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MINUTES / SUMMARATIVE / SHORT

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GOVERNANCE, COMPLIANCE, FEES-AUDIT

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1. Executive Summary

IT leadership presented a full infrastructure assessment to organizational leadership, highlighting significant fragmentation, security/compliance gaps, and potential for cost optimization.

The assessment identified approximately R620,000/year in wasted expenditure. The current run rate of R1.2M/year can be reduced to ~R865K through consolidation and strategic exits.

The recommended "Target State" is the "Dome" architecture: leveraging Azure as the central backbone, migrating off legacy/redundant systems (AWS, Fusion, Salesforce), and optimizing existing tools (Power BI, Sage X3).

Critical risks requiring immediate attention include compliance breaches (open HTTPS/VPN tunnels), data leakage (Chomi/BotPress), and a lack of backup for the finance server.

In conclusion, a clear consolidation path exists to align IT infrastructure with organizational goals, prioritizing quick wins followed by long-term strategic migration.

Systems that needs to be consolidated and cut off with timeframes and more details in the AUDIT Presentation shared 23/7/2026

Action Items

- [] Johan to share live document/report links with the team (password-protected, accessible via slide 53 index)
- [] Johan to provide detailed Sage X3 costing for 5 users and send to Pierre
- [] Johan and team to conduct a deep dive session on MojoMind (Merge your Mind) app — proposed Tuesday
- [] Johan to provide a formal salvage assessment and quote for MojoMind
- [] Decision required from leadership (Lillian, Dr. M) on MojoMind: go live as-is, salvage, or pull the plug — next meeting is Thursday with Stellenbosch
- [] Back up and store Chomi/BotPress data before project end in September
- [] Provide Minecast alternatives (2 alternatives + 1 open-source option)
- [] Decommission Snipe IT — export data to Excel/dead storage, remove from Azure
- [] Finance server to be migrated to cloud
- [] Azure IAM user cleanup — stale credentials, inactive users (can be done over ~6 weeks)
- [] Address open HTTPS/VPN tunnel data leakage (compliance/security issue)
- [] Power BI training session to be arranged for finance and HR teams
- [] Explore Microsoft 365 partnership program for lower pricing
- [] Cancel Salesforce at next renewal (contract expires next year)
- [] Schedule internal team meeting for end of next week (Thursday)
- [] Investigate .NET dependency update for SmartTool before AWS migration (can request quote from current developer)
- [] Johan to provide Minecast migration plan to Azure-hosted email security

Meeting Overview

- IT service provider (Johan's team, including Ian, Nathan/Neerton, Robin, Colin) presented findings of a full IT assessment to organizational leadership (Lillian, Angela, and others)
 - Assessment covered internal infrastructure, cloud services, application software, compliance/governance, and cost optimization
 - Key framing: leadership requested findings be presented in a board-ready format — risk, score, cost, and timeline — not deep technical detail
 - Overall tone: significant overspending (~R620,000/year potentially wasted), fragmented systems, security/compliance gaps, but a clear consolidation path exists
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Compliance & Security Findings

- **Azure MCP compliance score: 33%** — governance and security gaps flagged
 - **AWS scored higher** than Azure, but has critical dependency issues (e.g., 6-year-old repository)
 - Open HTTPS/VPN tunnels sending data outside — flagged as a compliance breach under Section 27, required urgent disclosure to leadership (72-hour reporting obligation)
 - IAM users on Azure: ~1,000 users, some inactive for 3,000+ days — credentials still active and need cleanup
 - SmartTool (iShout Sec) runs on outdated .NET (version 8, needs upgrade to 10) and sits on a separate AWS instance
 - E-learning application found floating on a server in Ireland — small ongoing cost (~\$5/month)
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Cost & Waste Analysis

- Estimated **R620,000/year** in potentially wasted or redundant spend across AWS, smaller services, and multiple overlapping providers
 - Current run rate: ~R1.2M/year; projected reduction to **~R865K** by cutting identified services
 - AWS exit alone represents a **55% reduction** in that cost category
 - Multiple service providers with contracts not structured in the organization's favor — identified as a longstanding known issue
 - Snipe IT: costs ~R4,000/month, not actively used — R48,000/year wasted
 - Minecast: ~R5,000/month for only 40 of 200 users — would cost R20,000/month to cover all users
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Infrastructure & Cloud Strategy

