

**Minutes of the SIOPSA Annual General Meeting**

held at the forum I the campus, Bryanston, JHB – Ivory Room  
on the 29<sup>th</sup> July 2010 at 17:00

## **Opening and Welcome**

SIOPSA's President, Anton Schlechter welcomed all attendees.

Members were asked to use the microphones when addressing the Chair so that the proceedings could be recorded, as the minutes were not being taken manually.

## **Attendance Register**

All attendees were requested to please sign the attendance register. A quorum being present, as per the signed attendance register, the meeting was declared open.

## **Apologies**

Apologies were received from Theo Veldsman, Ruan van der Walt, Carl Mullen, Leo Vermeulen and Johan Basson

## **Confirmation of Previous Minutes**

Andre Westraat made a request for an amendment to the last AGM minutes. At the last AGM a decision was made that the financial year would be changed and that has not been actioned yet.

The minutes of the previous Annual General Meeting of 11<sup>th</sup> June 2009 were accepted.

- PROPOSED: Nadene Venter
- SECONDED: Valerie Hammond

## **Voting procedures**

Anton Schlechter explained the voting procedure, everyone should have a blue or green card;

- Motion:
  - Proposed – State name clearly for records
  - Seconded – State name clearly for records
- Amendment to motion
  - Proposed – State name clearly for records
  - Seconded - State name clearly for records
  - Vote on amendment before main motion
- Voting – show of cards
  - For the motion
  - Against the motion
  - Abstain



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**Membership ratification**

The list of new members who joined SIOPSA by June 2010, as ratified by the Executive Committee, was accepted by the meeting.

- PROPOSED: Karel Stanz
- SECONDED: Simon Shane

Categories	Members as at May 2008	Members as at May 2009	Members as at June 2010
Affiliate	5	26	8
Associate Members	172	224	114
Fellows	5	5	4
Full Members	390	452	353
Honorary Members	9	10	12
Student Members	57	69	66
International Affiliate	0	1	1
Total:	647	787	558

We are currently standing at 558 registered members, as you can see there is a decline of 229 members, about 29% less.

The 558 are fully paid up members, we have improved our administrative systems, since the full time employment of an office administrator, we are constantly following up on payments. Unfortunately due to the challenges we have had in the past with the website and administration, we do not have the same confidence in the 787 membership figures. We are quite sure this included unpaid members.

Secondly this is the trend that we have seen similarly in other professional organisations due to the economic down turn.

**Delegate numbers for SIOPSA Events**

**SIOPSA Annual Conference**

368 delegates attended the 2009 conference in Pretoria – we have grown that by 100, we are up to 469 for this year. The Pre-conference attracted 217 delegates which is a record number.



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**Regional Events**

Hosted collectively more than 20 events over the last year, registering over 1500 delegates over the last year.

**PE Region**

Welcome and thanks to the PE Group; Anton and Karen held their first meeting on Monday, attracting 80 people. We hope to soon make this our new PE Branch.

**Executive Committee for the year**

A lot of work has been completed by the EXCO. Regional branches act across portfolio's at the regional level.

***Executive Committee 2009/2010***

**MANCO**

- President/Representation: Anton Schlechter
- Past President/Future Fit: Stephen Renecele
- President Elect/Academic Matters: Nadene Venter
- Secretary: Marina Grove
- Treasurer: Andre Westraat

**EXCO**

- Communication: Valerie Hammond
- Conference Coordination: Marina Grove
- CPD: Nicola Taylor
- Member Value Add (Member Growth/Services): Louise Niemand, Esther Venter, and Johan Olwagen
- IOP in Context: Dilnaaz Karim
- Future Fit: Fred Guest

**REGIONAL BRANCHES**

- KZN Branch Chair: Karen Walls
- Johannesburg Branch Chair: Steven Breger
- Pretoria Branch Chair : Kim Dowdeswell
- Western Cape Branch Chair: Anneke Kruger

**INTEREST GROUPS (Ex Officio)**

- Consulting in Psychology: Anna-Rosa Le Roux
- PAI/Legal: Aletta Odendaal



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## **Strategic thrusts for the year**

The strategy has been included in the Annual Report, designed in 2006, refined in 2007, and formulated as the Five Year Strategy to take us into 2011/2012.

