

**MINUTES OF THE GENERAL MEETING OF
THE NATIONAL TRUST OF TRINIDAD AND TOBAGO
HELD VIRTUALLY VIA ZOOM™ ON
WEDNESDAY 27th NOVEMBER 2024.**

1. Call to Order

The 2024 virtual General Meeting (GM) of the National Trust of Trinidad and Tobago (NTTT) was called to order at 3:10pm by Candice Ramsaran, Secretary to the Council, upon receipt of confirmation of quorum with the attendance of 51 members on the Zoom™ platform in accordance with Rule 8(3) of the National Trust Rules.

2. National Anthem of the Republic of Trinidad and Tobago

The National Anthem of the Republic of Trinidad and Tobago was streamed online at 3:06 pm.

3. Opening and Welcome

- i. Secretary Candice Ramsaran introduced Chairman Margaret McDowall and welcomed the council members, staff members and members of the NTTT.
- ii. Chairman Margaret McDowall gave a brief welcome to all in attendance.
- iii. The Secretary then invited NTTT staff member Joseph Bertrand to present the housekeeping rules for the successful conduct of the virtual meeting.

4. Procedure for conduct of Virtual GM

Joseph Bertrand welcomed everyone and reminded the membership of the GM house rules, as follow:

- The meeting was being recorded;
- Microphones should be muted during presentations;
- Any questions from the members to the floor were to be addressed in the chat to Graeme Suite of the NTTT for responses during the GM;
- Voting would be conducted via a Zoom™ poll;
- Zoom™ ID of participants should reflect given names to record attendance;
- Use of video was optional;

- Technical difficulties experienced by members in using the Zoom™ platform should be addressed to NTTT staff members: Tiy Cross-Lovelace, Ashleigh Morris or Pauline Phillip in the Zoom™ chat;
- The hotline, membership@nationaltrust.tt, was available to pose questions on GM proceedings.

Joseph Bertrand then returned the meeting to the Secretary.

5. Adoption of Notice and Amended Agenda for GM 2024

- i. The Secretary referred to a copy of the Notice of the GM dated 29th October 2024, reminding members that it had been circulated via email and posted on the NTTT website, giving a minimum of twenty-eight (28) days' notice in accordance with the Rules of the Trust.
- ii. The Secretary then invited a motion to accept that Notice of the 2024 virtual GM was duly provided to the membership a minimum of 28 days prior to the GM of the National Trust in accordance with Rule 9(1) of the Rules of the NTTT.

Member Tiy Cross-Lovelace moved the motion, which was seconded by Member Jalaludin Khan, with no objections raised by the membership, and the motion was carried forward.

- iii. The Secretary then turned to the agenda items provided in the Notice, as follow:
 - To receive and adopt the Annual Report for year ending September 30th 2023;
 - To receive and adopt the Audited Accounts for year ending September 30th 2023;
 - To reappoint Aegis & Co. as Auditors of the Trust for the 2023-2024 financial period;
 - Vote on a Special Resolution (#01/2024- Date of General Meeting); and
 - Other matters
- iv. The Secretary then invited a motion to adopt that the agenda was put before the 2024 GM. Member Ifabunmi Rhonda Valentine so moved, and the motion was seconded by Member Dr. Ryan Mohammed, with no objections raised by the membership and the motion was carried forward. The Secretary thanked members for their support.

6. Confirmation of minutes of the 2023 virtual General Meeting (GM)

- i. With leave of the Chairman, the Secretary then addressed the matter of the confirmation of the minutes of the 2023 GM held virtually on 22nd November, 2023. She noted that there was no feedback from the membership on the circulated minutes and opened the floor for comments.
- ii. Given that there were no comments or questions, the Secretary then invited a motion to adopt the circulated minutes of the GM 2023 as read and adopted. Member Mark Franco moved to adopt the minutes and Member Ashleigh Morris seconded the motion which was carried forward with no objections. The quorate meeting (having 67 members) and was then returned to the Chairman.

