

MINUTES OF THE STEERING COMMITTEE OF THE KAYA MANDI LIBRARY HELD IN THE COUNCIL COMMITTEE ROOM, TOWN HALL COMPLEX, PLEIN STREET, STELLENBOSCH ON WEDNESDAY, 1994-05-18 AT 19:00

PRESENT

Stellenbosch Town Council : E van Blommestein (Secretary)
C Marais

Ex-Siyavuka Library : M Mosomethane

Child Welfare : J Kulu

1 LEAVE OF ABSENCE (3/2/3/3)

1 RESOLVED

that leave of absence be granted to V Hani, A Cruywagen, P Wilkins, T Myataza, WM Kalazana, G Banjwa, ER Gordon, V Kama and M Ngcofe.

2 CONFIRMATION OF MINUTES OF A STEERING COMMITTEE MEETING HELD ON 1994-02-28

FOR CONFIRMATION

2 RESVOLVED

that the Minutes be confirmed.

3 MATTERS ARISING OUT OF THE MINUTES OF THE STEERING COMMITTEE MEETING HELD ON 1994-02-28

3.1 Approval of members by SDF and Report

Report is hereby attached as PAGES 120 - 124.

FOR INFORMATION

3.1 AGREED

that the report be noted.

4 NEW MATTERS**4.1 Discussion of issues re. Library****4.1.1 *Repair of the Building***

4.1.1 It was reported by E van Blommestein that the damage to the Library is in the region of R190 000,00 and would take 3 weeks to repair.

It was agreed by the Steering Committee

- (a) that the opening date of the Library be Wednesday, 1994-08-03 or sooner if possible;
- (b) that repairs be started immediately;
- (c) that the Library building will not be used for any political meetings; and
- (d) that the Library building will only be used for cultural or education related activities such as studying facilities, literacy classes and extension programmes of the Library.

It was also

RECOMMENDED

that the deep culvert on the outside of the Library be investigated. At present there is standing water which cannot drain away.

4.1.2 *Security at the Building*

4.1.2 It was recommended by the Steering Committee

- (a) that the security at the building must commence when repairs are being done; and
- (b) that there must be permanent security (24 hours-a-day).

4.1.3 *Staff appointments*

4.1.3 E van Blommestein informed the Steering Committee that the Librarian, Ethel Pike, resigned during May 1994.

The Steering Committee

RECOMMENDED

- (a) that the post be filled temporary;
- (b) that the permanent post only be advertised when there is a Transitional Local Council nominated for Stellenbosch;
- (c) that the person should have a proper Library Science degree or equivalent thereof; and
- (d) that the Librarian does not have to originate from Kaya Mandi.

4.1.4 ***Fencing of the property***

- 4.1.4 The Steering Committee felt very strongly about the fencing of the Library building since there is an open area alongside the building.

RECOMMENDED

that fencing is essential and that the necessary funding should be provided as soon as possible.

4.1.5 ***Book security***

- 4.1.5 At present there is no book security system implemented at the Kaya Mandi Library.

The Steering Committee

RECOMMENDED

- (a) that E van Blommestein report back at the next meeting re. security systems at Libraries such as Guguletu, Zweletemba and Kayelitsha;
- (b) that the 3M Company be contacted re. their latest cheaper security systems;
- (c) that photocopy facilities be installed; and
- (d) that a security person be on duty during opening hours.

4.1.6 *Opening hours*

4.1.6 The Steering Committee

AGREED

that the item must be postponed nearer to the opening stage of the Library.

4.1.7 *Loan of Books*

4.1.7 The Steering Committee discussed this aspect in detail but have not come to an agreement regarding the loan of books, depending on the security at the Library.

5 **GENERAL**

5 The Steering Committee

RECOMMENDED

to meet on Saturday mornings in future so that more could members be present.

The meeting was adjourned at 20:30.

CONFIRMED**SECRETARY**

NOTULES: NBIK\M3\EVB\UL

REPORT TO STELLENBOSCH DISCUSSION FORUM REGARDING THE
PRESENT POSITION OF THE KAYA MANDI LIBRARY

1. PREAMBLE

The purpose of this report is to enlighten members of the Stellenbosch Discussion Forum regarding the present situation at Kaya Mandi Library.

This report was initiated by a meeting of affected residents of Kaya Mandi as well as interested individuals of the wider Stellenbosch region, held on 28 February 1994. The abovementioned meeting was arranged by the Chief Librarian of Stellenbosch Municipality, and must be read together with a report from Mrs. E. van Blommenstein, Chief Librarian of Stellenbosch Municipality (also submitted).

The report will give a brief history regarding the library and will be dealt with under the following headings:

- (a) Building
- (b) Staff; and
- (c) General.