- **Target state (recommended):** Azure backbone + hosted applications + BioSync + Sage X3 with Sage 200 — consolidating all current fragmented services
 - AWS exit is the primary near-term priority — significant cost savings and security improvements
 - Finance server is on-premises/edge (not cloud), has **no backup or redundancy** — a single server failure would result in total data loss; previously caused operational downtime
 - Recommended migration: move server to cloud
 - Power BI is already included in Azure at no additional cost — currently underutilized; training needed for finance and HR
 - SSRS (SQL Server Reporting Services) deep dive session to be arranged between Johan and technical team
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Finance Systems: Sage & Fusion

- Current Sage 300 (on-premise): license cost ~R273,000–R300,000 one-off, plus hosting (~R70,000/year), and it is **end-of-life in ~3 years**
- **Recommendation: migrate to Sage X3** (cloud-based, still Sage, not a new platform) — estimated ~\$120/license/month; for 5 users, significantly cheaper than Sage 300
- Sage X3 also has AI integration already built in — Sage 300 does not
- Moving to Sage X3 would also eliminate the need for Fusion (procurement system) and the associated server hosting fees
- K-Sphere used for preparation of financial statements — may be retained if financial statements are prepared in-house
- Deeper investigation into Sage options recommended before final decision
- Colin to check if Gavin (known Sage contact) can provide a quote

MojoMind (Merge Your Mind) App

- App developed for Stellenbosch University — a mental health/wellness app with surveys, risk assessment, and social worker referral flow
- Johan's team assessed it as **poor value for money** — described as essentially a slideshow/slide-based app with no complex database; assessed value well below what was paid
- App has been tested by Stellenbosch (including QA with Nikki's team); they have requested video regeneration and text changes — current outstanding quote from developer: **~R25,000–R30,000**
- Stellenbosch wants to **go live within two weeks**
- Dr. M has indicated pulling the plug; however, a formal recommendation with implications and timelines is needed
- Johan's team proposed: conduct a deep-dive assessment of the app, then provide a formal recommendation (salvage/takeover vs. pull the plug) with cost and timeline
- Concern: significant funds already spent; any new development must be justifiable — Johan quoted a more advanced comparable system for R36,000
- App infrastructure sits on AWS; the app itself needs to be moved regardless of which path is chosen

Chomi / BotPress

- Chomi is the organization's AI chatbot, built on BotPress
 - Project is ending in **September** — plan is to wind down BotPress for now
 - Data is currently leaking outside (flagged as a data compliance concern)
 - Recommendation: back up all data and store it before shutdown; keep the data for potential Phase 2
 - Future chatbot direction: move toward AI-powered bots (e.g., similar to "Amy") rather than rule-based bots; Azure can support this
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Minecast

- Currently ~R5,000/month for 40 users out of 200 — only partial coverage
 - Previously reactivated after being cut due to funding, for compliance and CEO email security needs
 - **Recommendation: migrate to Azure-hosted email security** — same functionality, lower cost; Azure can replicate Minecast's capabilities
 - Johan to provide 2 alternatives and 1 open-source option
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WhatsApp Platform (BotPress / Logic Alice)

- Current WhatsApp supplier: Logic Alice — virtual number (not a physical number), causing stability/connectivity issues
 - Meta enforces a **24-hour reply time limit** — messages unattended over weekends cannot be responded to on Monday
 - Recommendation: move the WhatsApp platform; Johan's team can support migration
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Salesforce

- Currently not in active use by the relevant team lead (Juan Sol)
 - Contract renewed 2 months ago at ~R25,000/year — runs until next year
 - **Recommendation: do not renew** — Power BI (already in Azure) can replace its reporting functions
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Roadmap & Consolidation Vision

- End-state vision: **"The Dome"** — Azure as the core platform, with all data feeding into Power BI dashboards, AI injected via API, governed by a single system
- Organization is already on Microsoft/Teams ecosystem — well-positioned to consolidate
- Recommended phased approach: start with easy wins (red items on roadmap), then medium-term (amber), then longer-term
- 3-year projection shows significant ROI once migration costs are absorbed
- Low-hanging fruit includes: AWS exit, Minecast cut, Fusion cut, Snipe IT decommission, Salesforce non-renewal
- Johan acknowledged the organization has many strong systems — consolidation is the key, not replacement