7. Vote on Special Resolution #1/2024

- i. The Chairman gave a brief introduction to **Special Resolution #1/2024** (Date of General Meeting). She then invited the Secretary to present the background and rationale for the Special Resolution.
- ii. The Secretary reminded members of the formalities governing the special resolution procedure pursuant to the Rules in the First Schedule of the National Trust Act. Accordingly, she confirmed that **Special Resolution #1/2024** was put out to the membership in compliance with the required 21-day notice, having been published on the NTTT Website and shared with members via email. The Secretary informed that according to the National Trust of Trinidad and Tobago Act Ch. 40:35 and its Rules, a successful special resolution must be approved by a majority of not less than seventy-five percent (75%) of the votes cast by members and required Ministerial approval thereafter to be effective.
- iii. The Secretary contrasted the current provisions under Rule 9(1) and the proposed amendment in **Special Resolution #1/2024**, as follow:

Current provision in Rule 9(1):

“The General Meeting shall be held on a day between September 1 and November 30 at a time and place appointed by the Council or if this time is not possible because of the absence of a constituted Council, on a date, time and place to be determined by the Council once fully constituted, with notice provided to the membership a minimum of twenty-eight calendar days prior to the General Meeting.”

Proposed amendment to Rule 9(1):

“The General Meeting shall be held on a day between January 15 to April 15 at a time and place as appointed by the Council or if this time is not possible because of the absence of a constituted Council, on a date, time and place to be determined by the Council once fully constituted, with notice provided to the membership a minimum of twenty-eight calendar days prior to the General Meeting.”

The Secretary pointed out that the only amendment proposed to Rule 9(1) referred to the period during which the GM should be hosted, namely amending the 1st September to 30th November period to 15th January and 15th April.

iv. The Secretary summarised the rationale for **Special Resolution #1/2024** stating that:

- It was impractical to produce audited financial statements between 1st September and 30th November as this period included a month of the preceding financial year;
- There was a continuous lag in providing financials for the preceding year to the line Ministry before April 30 pursuant to Section 29 of the Act; and
- Hosting a GM between 15th January and 15th April would allow sufficient time for the submission and adoption by the membership of the financial statement and annual report for the preceding financial year, for onward submission to the Minister on or before 30th April each year as required in Section 29 of the Act.

v. The Secretary asked if there were any questions concerning the Special Resolution and the following members addressed the GM:

- Member Trevor Townsend requested confirmation of the audited financial year, and the Chairman stated that it was 1st October to 30th September and was aligned with the financial year of the Government. Member Townsend enquired whether the next GM would be held in 2026 or 2025. The Chairman indicated that if the Special Resolution received at least 75% of the votes cast as well as subsequent Ministerial approval, the next virtual GM would be held on a day between 15th January and 15th April, 2025. She explained that the NTTT was already collating the relevant financial information for the year ending September 2024.

- Edward Kacal enquired if the NTTT anticipated any operational issues with delivery of financials to the auditor and if the auditor would be capable of completing the audit to permit timely submission to the NTTT before the next GM. The Chairman referred this query to NTTT Treasurer Dominic Romain in view of his role in the audit process. The Treasurer indicated that based on the conduct of the audit for submission to the 2024 GM and the support provided by the accounting staff at the NTTT, he anticipated no issues in meeting deadlines. He further explained that after the 2024 GM, the NTTT will meet with the appointed auditors to proceed with the audit for the subsequent financial year.
- vi. The Chairman then returned the floor to the Secretary. The Secretary thanked the membership for their questions. She then reminded the membership that the Special Resolution mechanism to amend the Rules was enshrined in the National Trust of Trinidad and Tobago Act and its Rules, as amended.
- vii. The Secretary reminded the membership of the procedure for exercising their vote on **Special Resolution #1/2024**. She explained that voting would be conducted following the overview of the Special Resolution, which had been completed, and the membership would be informed when to vote using the Zoom™ poll. In preparation for the vote on the Special Resolution, the Secretary informed that there would be a practice poll (on an unrelated topic) on Zoom™.
- viii. The Secretary invited Mr. Graeme Suite, who served as the returning officer, to assist with the practice poll session. Mr. Suite explained that the poll would be a ‘yes’ or ‘no’ response to an affirmatively phrased statement. A test poll was launched giving members one minute to respond. He explained that selecting ‘yes’ meant agreement to adopt the Special Resolution and ‘no’ meant disagreement. A practice poll was held and the results were shared on screen with no further questions raised by members on the use of the Zoom™ poll.
- ix. After successfully conducting the practice poll, Mr. Suite read out the text of **Special Resolution #1/2024**, and reminded members to vote either ‘yes’ or ‘no’ on the Zoom™ poll. He encouraged members to vote and reiterated that the special resolution required at least 75% of votes cast to be adopted by the GM.

