

# Minutes of the 2<sup>nd</sup> Executive Committee Meeting of the Namibian Foundation for the Conservation of Seabirds (NAMCOB)

Thursday 16 March 2023 at 16h00 Zoom meeting

## **Present**

Hendrina Mouton (HM), Debmarine – Namdeb Foundation (DNF)
Jess Phillips (JP), Maryland Zoo
Angus Middleton (AM), Namibia Nature Foundation (NNF)
Jessica Kemper (JK), African Penguin Conservation Project
Nicky Stander (NS), Southern African Foundation for The Conservation of Coastal Birds (SANCCOB)
Chris Brown (CB), Namibian Chamber of Environment (NCE)

The following observers were present: Carolin Mutorwa (CM), NNF Samantha Matjila (SM), NNF

Ag	Actions		
1.	Welcome		
	Angus as Chairperson welcomed everyone to this 2 <sup>nd</sup> NAMCOB ExCo meeting	ng.	
2.	Attendance and Apologies		
	All ExCo Members were present plus CM and SM.		
3.	Adoption of Agenda		
	The Minutes of the previous (1st) ExCo meeting were used as the Agenda.		
4.	. Minutes of 1st ExCo meeting of NAMCOB		
	a. <u>Corrections</u>		
	No corrections.		
	b. Adoption		
	The Minutes were unanimously approved.		
	c. Matters arising		
	The Action section of the previous Minutes was used as the Agenda		

## 5. Actions and time schedules

## Job descriptions

The Seabird ranger and Admin job descriptions to be completed, then all job descriptions to be consolidated on one advert by NNF by end March and published in printed and social media. SANCCOB (Katta Ludynia) to circulate in RSA, JK to circulate in Lüderitz. Run advert for 3 weeks – shortlist candidates by end April, then interview asap.

NS, CM & SM

## NAMCOB bank account

Taking a bit longer than anticipated to get all the signatories. Aim to have account opening by end April.

HM with Henriette (NCE)

# • Namdeb property in Lüderitz

Scope of Work for Architect prepared by NS for a facility that could hold up to 1,000 birds. Circulate for final comments by mid April.

NS

# Revised logos

Revised logos were circulated, voted on and the selected logo is used as the header for these Minutes.

# • Website

Requirements for website were provided to the website subcommittee. Reminder to all ExCo to provide a short bio and photo to JP who will edit for conformity and pass on to Alice.

All, JP, Alice

# • Brochure

First draft circulated for information. Second draft to be circulated for comment by mid-April. Leave space for NAMCOB address and contact details – when these are known a sticker will be printed.

CB & CM

## Letter and MoU to Minister of MFMR

Both were circulated for comment, revised and are now ready to submit – will be done in early April.

AM

## Invitation letters for Co-opted Members to ExCo

To follow after letter and MOU to Minister of MFMR. Invitations to the following: a Rep from MFMR, ideally Head of Lüderitz MFMR Office A Rep from MWT, ideally Deputy ED or Shapua Kalomo A Rep from Debmarine, ideally Jan Nell

ΑM

# Agreement between NAMCOB and SANCCOB

To be considered once a NAMCOB Director is appointed.

# 6. Any other business

a. Blue Action Fund

NNF is in final stages of completing the proposal. An additional Euro 400,000 is being requested for NAMCOB and other aspects which will require additional co-funding. Anticipated starting date – from April.

b. Wildlife Disaster Response Plan

Falls under MWT. Question from NS to DNF – can some of the unspent funds at DNF that were allocated to the NAMCOB initiative be used to update the Wildlife Disaster Response Plan?

c. REMINDER: AGM and launch of NAMCOB 5-7 October 2023.

d. Next Meeting20 May 2023, 16h00 – by Zoom.

7. End of meeting

The Chairperson thanked all participants and closed the meeting at 17h10.

# **ExCo Members**

Elected Members					
Name	Organisation	e-mail	Phone		
Angus Middleton (AG)	NNF	agm@nnf.org.na			
Chris Brown (CB)	NCE	ceo@n-c-e.org	081 350 6773		
Hendrina Mouton (HM)	DNF	hendrina.mouton@debeersgroup.com			
Jess Phillips (JP)	Maryland Zoo	jess.phillips@marylandzoo.org			
Jessica Kemper (JK)	African Penguin Conservation Project	jkemper01@gmail.com			
Nicky Stander (NS)	SANCCOB	nicky@sanccob.co.za			
	Co-opt	ed Members			
	Technical an	d Admin Support			
Carolin Mutorwa (CM)	NNF	carolin@nnf.org.na			
Samantha Matjila (SM)	NNF	samantha@nnf.org.na			
Henriette Krohne (HK)	NCE	admin@n-c-e.org	081 162 5807		

3

NNF team

НМ