

# Hermanus Animal Welfare Society

## Minutes of the Annual General Meeting Held on Monday 27 August 2025 at 18h00 in the Herman Swart Saal NG Kerk Hermanus

1. Welcome: The Chairperson, Shana Essakow, welcomed all present.  
Quorum confirmed by Shana Essakow
2. Attendance: Marlene Deneeghere; Nicolene; Kelly Kiewitz Caroline Davies; Shana Essakow,  
Members as per attendance list.
3. Apologies: Cheryl Richardson, Irene Sanders; Sheetal Gorhan; Sylvana Doran; Clair Tuttleberg.
4. Minutes of previous AGM had been circulated online and read.  
Approved: Nick Kleinhans: Seconded: Pam Quinn
5. Matters Arising: Correction the to minutes of the previous AGM Meeting Minutes held on Monday,  
22 July 2024 – Cheryl Richardson was incorrectly listed as a member of the new Committee, it should be  
Sheetal Gordan.
6. Chairperson's Report: Shana Essakow read her report which was very positive and detailed the growth  
and successes Haws had achieved in the past year. Several Committee Members had to step down for  
personal or health issues, fortunately new Members were co-opted to step in. The full report will be  
posted online on the HAWS Website.
7. Treasurer's Report: Anthony Olivier summarized the financial situation. Also positive. Anthony was  
co-opted onto the Committee to take over from Hugh Hopkins as Treasurer. A new Treasurer will be  
appointed in the first meeting of the new Committee. The report will be posted online on the HAWS  
Website.
8. Auditors' Report: Was circulated and read. The report will be posted online on the HAWS Website.
9. Appointment of Auditors: Shana nominated BVA Auditing and Assurance to be our auditors again.  
Seconded by Anthony Olivier. This was approved and BVA were appointed for 2025/2026.
11. Nominations and Election of new committee members:  
Three members of the committee had stood down in terms of our constitution and are available for re-  
election: - Shana Essakow, Marlene Deneeghere, Kelly Kiewitz  
The remaining members - Clair Tuttleberg, Caroline Davies and Nicolene Basson were all available for  
re-election without nomination.  
Several nominations were received from members: Anthony Olivier, Willem Keenan, Claudelle  
Stathoulis, Dean Gouws. All nominees gave a short overview of who they are and what they can bring to  
HAWS.

The following members were elected to the committee:  
Marlene Deneeghere; Shana Essakow; Caroline Davies; Clair Tuttelberg; Nicolene Basson; Anthony  
Olivier; Claudelle Stathoulis; Willem Keenan; Dean Gouws.

The HAWS Constitution allows for a maximum of 11 Committee Members and therefore no voting was  
required.

12. Introduction of Dr Vicky Sheasby-Collett.

Shana Essakow introduced the new HAWS Clinic Vet to the Members. Dr Vicky briefly gave the members an overview of her experience.

13. Marlene Deneeghere thanked all the Volunteers for their hard work and dedication to HAWS.

14. Resolution to Adopted a new updated Constitution:

Shana explained that the Constitution as last updated in September 2013 needed to be updated for the following reasons:

- In 2016, the King IV Report introduced new requirements for good corporate governance within Non-Profit Organisations. This made it necessary for the HAWS Constitution to be reviewed and updated.
- As both an NPO and a Public Benefit Organisation, it is crucial that HAWS complies with all statutory requirements. Part of this process included the development of a formal Code of Conduct, which has now been added as an annexure to the updated Constitution.
- At HAWS, we have much to safeguard. We employ 21 staff members, we care for hundreds of animals each year, and above all, we are committed to protecting the strong reputation that we have built over many years.
- To ensure the updated Constitution meets all legal and governance standards, we engaged the services of a lawyer. This ensured that HAWS not only complies with the laws governing NPOs, PBOs, and the King IV guidelines, but that the organisation itself is well protected into the future.

The proposed new Constitution was published on the HAWS website two weeks prior to the AGM and all Members were informed to read the proposed new updated Constitution. Shana Essakow proposed that the members present at the AGM vote on the adoption of the new Constitution, dated August 2025. The resolution was passed and the New Constitution dated 17 August 2025 was adopted by all Members present.

There being no further business, the meeting closed 18:45.

A handwritten signature in black ink, reading 'Shana Essakow'. The signature is fluid and cursive, with the first name 'Shana' being more prominent and the last name 'Essakow' following in a similar style.

Shana Essakow  
Chairperson