- x. The Chairman pointed out that persons experiencing difficulties with exercising their vote should raise this in the chat or use the raise hand option on Zoom™. Mr. Suite noted at the time of the poll the GM was quorate with seventy (70) members, excluding the auditors and himself.
- xi. The Results of the Zoom™ poll were shared on screen by returning officer Mr. Suite who stated that sixty-three (63) members exercised their vote, out of which sixty-one (61) voted 'yes' and two (2) voted 'no'.
- xii. Accordingly, the Secretary noted that the result of the poll revealed that ninety-seven percent (97%) of the membership had cast their vote in support of **Special Resolution #1/2024**, which represented the requisite majority for its approval. The Secretary thanked members for their participation in the poll.
- xiii. The Secretary invited a motion to accept that **Special Resolution #1/2024** was adopted by the membership with more than the required 75% of votes cast at the 2024 GM. Member Neisha Ghany so moved, and it was seconded by Member Ifabunmi Rhonda Valentine, with no objections raised by the wider membership and the motion to adopt **Special Resolution #1/2024** was carried forward.

8. Annual Report 2023

The meeting was then returned to the Chairman who presented the NTTT Annual Report for the year ending 30th September 2023 and highlighted the following:

- i. Themed event: "PatriARTism" exhibited local art pieces to the public at Mille Fleurs, Killarney and White Hall to commemorate Trinidad and Tobago's 60th anniversary of independence with a closing ceremony hosted by Angostura at Mille Fleurs. This was the first official event at Mille Fleurs since the NTTT took occupation and represented an infection point and was hailed as a success by the then Prime Minister who urged the NTTT to continue its mandate, particularly in showcasing art and creativity of the citizens of Trinidad and Tobago. This event provided critical public exposure for Mille Fleurs as a reputable rental space for weddings, tea parties and similar events.

- ii. Other cultural and heritage events held over the 2022/2023 reporting period include:
- A fundraising exhibition of auctioned art in support of the restoration of the St. Francis of Assisi Roman Catholic Church, a listed property of interest;
 - An exhibition of Carnival costumes;
 - A virtual tour and experiential event with traditional characters;
 - Spiritual Baptist showcase;
 - Sale of plants and seeds for Corpus Christi in conjunction with the Citizens for Conservation and the Horticultural Division of the Ministry of Agriculture, Land and Fisheries;
 - Indian Arrival Day and Emancipation Day exhibitions co-hosted by the Art Society of Trinidad and Tobago;
 - Steel Band tribute and exhibition;
 - Divali light-up with traditional events and the sale of food with exhibition of decorated deeyas;
 - An art contest, exhibition and award ceremony in September 2023;
 - The annual Parang and Ponche de Crème event was held. The chairman encouraged members to patronise the 2024 installation of this annual event scheduled to take place on 8th December 2024.
- iii. Coloured solar lighting donated by the United Nations to decorate Mille Fleurs Heritage House in December 2023 as well as the procurement of LED lighting to decorate the House during events.
- iv. Improvements to Nelson Island:
- Increased solar energy generating capacity;
 - Expansion of its entertainment space (restoration of landing deck, installation of bollards and expansion of the deck at the entertainment area). This facilitated more school tours and two themed trips for Carnival and Indian Arrival Celebrations to the Island;
- v. The NTTT also commenced the erection of the 'benab' project (thatched shelter and communal space) at the Banwari Trace Archaeological Site. The Chairman mentioned that construction had been initially planned for 2021/2022 but was delayed due to the COVID-19 restrictions. This traditional construction by the

First Peoples was recorded by staff members and can now be shared and used as a teaching opportunity.

