Prof David Butler, has finalized the draft of proposed new Arbitration Act which will be forwarded to the Attorney General for comments.

Since new, redesigned certificates will be introduced, it was discussed if the certificates should have expiry date. It was concluded that they should not.

It was proposed that future AGMs should be organized during weekends and in some other locations in Botswana. The new Executive Committee will take these comments in consideration when deciding on next AGM.

The Vice-Chairman closed the meeting at 19:15 and invited all present for light refreshment.

The above minutes were confirmed as correct during a meeting held on

..... Chairman

..... Secretary