

SOCIETY FOR INDUSTRIAL AND ORGANISATIONAL PSYCHOLOGY OF SOUTH AFRICA

Minutes of the SIOPSA Annual General Meeting

held at the CSIR, Pretoria
on the 20th of July 2016 at 15:30

PRESENT

Executive members

Llewellyn van Zyl	Deon Meiring
Alison Felix-Lodewyk	Steven Breger
Andre Westraat	Llewellyn van Zyl
Andre Lombard	David Bischof
William van Aarde	Frik Nortje
Ederick Stander	Zunica Ermel
Frans Cilliers	Anne Buckett
Adrian Parsadh	Steven Breger
Shirleen Titus	Anna-Rosa le Roux
Carin Bergh	Talitha Muller
Lourens van Schalkwyk	Frans Cilliers
Kim Dowdeswell	Nadene Venter
Nadene Venter	Marieta du Plessis
Frik Nortje	Karel Stanz
Talitha Muller	Holly Glaeser

Members (as per registration list)

Chanel van Niekerk	Rosina Motau
Karien van der Merwe	Jaco de Jager
Pieter Moller	Mantombi Tshabalala
Carl Muller	Barbara Donaldson
Mochabo Moerane	Dieter Veldsman
Lerato Kunupi	Joyce Baloyi
Sherwyn Rossouw	Louise Ley
Andrew Johnson	Gail Wrogemann
Andre Venter	Anton Dreyer
Neo Mamathuba	Francois de Wet
Johan Venter	S Ngcobo
Marie Sebueng	Hema Parbhoo

**SOCIETY FOR INDUSTRIAL AND ORGANISATIONAL PSYCHOLOGY OF
SOUTH AFRICA**

Minutes of the SIOPSA Annual General Meeting

held at the CSIR, Pretoria
on the 20th of July 2016 at 15:30

Illana van Rooyen	Johanna Modiba
Danie Oosthuizen	Roelf van Niekerk
Zardie Thembu	Susan McGoldrick
Susan Bezuidenhout	Marieta du Plessis
Petrus Bester	Sharon Munyaka
Eve Magela	Dolly Mohlamme
Aletta Odendaal	Sylvia Baloyi
Lloyd Hlengani	Piet Geldenhuys
Rene van Wyk	Candice Booysen
Dries Schreuder	Fred Guest
Hendrik Kriek	Joalane Mokhetsi

Minute takers:

Shirleen Titus – MANCO Secretary.

Juliette Powell - Present as non-elected representative.

Note:

These minutes should be read in conjunction with the following source documents:

1. SIOPSA Annual report, 2015/2016.
2. AGM Presentation/s, 20 July 2016.

Item	Minute
1.	<p>Welcome.</p> <p>Llewellyn van Zyl opened the meeting and welcomed all present.</p>
2.	<p>Present and Apologies.</p> <ul style="list-style-type: none"> • Leonie van der Vaardt • Sukie Goodman • Ian Rothmann • Elrie Botha • Lene Jorgensen • Marius Stander • Ederick Stander • Johan Malan • Andrew Thatcher • Danie du Toit • Inette Taylor • Gert Roodt • Freddy Crous • Chantal Olckers • Theo Veldsman • Leon Jackson
3.	<p>Confirmation of Voting Procedures.</p> <p>Voting procedures were confirmed. The meeting was restricted in terms of section 5.1 of the constitution of SIOPSA, to members that are entitled to vote as follows: -</p> <p>3.1 Full/Fellow and Honorary Members can vote on amendments to the constitution as well as election of the president.</p> <p>3.2 Associate members can vote on any matter other than the above.</p> <p>3.3 In terms of 5.4 proxy forms could be received by fellow colleagues, entitling AGM members to vote on their behalf, members were asked to ensure they knew whether the vote was conditional or unconditional.</p> <p>3.4 Voting cards were made available and voting procedures explained for all voting members.</p>
4.	<p>Confirmation of Minutes of the previous AGM held on 28 July 2015.</p> <p>Proposer: Aletta Odendaal</p> <p>Seconded: Anna-Rosa le Roux</p>