- Represent
- Communicate
- Add Value
- Grow
- Administration Efficiency

## **Highlight three initiatives**

- Future Fit initiative “Architecting our Profession to be Future Fit”
  - Ethics
    - Standing Ethics committee and Ethics helpdesk was formed
    - Ethics road show to all regions
    - Several research reports generated
    - Sessions at 2009 & 2010 conference
    - Well on the way to presenting an IOP specific Code of Ethics
  - Scope of Practice
    - Standing Education and Practice committee was formed
    - Draft model of roles, outcomes and competencies for IOPs
    - Fred Guest presented the results of SoP survey in all regions
    - Practice Management - core group of people have been meeting throughout the year to look at how we can help people more
    - Internships – KMPG have been assisting in developing a database as well as a guideline for supervisors as well as for interns
    - There will be dedicated space on the web for the Future Fit
  - Administrative function
    - March Membership Run (>2000 calls made to members)
    - Expanded office Infrastructure
    - Significant Website improvements
    - Regional events planning guidelines (Branch Toolkit)
  - Transformation and Social Upliftment
    - IOP in Context
    - 45 students at Diepdale Secondary School in Soweto received career guidance
    - Thanks to Dilnaaz Karim for her hard work



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- Stephen Renecke shared some feedback on this initiative

## **SIOPSA eCPD Offering**

Nicola Taylor launched the new offering for SIOPSA members

### **What is it?**

- Opportunity to obtain CPD points online
- SIOPSA collaborating with the SAJIP (through AOSIS) to provide electronic CPD
- All articles relevant to IO Psych
- Allows flexibility in choice of CPD offerings
- Options for the top-up of CPD

### **How does it work?**

- SIOPSA selects 10 articles from the SAJIP for eCPD per year
- 10-point multiple choice questionnaires drawn up on each article
- Each questionnaire is worth 3 CEUs
- Complete questionnaire and obtain above 70%
- Receive electronic certificate

### **What does it cost?**

- Straight through AOSIS: R39.76 (incl VAT) per CEU
  - R119.28 per article
- SIOPSA package: R585.00 (incl VAT) for a year's subscription
  - R19.50 per CEU
  - R58.50 per article (for 10)

### **When is it available?**

- Right now!
- Log in to SIOPSA website and purchase the eCPD package
- Register for eCPD at [www.aosis.co.za](http://www.aosis.co.za)
- Visit the eCPD stand at the conference for more information

Anton Schlechter thanked Nicola Taylor for all her hard work done on this initiative. Anton Hi-lighted that our rate for eCPD has undercut the market, SIOPSA is being aggressive offering another value add for our members.

## **Professional Indemnity Insurance**

Preferential rates negotiated with Etana Insurance Company Ltd (underwritten by Hollard). Minutes of this in our last AGM minutes.



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## **Representation**

- *HPCSA*

HPCSA has published the new professional boards, Carly will post this onto the website.

Two names to be nominated, Prof Karen Stanz and Prof Leon van Vuuren, and Nanette Tredoux.

Congratulations to Nanette Tredoux and Prof Leon van Vuuren who have been appointed as Board members. .

- *International Test Commission (ITC)*

Anton Schlechter congratulated Aletta Odendaal who has been elected on the international test commission.

- *International Congress for Coaching Psychology (ICCP)*

Dr Anna Rosa le Roux and Aletta Odendaal have also been appointed onto the International steering committee of ICCP –the purpose of ICCP is to promote the development of coaching psychology as an emerging theoretical and applied sub-discipline of Psychology . SIOSPA is hosting the first Southern Hemisphere ICCP Congress in May next year.

- *PsySSA*

We have communicated with our members that it was brought to our attention that on the AGM for the PsySSA Meeting next week, they have again for the third year, put a meeting together for 'SIOPSA'. Our attorney's will be in contact with PsySSA.