- vi. There was a resumption, and introduction of new tours following the lifting of COVID-19 restrictions on public gatherings. NTTT Education and Outreach Officer Marlon Green led the training of more tour guides during the COVID-19 lockdown to foster a greater offering of smaller tours, in addition to the 'Friends and Family' tours.
- vii. At the virtual GM held on 26th November 2022, Ms Susan Shurland was elected to the 8th Council.
- viii. Several staff members and council members were involved in research and educational activities in 2023, including attendance by Deputy Chairman Neisha Ghany and Education and Outreach Officer Joseph Bertrand who represented the National Trust at the International National Trusts Organisation (INTO) Conference in Dundee, Scotland. On October 20, 2023, Mr. Ashleigh Morris represented the NTTT at the Aruba Archaeological Conference (Symposium in Traditional Knowledge Solutions for Present and Future Climate Change Adaptation and Resilience in the Caribbean). In November of 2023, Council member and Landmark sub-committee team member Mark Franco represented the National Trust in the commencement of the restoration committee for the Holy Trinity Cathedral. Ms. Kara Roopsingh attended training in Antigua for the maintenance and preservation of historic buildings and gave a presentation upon her return.
- ix. Pursuant to a Memorandum of Academic Cooperation signed by the NTTT and Leiden University, three (3) professors of archaeology from Leiden University collaborated with the NTTT in January 2023 on archaeological matters. Dr. Arie Boomert gave a presentation at Mille Fleurs on archaeological findings in Trinidad and this paved the way for the mounting of the Caribbean Ties Exhibition that was installed at its first location at the compound of the Santa Rosa First Peoples in Arima and was subsequently circulated to other locations.

- x. The Leiden University archaeological team also advised on the constitution of the Archaeological Committee which remains a work in progress. They made arrangements for Leiden University students to spend several weeks in July-August 2023 to assist the National Trust in locating several archaeological sites discovered in the country. The Chairman mentioned that this exercise resulted in locating two (2) additional sites by the team. The Leiden University team also provided guidance on additional archaeological research on existing sites such as Banwari.
- xi. The National Trust continued to advise Regional Corporations and Community groups on heritage promotion. The NTTT collaborated with the Rio Claro Heritage and Preservation Organisation which sought to raise funds to install a historic marker paying tribute to previously unrecognised persons who died during the labour riots in Rio Claro. This was unveiled in June 2023 with an address by the late Professor Brinsley Samaroo.
- xii. The Chairman noted the 2022/2023 year also saw an increase in requests for comments on impacts on natural heritage sites as well as invitations to consultations.
- xiii. Sixteen properties of interest including the Five Islands, President's House, the St. James Barracks and Commissioner's House and Lady of Montserrat RC Church were legally listed. The Landmarks Sub-committee also assisted the Project Unit of the Ministry of Tourism, Culture and the Arts with planning for the restoration of several heritage assets.
- xiv. Fort George was refurbished in time for the visit of His Royal Majesty of Ghana during the Emancipation celebrations in August 2023. The Chairman represented the National Trust at official ceremonies associate with these celebrations and an address was delivered by Ms. Nesyamn Ranut, NTTT Heritage Preservation and Research Officer, at the ceremony held at Fort George.
- xv. The National Trust received a grant from the US Ambassador's Fund for the study of the impacts of climate change as related to sea level rise in downtown Port of Spain and on Nelson Island. Selected staff from The National Trust

collaborated with the University of Florida for the successful implementation of the project which culminated in a major international conference themed, 'Keeping History Above Water' held at the Hyatt Regency Hotel from 20th to 22nd March 2023 in Port of Spain.