2. BUILDING

- 2.1 The need for a library was already defined during the term of office of the Kaya Mandi Town Council that served on the Council before the October 1988 elections.
- 2.2 During discussions between officials of CPA : Library Services and Mr. Tokkie Human, Town Clerk of Kaya Mandi at that stage, the need was expressed by CPA: Library Services that the piece of land at the bottom of Masithandane Street be utilised to put up a library. This plot was thought viable because of the close situation of it to the administration offices of the town.
- 2.3 This plot, however, was found not to be suitable to CPA:Library Services and plot 28 was identified as the only alternative at that stage available for the purpose. Plot 28 was found to be suitable to CPA:Library Services. An amount of R 500 000.00 was raised with the assistance of Nomzamo Business Trust, appointed by the Kaya Mandi Town Council for this purpose. An amount of R 125 000.00 was also raised from IDT by the abovementioned Business Trust for the purpose of construction of the library.
- 2.4 Planning was done by the following team of consultants as appointed by the Kaya Mandi Town Council:

Isaac Joshua
Vasilios Targakis
Kayad

Architect
Quantity Surveyor
Civil Engineering Consultants
Electrical Engineering Consultants.

De Villiers & Moore

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- 2.5 The project was put to public tender as per the stipulations in Act 102 of 1982 and the tender awarded to Tempo Construction, a local Building Contractor.
- 2.6 Because of the unavailability of records to the writer at present, the dates in respect of all these occurrences could not be confirmed or determined.
- 2.7 Final costs in respect of construction could not be confirmed because of the reason as stated in 2.6 above.

3. STAFF

- 3.1 During the initial planning and discussion between Kaya Mandi Town Council and CPA:Library Services, the indication from CPA:Library Services was that three persons will have to be appointed by Kaya Mandi Town Council to render a proper library service in Kaya Mandi. CPA:Library Services also specifically requested that at least one adequately qualified person must be appointed by Council as Librarian. Regarding the two other members of staff, CPA:Library Services agreed with Council that the two persons could be appointed from the residents of Kaya Mandi.
- 3.2 The situation then arose that CPA:Community Services only approved two posts. It was then decided that one qualified person will be appointed and one from Kaya Mandi. The vacancies were advertised in the media and all applicants were interviewed by the Town Clerk and the Mayor of Kaya Mandi Town Council. A detailed report on all applicants was submitted to Council.
- 3.3 Finally the following two appointments were made by Council:

Mrs. Ethel Pike	Librarian
Mrs. Esther Ntshanga	Asst. Librarian
- 3.4 The two members of staff are at present utilised and trained at Stellenbosch Public Library.

4. GENERAL

- 4.1 An Agency Agreement regarding the management of the library in Kaya Mandi by Stellenbosch Municipality has already been entered into between the two Councils.
- 4.2 Damage has occurred at the library, both inside and outside the building and an insurance claim has been launched in this regard.
- 4.3 Damage to the library will have to be repaired before the building can be opened and utilised.

5. CONCLUSION

All the abovementioned information can be confirmed once all the records of Kaya Mandi Town Council are made available.

A. CRUYWAGEN
TOWN CLERK/CHIEF EXECUTIVE OFFICER
KAYA MANDI TOWN COUNCIL

REPORT FROM THE CHIEF LIBRARIAN RE KAYA MANDI LIBRARY

The Provincial Library Service was due to open the Kaya Mandi Library on 1993-06-07. Unfortunately there were attacks on Provincial Administration vehicles at that time and it was postponed until the safety of the vehicles and staff could be guaranteed.

According to the Provincial Library Service there are 6 500 new books available for the Kaya Mandi Library and new books are added each week. The Provincial Library Service is ready to move in the material, as soon as possible.

At the meeting of the Development Working Committee of 1993-11-29 there were some misgivings about Site 28 where the Library was erected. If the building is not to be used as a library then the relevant body will have to apply to the Director: Cape Provincial Library Services for annulment of the agreement. The Provincial Library Services subsidized the building to the amount of R500 000,00.

The Development Working Committee referred the matter of the library to the meeting of the Technical Committee on 1993-11-16, where HILL KAPLAN SCOTT INC was asked to address the library problems and to establish a Library Committee. This never materialized.

On 1994-02-28 a meeting was called to form a Steering Committee comprising of people from the community. It was agreed that the proposed names of this Steering Committee, attached herewith, be submitted to the SDF on 1994-03-09 for approval.

It was agreed that the Steering Committee of the Kaya Mandi Library will serve as an interim committee to resolve the issues surrounding the Library. Thereafter members will be nominated to serve on the Combined Library Committee of the Stellenbosch Library Services.

Issues have been identified surrounding the Kaya Mandi Library for future discussion and they are listed below:

- (i) The repair of the building
- (ii) Security at the building
- (iii) Staff appointments
- (iv) Fencing of the property
- (v) Book security
- (vi) Opening hours
- (vii) Loan of books

If the SDF approve of the members nominated to serve on the Steering Committee, they will meet fortnightly on Wednesdays at 19:00 in the Committee Room of the Stellenbosch Town Council.

The Steering Committee also agreed that the SDF be requested to approach Prof Lourens du Plessis to act as facilitator of the Steering Committee.

LIST OF PROPOSED MEMBERS OF THE STEERING COMMITTEE OF THE KAYA MANDI LIBRARY

Facilitator	:	To be announced
SANCO	:	MM Ngcofe WM Kalazana
School Principal	:	G Banjwa
Kaya Mandi Town Council	:	A Cruywagen
Combined Library Committee	:	ER Gordon
Stellenbosch Municipality	:	E van Blommestein (Secretary) C Marais
CPA: Community Services	:	P Wilkins
Child Welfare	:	J Kulu
Ex-Siyavuka Library	:	T Myataza M Mosomethane V Hani V Kama