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| National Government Constituency Development Fund  | Kinango Constituency2017 |
|  **Minutes of the Meeting held on Thursday, December 14th, 2017 at Kinango CDF Office Boardroom.**  | Kinango NG-CDF Committee |

**Present:**

1. Micheal Yator (DCC) – Chairperson
2. Josef Kumbatha (FAM) – Secretary
3. Rashid Bavu Kurera – Male (Adult) Representative
4. Ngome Chitaphi Kidilo– CDF Board Co-opted Nominee
5. Amina Hussein – Constituency Office (Female) Representative
6. Kimani Lemna – Constituency Office (Male) Representative
7. Lilian Nyanje – Female (Adult) Representative
8. Rebecca Mwaka – PWD Representative
9. Adhiban Mugandi Munyika - Youth (Male) Representative
10. BeatriceMbeyu Joto – Youth (Female) Representative

**In attendance:**

1. Augustino Mukamba – CDF Project Coordinator
2. Richard Itambo - Constituency Office Manager
3. Frnklin Mwirigi Munene - District Accountant

**Agenda:**

1. Opening remarks by Chairperson / Secretary
2. Election of Chairperson & Secretary
3. Any Other Business (A.O.B).

**Preliminaries:**

Meeting was called to order at 1050 hours and Lilian Nyanje lead the committee in a word of prayer

Members introduced themselves noting their wards of residence and the specific positions they represent in the committee.

The session chairperson congratulated the gazetted members for making it successful to the committee noting that they had to fight for those positions from among 118 interested applicants. Members were challenged to live above village politics and discharge their duties professionally without fear or favor noting that they would be subjected to public criticism occasionally but that should never deter them from abiding to the law. Most important to note is that they would be faced with compromising situations at times as they dispense their responsibilities but should resist falling into the jaws of corruption and conflict of interest instead they should embrace a calling of selfless service delivery.

**Min.01/14/12/2017 – Election of Committee Chairperson and Secretary**

The Fund Manager briefed the committee on the transition guidelines and provisions of the law in as far as the main agenda of the first sitting of the committee is concerned, which is to elect the committee chairperson and secretary.

After lengthy deliberations on the election criteria to be adopted, members asked to go on kamukunji to consult amongst themselves and bring back feedback on how to go about the exercise.

The session chairperson was to serve as the returning officer assisted by the session secretary.

Members went out on a kamukunji and after almost half an hour came back with a consensus decision electing as follows;

1. **Chairperson**

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| **S/NO** | **NAME** | **NATIONAL IDNO.** | **CATEGORY** | **WARD** | **CONTACT** |
|  | Rashid Kurera Bavu | 9770469 | Male Adult | Ndavaya | 0722251270 |

1. **Secretary**

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| **S/NO** | **NAME** | **NATIONAL IDNO.** | **CATEGORY** | **WARD** | **CONTACT** |
|  | Beatrice Mbeyu Joto | 28958922 | Female Youth | Kinango | 0720860939 |

The returning officers congratulated the two candidates for being elected and thanked the members for conducting the exercise smoothly and successfully in a very friendly manner.

The elected chairman and secretary were given an opportunity by the session chairperson to make their maiden speeches and both of them thanked the committee members for their faith in them to lead the committee and willingly accepted the challenge bestowed on them promising to do their best to ensure the committee delivers on its mandate and also asking the committee to accord them the necessary support.

**Min.02/14/12/2017 – Any Other Business (A.O.B)**

The session chairperson asked the members to be eager and ready to learn as learning would be continues from now on and for the entire period of their tenure.

Members were reminded of the need to keep committee deliberations confidential and within the confines of the meeting boardroom noting that politicizing office matters could derail the performance of the committee as a team. All were challenged to be each other's brother's keeper noting that backstabbing would end up tarnishing the image of the committee as a whole and possible failure to work as a team resulting into failure to deliver as per the given mandate.

Members agreed that the handing over - taking over meeting between the outgoing and incoming committees should be convened as soon as the following week. The office promised to take up the matter and get in-touch with the outgoing committee for an agreeable date to be scheduled in the coming week then communicate the same to all the members.

This urgency was noted necessary so as to make up for lost times in the just concluded electioneering period and be able to undergo an induction course on time to embark on preparation of the project proposal budget for the financial year 2017/2018 as it was already far behind schedule.

There being no other business for deliberation, the meeting ended at 1417 hours with a word of prayer by Lilian Nyanje.

Minutes taken by:

Secretary (FAM)..………………………………………………. ………………………………………

 Name Signature

Minutes confirmed by:

Chairperson (DCC)…….…………………………………… …………………………………………….

 Name Signature