

**NGUSISHI WATER USERS ASSOCIATION
MINUTES OF THE EXECUTIVE COMMITTEE MEETING HELD ON 10TH
SEPTEMBER, 2010**

MEMBERS PRESENT
SEE ATTACHED LIST

MEMBERS ABSENT WITHOUT APOLOGY
HELEN KIENDE

AGENDA

SCOUTS REPORT ON THEIR AREA AND COMBINED ACTIVITIES - SCOUTS
REVIEW OF THE MINUTES OF THE PREVIOUS EXECUTIVE MEETING -
SECRETARY
PROJECTS REPORT-MANAGERS
PROJECTS BALANCES-MANAGERS
FINANCIAL REPORT-TREASURER
REVIEW OF WORK PLANS-MANAGERS
PROPOSAL WRITING-MANAGERS

A.O.B

The meeting started with a word of prayer led by Mercy Kendi

MIN 01.SCOOTS REPORT

Only two scouts attended the meeting; Peter Mwangi and Maina from Wiumiririe. They gave a report on their daily and combined activities to the committee, illegal abstractions, and trees germination on their riparian lands

They were asked to be giving written reports to managers about the illegal abstraction in their sections.

Mr. Gordon Murray told the scouts that there was need to ensure that all the tree seedlings survive in their sections

Mr. Bryn said that each Scout should have a weekly work template for each day and hours activity and that the three scouts who did not attend the meeting should report to him at Ol donyo the next day at 7.am. Managers to draw up weekly work plans for each scout by the next meeting.

MIN 02.REVIEW OF THE MINUTES OF THE PREVIOUS COMMITTEE MEETING

The Secretary Mr. Bryn read the minutes of the previous Executive committee meeting. There was no matters arising from the minutes

MIN.03 PROJECTS REPORT

It was agreed that each time the Executive Meeting is held, one community committee will be invited starting with Kabubungi B at the next meeting. This will be a 20-minute

two-way forum to discuss, progress, successes, issues and will be set as no 2 on the Agenda.

Batian Farmers were told to ensure that they clear their balances by the end of the year. It was agreed that Wiumiririe Project would not receive any water from the new pipeline before they settle their arrears, including their membership fees.

The Managers were asked to make sure the drip demo plots have a variety of crops to meet the objective of providing different foodstuffs and some income. The Secretary said that the Association could engage Mr. Gachara to teach the members on growing aspects and performance of the drip demonstration plots.

The Managers said that some of the beneficiaries of drip kits were not willing to pay back the money owed. The Treasurer said that they should adhere to the contracts that they signed.

Kabubungi Project was asked to purchase the connection pipe to the pump and the committee said that Kabubungi would not receive any diesel until they finish the 2 weeks worth they have in store.

The Managers were told to try to look for a contact person for the Kabeere farm. The Chairman said that a committee comprising of Muriithi Muthuri, John Riungu, John Maina, Sarah Wanjugu, and Helen Kiende would be set up to further pursue the Gazettement of the Kabere Springs.

MIN 04 PROJECT BALANCES

The committee went through the projects balances. The Secretary said that the Managers should draw an agreement with the projects on a payment schedule for clearance of longstanding arrears. The Managers were asked to sit down with each community project that still has arrears outstanding and negotiate a repayment plan with fixed weekly payments on wk 1, 2, 4 of each month. Remembering that wk 3 is allocated for the payment of the previous months water use. The final action will be to switch off the water of the projects who fail to agree on clearing the arrears with a set fixed weekly payment. Managers to show Executive Committee the repayment plan for each community with outstanding debt at the next meeting. It is also important for the Managers to explain to each of the Community Committees that future funding, proposals and activities will only be targeted towards Projects that are clear of any outstanding debt.

The Treasurer said that it was important to ensure that all projects pay their current Invoices as well as arrears and he was happy with progress of payment of current invoices so far

MIN 05. FINANCIAL REPORT

The Treasurer presented the financial report and said that the Association was in the right path in sustaining itself financially.

He also thanked the donors for their support especially the Puckett family who donated about ksh1.4m. This has enabled the Association to purchase the new Yamaha motorbike. It was agreed that the Association could use some of the funds to complete the Wiumiririe pipeline and to support capacity building on projects leadership. The

Managers are to submit a breakdown of this 1.4m together with photos to the Treasurer to check before e-mailing the Puckett family. It was agreed that the participants at the proposed two day LWF Training Workshop will be paid a sitting allowance of 500sh per day by the Association so that to ensure full participation of all the projects

MIN 06. REVIEW OF WORKPLANS

The Managers presented the newly revised Laikipai Wildlife Forum budget. The Managers had revised the work budget to suit the activities pending at Association. The Committee approved the LWF Budget and activities.

The Secretary said that the NWUA work Plans should be presented for review in the next Executive Meeting

It was agreed that a Bank Account be opened for the LWF funds be opened so that the funds can be directly accessed by the NWUA

MIN.07. PROPOSAL WRITING

There was no proposal written and therefore the agenda was not discussed

MIN.08. A.O.B

The Treasurer said that permits for boreholes and Projects sub permits were long overdue The Managers said that they were still consulting WRMA about the permits and there will be a seminar soon on new water modules by WRMA

The Secretary told the Managers to issue him with a list of all projects and their allocations to use in the reconstruction of the Lobelia weir. This will include the discharges from the three springs, Kabeere, Muthuri and Batian springs. From this information, the Secretary once satisfied with the information will authorize the Managers to get Rural Focus to re draw the Lobelia Weir off take sizes.

The Committee set the date of the Main Committee meeting on 4 November 2010. It was also agreed that the next Executive Committee meeting would be on 7 October 2010

The Mangers were asked the to upload the last AGM activities and other relevant information to the website

The Committee allowed Keen Maarai of Chumvi Project to talk about their water project and he said that there was no document between the project and the Sponsor Mr. Peterson or any contract with IvoryConsult.

He was told to organize a meeting with Peterson, Chumvi Committee, Seplan and IvoryConsult and the Association will attend and mediate the meeting. He was advised to write an E-mail to Mr. Peterson and try to get all other parties to the table to resolve the problem asap.

Having no other business, the meeting ended at 11.45am with a word of prayer by Mercy Kendi

Signed

Chairman.....date.....

Secretary.....date.....