- xvi. The NTTT marked a critical milestone when in December 2022 it entered the publishing world with the publication and launch of the book, 'Growing Up Woodbrook' in partnership with the Woodbrook Residents Committee.
- xvii. Retreats for the development of the NTTT Strategic Plan were conducted with Council and senior staff in July 2023 and a draft was put out to the membership for comment at the time of the 2024 GM. It was expected that the Strategic Plan would be finalised before the next general meeting in 2025.
- xviii. The final activity was the stakeholders' event that was held at Nelson Island on 30th September 2023. This allowed for the opportunity to showcase the work of the National Trust as well as to present development plans to existing and potential contributors.
- xix. The Chairman noted that the reporting year 2022/2023 was a successful one despite the challenges related to lack of funding. She underscored the work of the competent staff at the National Trust and their dedication despite the lack of accommodations and the increasing workload. She thanked the Council and sub-committee members, and recognised the contributions made by the Honourable Minister and the Planning Division of the Ministry of Planning and Development. The chairman mentioned ongoing collaboration with the National Trust's sister agencies such as the Project Unit of the Ministry of Tourism, Culture and the Arts and Historical Unit at the Ministry of Works and Transport. Appreciation was expressed to the National Archives of Trinidad and Tobago and all National Trust members.
- xx. Awareness was brought to the passing during the reporting year of several locals who championed the study and recognition of the country's heritage, particularly the late Dr. Professor Brinsley Samaroo, Michael Anthony, George Bucher, Gerard Besson in addition to cultural icons.

- xxi. With the enactment of the Public Procurement and Disposal of Public Assets legislation on April 26, 2023, the Chairman recognised challenges faced by the National Trust and pointed out that procedures had to be rearranged to adapt to the changes; notwithstanding the NTTT had managed to continue with its projects unlike a number of agencies which faced more difficulties.
- xxii. The Chairman ended her presentation by requesting that the membership read the Annual Report and wished everyone a wonderful year ahead with the National Trust. She then returned the floor to the Secretary.
- xxiii. The Secretary thanked the Chairman and invited a motion to accept the Annual Report on the work of the National Trust for the period October 2022 to September 2023 as being laid before the membership at the 2024 GM. Member Irma Burkett so moved and Member Susan Otway-Charles seconded the motion which was carried forward without objections.
- xxiv. The Secretary mentioned that the meeting was ahead of time and invited the Treasurer, Dominic Romain to present the agenda item.

9. Presentation of Independent Auditor's Report

Treasurer Dominic Romain then invited the appointed independent auditors, Aegis Business Solutions Limited, represented by Ms. Vernetta Guischar, to present the Independent Auditor's Report of the National Trust's financial statements for the fiscal year ending September 30, 2023. The financial statements encompassed the statement of financial position, statement of comprehensive income and changes in the General Reserve Fund, statement of cash flows, and notes to the financial statements, including a summary of significant accounting policies.

- i. Ms. Vernetta Guischar reported that Aegis Business Solutions Limited held the opinion that the presented financial statements accurately and fairly depicted, in all material aspects, the financial position of the National Trust of Trinidad and Tobago for the financial year ending 30th September 2023, along with its financial performance and cash flows for the preceding year. This was aligned with the International Financial Reporting Standard for Small and Medium-sized Entities (IFRS for SMEs). The foundation of their opinion rested on an audit conducted in adherence to the International Standards on Auditing (ISAs).

- ii. Treasurer Dominic Romain then invited questions for the auditor from the membership. Edward Kacal suggested an increase in the number of tours & Mille Fleurs rentals to increase income because he was concerned about the Trust Shop revenue and raised concerns over a long turnover period and questioned if it is sustainable.
- iii. Aegis Business Solutions Limited affirmed their independence from the National Trust, adhering to the International Ethics Standards Board for Accountants' Code of Ethics for Professional Accountants (IESBA Code). They assured that their ethical responsibilities were met in accordance with the IESBA Code and expressed confidence that the audit evidence obtained was both sufficient and appropriate to underpin their opinion.