- *International Recognition*

Stephen Renecke has been building a relationship with the Australian College of Industrial Organisational Psychology, we are still working on an MOU with them. Negotiations with APS continue for the drafting of an MOU.

Currently SIOPSA has MOU's with BPS, SIOP, EWOP and other big organisations. We are always looking for further opportunities to align with Psychology Organisations.

## **Treasurers Report**

Andre Westraat shared feedback on the below, further information can be viewed on the Annual Report, as well as the audited Financial Statements loaded on the SIOPSA Website;

- Review of audited financial statements – 2009
- Identified challenges
- Looking forward to 2010
  - Proposed membership fees for 2011



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**Review of Audited Financial Statements 2009**

- Our revenue decreased by 3.6%
  - (R 1,291,535, in 2008 to R 1,244,257 in 2009)
- Membership fees decreased by 26.8%
  - (R 299,300 in 2008 to R 218,854 in 2009)
- Interest income decreased by 7.2%
  - (R 147,891 in 2008, to R 137, 129 in 2009)
- An increase of 3% in income
  - (R 447,191 in 2008 to R 460,784 in 2009)
- Cost of sales has decreased by 23.8% (R 950,993 in 2008 to R 724,374) thus increasing gross profit by 52.6% (R 340,542 in 2008 to R 519,883 in 2009)
- Profit for the year increased by 26.6% (R 376,314 in 2009, up from R 297,124 in 2008)
- Regional cost has increased from R 99,629 in 2008 to R 159,953 in 2009
- Accounting fees remain high (R 19,636 in 2008 increased to R 23, 800 in 2009)
- An increase in the banking fees from R 3, 156 in 2008 to R 19, 429 in 2009
- The increase in computer expenses, R 43, 182 in 2009 from nothing in 2008
- Consulting and professional fees of R 27, 755 in the 2009 from nothing in 2008
- Due to the SA Journal of Industrial Psychology becoming an open, online resource, a saving of R 2, 456 was made in 2009
- Increase in secretarial fees from R 293, 045 in 2008 to R372, 739 in 2009
- Telephone and fax cost has increased from zero in 2008 to R 9, 443 in 2009
- A reduction in the travelling expenditure from R 117, 872 in 2008 to R 83, 148 in 2009

**Identified Challenges**



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- Changes in the economic environment is placing strain on membership
- Online payment and accounting procedures / administration – internal systems will be looked at in order to minimise operating expenditures
- Debt management – a large amount of unallocated funds is reflecting in our account of R530 00, we hope to mark the debt amount of R450 000 off against this.

**Looking Forward to 2011**

- Future Fit expenditure
- Debt management policy – we don't have firm rules or processes in place to manage this
- Further streamlining of online payment system
- Bringing more accounting functions "in house"
- Additional SIOPSA regional branch budgeted for

Who proposed and who seconded the acceptance of the Treasurer's report?

**New Membership Fees for 2011**

Andre Westraat did some research on what registration fees are being charged by other associations in order to benchmark our current fee structure.

Benchmarking institution	2010 Fees
HPCSA	R 1272.00
HCI	R 1500.00
IPM	R 912.00
SABPP	R 980.00

A further exercise was run taking 2009's running/operational expenditure, dividing it by the current membership numbers. It is costing us R1100 to service a member, our fee of R526 this us under cutting each member that belongs to the Society. We need to be realistic in setting our fees for the next year.



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<b>Financial Data</b>	<b>Amount</b>
Approximate cost to service one member (Based on 2009 operational expenditure as per audited 2009 AFS) (Current membership – 558 – all categories)	R 1106.00
Membership fee for 2010	R 526.00
Approximate under recovery (Based on 558 members – all categories – June 2010)	R 580.00

**Proposed Membership Fees for 2011**

<b>Membership Category</b>	<b>2009 Fees</b>	<b>2010 Fees</b>	<b>2011 Fees</b>
Full Members	R484.50	R526.00	<b>R700.00</b>
Associate Members	R484.50	R526.00	<b>R700.00</b>
Student Members	R245.10	R258.00	<b>R100.00</b>
Affiliates	R399.00	R420.00	<b>R600.00</b>
Foreign Affiliates	US\$140.00	R526.00	<b>R700.00</b>

Anton Schlechter commented that the Exco wanted to ask for R 950 for new membership fees, and hope to go for this in the following year.