Following the presentation of the auditor's report by Aegis Business Solutions Limited, Treasurer Dominic Romain invited a motion to adopt the Auditor's Report for the financial year 2022 – 2023 as laid and adopted by the membership at the 2024 virtual GM. Member Lanya Fanovich so moved, and Member Jalaluddin Khan seconded the motion, and the motion was carried without any objection raised by the wider membership.

10. Treasurer's Report 2022 – 2023

- i. Treasurer Dominic Romain then delivered an overview of the Trust's financial performance during the Fiscal Year 2023. His presentation identified both the positive strides and challenges faced. He reported that net realised income for the 2022 – 2023 fiscal year was \$4,247,780, which was an increase of \$1,002,779 or 31%. Net profit for 2022 – 2023 was \$295,755, which represented a vast improvement to the net loss of \$565,488 recorded in fiscal 2022 due to the reduction in the State subvention that year.
- ii. The State subvention and Trust-generated income represented the two largest contributors to revenue. The National Trust tour revenue increased from \$253,256 in Fiscal 2022 to \$707,837 in Fiscal 2023. Rentals of Mille Fleurs Heritage House increased from \$3,500 in Fiscal 2022 to \$358,230 in Fiscal 2023. The Treasurer attributed this increase in large measure to the work of the Business Development and Marketing Co-ordinator Graeme Suite who also functioned as the Team Lead in lieu of a substantive CEO. The General Reserve fund also recorded an increase from \$462,473 in Fiscal 2022 to \$758,228 in Fiscal 2023. He reiterated that the lower figure

in Fiscal 2022 was due to a decrease in government subvention which the Trust had to supplement. The increased activities undertaken by the Trust incurred a minimal increase in general and administrative expenses of approximately \$8,900 (0.8%) compared to the prior corresponding period. A decrease in expenditure would have occurred if not for a one-time stakeholder event at Nelson Island which included line ministry personnel, members of the diplomatic corps, UDeCOTT officials and others, to show appreciation for their contributions and to foster continued patronage of the work of the Trust.

- iii. The proclamation of Public Procurement and Disposal of Public Property Act in April 2023 occasioned delays in the execution timelines for some construction projects. Accordingly, some projects, originally intended to be completed in 2023, were moved to Fiscal 2024.
- iv. Treasurer Romain highlighted the role of the Trust's 5-year strategic plan and included engagement of personnel to execute short-term projects, and to improve the operations of the National Trust in the direction of a more profit-focused entity. He highlighted the construction of the benab at Banwari Trace as well as the renovation and outfitting of Butler's Cottage on Nelson Island that would soon be available for public rental. A robust calendar of events was scheduled for 2024 aimed at improving the operational efficiency, institutional strength, and heightening public awareness of the organisation and its conservation mandate. Treasurer Romain closed the Report with a call for continued support from the NTTT membership.
- v. Having presented the Treasurer's Report for the financial period 2022-2023, the Treasurer invited a motion to accept that the Treasurer's report was read and presented to the membership at the 2024 GM. Member Ryan Mohammed so moved and, the motion was seconded by Member Edward Kacal and then carried forward with out objection from the wider membership.

11. Reappointment of the Auditors for 2023 – 2024 period

- i. Treasurer Dominic Romain invited a motion to reappoint Aegis Business Solutions Limited as the auditors for September 2024 – September 2025. This was moved by Member Irma Burquet and seconded by Member Ryan Mohammed. [See *Item 10 (ix)*]

10. Matters Arising

Secretary Candice Ramsaran and Chairman Margaret McDowall availed themselves to address matters arising at 4:25 p.m., inviting members to pose concerns or questions in respect of agenda items at the 2024 GM.

- i. Member Kathleen Lewis-Garcia queried why the reports were moved and seconded rather than there being votes. The Secretary explained that the motions allowed for the recording of procedures and compliance with reporting at the GM in accordance with the Rules. Explanations were also provided in support by Council member Turkessa Blades and the Chairman. Member Lewis-Garcia stated that the language used needs to be watched carefully. The Secretary informed that the language and procedures applied are guided by the Rules in the NTTT Act and reiterated the procedures.
- ii. Member Trevor Townsend stated that he expected that the membership would vote for the reappointment of the auditor. Secretary Ramsaran explained that the legislation did not stipulate the procedure for the appointment of the auditor at the GM and as such the Council recommended arrangements for the efficient administration of Trust affairs to the membership for consideration and adoption at the GM. Member Townsend then asked whether the appointment of an auditor was the responsibility of the general members or the Council of the Trust and suggested a periodic evaluation of the auditor. In view of this suggestion, the Chairman agreed to request proposals for auditing services for Fiscal 2024 for the evaluation and recommendation by the Council and subsequent submission to the membership for adoption at the 2025 GM. Vice-Chairman Neisha Ghany stated that from a practical perspective, the current situation with Aegis Business Solutions Limited had worked well for the National Trust in delivering financial reports to the membership for adoption.
- iii. Members commented in the chat that general members need to be more involved in decision-making and enquired about the purpose of attending the GM if there was no voting. The Chairman noted that documents are sent out to members in advance for their feedback. The Chairman promised to have a review of the auditors at the next general meeting which would be sometime between January and April 2025.

- iv. Marc Franco clarified that the special resolution voted on by the membership for a change to the period for general meetings could not be effected until it was approved by the Minister.
- v. The Chairman indicated that the 2024 audit pack was being prepared by the Trust's accounting staff. The Vice-Chairman informed that the National Trust was subject to two sets of audits: one by the independent auditor and another by the internal auditor attached to the Ministry of Planning and Development.
- vi. In the chat, Member Jalaludin Khan enquired about the consequences of not carrying out the functions of the Trust as stated in Section 5, Part 2 of the National Trust Act and suggested a tabular form to keep records of activities. The Chairman replied that quantification of work using a tabular format and discrete categorisation could be difficult given the nature of the mandate, notwithstanding the Chairman addressed the matter and responded by pointing out that:
- 16 properties of interest were listed in the last fiscal year (2022 – 2023) as was reported in the 2023 Annual Report.
 - Functions identified under Section 5 (a)-(h) of the Act do not have a rank of importance and several properties of interest are not necessarily listed but are subject to regular monitoring and guidance.
 - The Chairman noted that the Trust has reported on other items. In the next year the Trust would be working on natural, archaeological and marine heritage. This would not necessarily be preserving heritage but doing research to gain a more wholistic understanding and make the public aware of our varied heritage. The Chairman briefly explained the Heritage Tax Allowance Programme (HTAP) and its relationship with heritage preservation.
 - National Trust tours also help fulfil the functions under Section 5 of the Act, along with the conduct of significant research but resources are limited.
 - The Tote Bagai lecture series was well patronised.
 - The Chairman shared that there was growing demands on the National Trust in excess of available resources.
 - Public awareness activities represent the most important strategy for the National Trust to carry out its mandate to preserve heritage, beyond just listing of properties of interest.
 - The Chairman stated that monitoring is being done currently, and thus, much time is spent visiting properties of interest.

- vii. The Secretary addressed the matter of advising the Government on preservation of properties stated that formal advice is provided to the planning authorities by the National Trust on the Develop TT platform. The Trust is one of twenty-eight government agencies on this platform managed by the Ministry of Planning and Development through the Town and Country Planning Division.
- viii. The Chairman highlighted the award of the US Ambassador's Grant to the Trust which was used for the Resilient Heritage project. This project looked at sea level rise and climate change. It was recognised that Nelson Island is off the electrical grid and modern technology for powering the island is located within the curtilage of the oldest roofed building in Trinidad and Tobago.
- ix. The meeting was still quorate with 71 members when the Secretary, in view of the questions and comments raised earlier by members, sought confirmation from the GM as to any objection to reappointing Aegis Business Solutions Limited as the auditor for the 2023-2024 financial year, no objections were raised, and it was agreed that this auditor would be engaged to conduct the audit of the 2024 Fiscal year for submission to the 2025 GM.
- x. Prior to closing the meeting, the Chairman thanked everyone for their participation and reminded the membership of the Trust's Ponche de Crème and Parang event on 8th December 2024 at a cost of \$200 for members. Graeme Suite stated that members can get a further discounted price of \$180.00 if they purchase 10 tickets.
- xi. Thereafter, Joseph Bertrand serenaded the GM with a parang rendition played on the cuatro to close the meeting.
- xii. Having transacted all agenda items at the GM 2024, the Chairman closed the meeting at 5:20 p.m.