Ralph Wortley proposed that the Student fees continue to be subsidized by the Society as they are our future Full Members.

Stephen Reneclé proposed to increase the Full Members fees in order to cover the Student Fees, bringing in student will transform the Society

Nadene Venter seconded Ralph and Stephen and shared that the Society has a number of Guest Members that we need to actively reach out to and convert to Full Membership with the Society. A second initiative will be for corporate membership options. Thirdly, we are not entirely sure all our Student Members are ‘really’ students – so we will need to review these members status.



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Proposed: Anton Botha  
Seconded: Karen Piro

Anton Schlechter acknowledged Andre Westraat for his hard work and processes he has implemented and managing on behalf of the Society.

## **Constitutional Amendments**

- In terms of Clause 15.2 of the Constitution, notice was given of the proposed constitutional changes
- Propose addition of the following clause, which is to follow Clause 6.2 (a), and accordingly re-number clauses 6.2. (b) to (k):
- The proposal for the Treasurer and Secretary, for continuity, to be elected for a 3 year period for continuity.

### **6.2 Composition and procedures**

(a) The Secretary and Treasurer shall serve a term of office of three successive years on the Executive Committee and shall be eligible for re-election after one year out of office

Ralph Wortley proposed an amendment to the proposal by changing the wording to read... 'The Secretary and **THE** Treasurer shall serve a term of office of three successive years on the Executive Committee and shall be eligible for re-election'

Proposed: Ralph Wortley  
Seconded: Barbara Donaldson

Ralph Wortley further proposed an additional amendment to delete the words... 'after one year out of office'

Proposed: Ralph Wortley  
Seconded: Kevin Distiller

**The final point to read:** The Secretary and Treasurer shall serve a term of office of three successive years on the Executive Committee and shall be eligible for re-election.

- Propose addition of the following to Clause 4.1:

4.1 (a) Full members: Full members shall be registered with the HPCSA in the category of Industrial Psychology. A full member shall remain as such even if their registration status



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with the HPCSA changes. Where this constitution refers to full members, honorary members and fellows shall be regarded as such.

4.1 (d) Associate members: Associate members shall have at least an Honours degree or equivalent qualification in a branch of Psychology. Industrial Psychology Interns registered with the HPCSA shall be regarded as associate members for the duration of their internship.

Who proposed and seconded ?

**Confirmation of President for 2010/2011**

Anton Schlechter congratulated Nadene Venter .

**Election of President-Elect**

- **Andrew Johnson\***  
Nominated: Aletta Odendaal  
Seconded: Stephen Renecele
  
- **Marina Grove\***  
Nominated: Fred Guest  
Seconded: Danie Oosthuizen

*\* CV's have been on the website according to constitutional requirements*

A closed ballot vote was taken, Carly Massimiani counted the votes and the process was overseen and audited by ?? an Advisory Committee member.

Congratulations to Andrew Johnson for his election as President Elect.

**Election of Executive**

- Not available for re-election:
  - Dilnaaz Karim
  - Nanette Tredoux



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- Stephen Renecke
  
- Procedure:
  - Full members only
  - Nominations (Proposer and Seconded)
  - Voting by show of cards
  - Proxies apply
  
- Nominations for re-election
  - Andre Westraat
  - Esther Venter
  - Fred Guest
  - Johan Olwagen
  - Louise Niemand
  - Dr Nicola Taylor
  - Valerie Hammond
  
- Vacancies
  - 2 elected members
  - Karel Stanz has been nominated by Fred Guest, seconded by Danie Oosthuisen

## **Annual Report**

- Ralph Wortley proposed that the Annual report be accepted..  
Seconded: Simon Shane

The approved Annual report is on the website.

## **General**

Nadene Venter thanked Anton Schlechter for his term of presidency to the Society

## **Closure**

The meeting was closed at 18:55