2024 AGM ATTENDEES

	FIRST NAME	SURNAME
1.	AARON	PHIPPS
2.	ALBERT	O.LEWIS
3.	ANNA	TERESA ROMERO
4.	ASHLEIGH	MORRIS
5.	AUDREY	MC DOWALL
6.	AVRIL	BELFON
7.	AVRIL	SIUNG CHANG
8.	BRENDA	ROACH
9.	BRENT	PROUDFOOT
10.	BRIDGET	BRERETON
11.	CANDICE	RAMSARAN
12.	CAROL	DE MERIEUX
13.	CAROL	E WARNER
14.	CAROL	SAMUEL
15.	CHERYL	ALI
16.	CHRISTINE	CHAN A SHING
17.	CRYSTAL	AUSTIN
18.	DALIA	KING
19.	COX	DEDRA
20.	DENISE	ALEONG THOMAS
21.	DENYSE	MONTROSE
22.	DOMINIC	ROMAIN
23.	EDWARD	KACAL
24.	ESTHER	MAHARAJ
25.	GREAME	SUITE
26.	HELEN	GILBERT
27.	IFABUNMI	RHONDA VALENTINE
28.	IRMA	BURKETT
29.	JABARI	SAMMY
30.	JACQUELINE	KING
31.	JAMES	TELFER
32.	JASMINE	MINTY
33.	JENECE	ISAAC
34.	JOCELYN	HEZEKIAH
35.	JOSEPH	BERTRAND
36.	JULIA	GOMES
37.	KAREN	BATTOO
38.	KARISHMA	NANHU
39.	KATHLEEN	LEWIS GARCIA
40.	KEITH	GELLINEAU
41.	KUMI	De SOUZA
42.	LANYA	FANOVICH

2024 AGM ATTENDEES

	FIRST NAME	SURNAME
43.	LOLITTA	WHEELER
44.	LIONEL	REMY
45.	LORRAINE	O'CONNOR
46.	MARGARET	HAREWOOD
47.	MARGARET	MC DOWALL
48.	MARION	LEWIS
49.	MARK	JH FRANCO
50.	MARLON	GREEN
51.	NEISHA	GHANY
52.	NESYAMN	RANUT
53.	PAMELA	TOWNSEND
54.	PASQUALINA	HOFORD
55.	PATRICK	SKINNER
56.	PAULINE	PHILLIPS-MARSHALL
57.	PAULINE	PHILLIP
58.	PETAL DAWN	HINKSON
59.	RIANA	BAIN
60.	ROMA	WONG SANG
61.	ROSEMARY	MC DOWALL
62.	RYAN	S MOHAMMED
63.	SHIVALI	RAGBIR
64.	SIMONE	THORNE MORA QUINONES
65.	SUSAN	OTTAWAY CHARLES
66.	SUSAN	SHURLAND
67.	SUSAN	WOOD
68.	TIY	CROSS -LOVELACE
69.	TREVOR	TOWNSEND
70.	TRICIA	CHIN
71.	TURKESSA	BLADES
72.	VALERIE	WILSON
73.	WENDY	SEALY
74.	SARA	RAMDASS
75.	GEORGE	LEACOCK
76.	JALALUDIN	KHAN
77.	JASSODRA	KUIZON
78.	KADELLE	JESSAMY
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