	<p>The minutes of the AGM held on 28 July 2015 was accepted as a true and accurate reflection of the previous meeting.</p> <p>Members were advised that copies of the previous minutes are available on the SIOPSA website.</p>
5.	<p>Matters arising from Minutes of AGM 28 July 2015.</p> <p>5.1 It was indicated that all matters arising will be addressed as per the Agenda.</p>
6.	<p>New Matters</p>
	<p>6.1 President's Report</p> <p>To be read in conjunction with the Annual Report 2015/2016 as posted on the SIOPSA website.</p> <p>The outgoing president, Llewellyn van Zyl gave feedback regarding the 2015/2016 cycle and stressed it was a difficult year on all levels. Foremost was to run Society under severe economic conditions and having to make sacrifices to ensure that we are able to deliver on the mandate, namely the operational objectives and running the office. Positive aspects include establishing SIOPSA Foundation and SIOPSA Academy and it being the first year that SIOPSA has had a fulltime in-house COO. These were great achievements but constrained in terms of SIOPSA's financial position.</p> <p>In order to fast track implementation of the operational plan, a request was made to the advisory board for R760 000 to be withdrawn from our investment. After various revisions, we refined and reprioritise key objectives, another request was made to approve new reduced amount of R240 000 and then reduced even further to R170 000. Critical feedback was given by the advisory board regarding the financial imperatives. The focus was then to invest in areas that could generate more revenue in order to sustain the Society's financial position which would then fund the fast tracking of the operational objectives.</p> <p>Llewellyn then proceeded to give an overview of the Management and Executive Committees for 2015/2016. He extended his personal thanks to everyone on the Management and Executive committee and commended them on the efforts that were put in to fast track the implementation of the Operational Plan. A special mention was made to Andre Lombard, the</p>

outgoing Treasurer, conveying a huge thank you for his personal investment towards the Society on so many levels. An individual thanks was given to each MANCO member as well as Nadene Venter, the COO for her dedication and commitment towards the Society.

6.1.1 SIOPSA and the way forward.

Llewellyn presented the purpose and mandate SIOPSA through the four SIOPSA 2020 dreams that were ratified in 2012. He reported that these broad aims were presented to the Advisory Board based on the three primary challenges which were previously identified i.e., Leadership, Wellbeing and Education.

Where are we now? It was further reported that in 2015/2016, structures were created and that Exco was ambitious with strategy given the snags along the way. It was his assertion that the three important things we need to achieve to get SIOPSA to where we want it to be include: 1. Generating funding, 2. Making an impact in Society and 3. Adding value not only to the Society but also to the profession. This mandate can only be achieved if we have the necessary cash flow within SIOPSA. A decision was made amongst MANCO to focus on and generate value to gain the impact that we want. Objectives had to be reprioritised due to the financial position. To this end, Llewellyn presented what SIOPSA managed to achieve within the current budget despite not obtaining the extra funding initially requested.

6.1.2 National and International co-operation.

Members were asked to ratify the signing of a Memorandum of Understanding with the SIOP.

Proposer : Fred Guest

Secunder : Lourens van Schalkwyk

6.1.3 Honorary Membership.

Honorary Membership nominations were presented as follows:

1. Melinde Coetzee
2. Andre Lombard

6.1.4 Presidential Awards.

It was reported that seven awards would be presented at the Gala Dinner, to two people internally contributing within the Society, two people outside the Society, two people for their contribution to the profession and one institutional award, which is a new category.

	<p>6.2 Constitutional Amendments</p> <p>Shirleen Titus proposed an addition to the constitution:</p> <p>3.2 Each year, the Society signs off its annual financial statements within 4 months after the end of its financial year, or such shorter period as may be appropriate to provide the required notice of an annual general meeting in terms of section 61(7) of the Companies Act. 2008 (Act No. 71 of 2008).</p> <p>3.3 The annual financial statements must in the case of a Non-profit Society be independently reviewed in a manner that satisfies the regulations made in terms of subsection (7 subject to the subsection 2(A) of the Companies Act. 2008 (Act No. 71 of 2008)</p> <p>Proposed: Fred Guest (proposed to change “company” to “Society”) Seconded: Steven Renecele</p> <p>Fred Guest asked if there is a clear need to make a decision regarding 3.1 and 3.2. As it is in the constitution, do we need to choose and specifically stipulate in the constitution. He feels that 3.1 aren’t relevant. The changes were documented immediately in the minutes.</p> <p>Numbers will be changed as such with the addition of this bullet.</p> <p>Proposed: Fred Guest Seconded: Aletta Odendaal</p> <p>It was reported that a copy of the revised Constitution will be posted on the SIOPSA website as soon as all the amendments are effected.</p>
	<p>6.3 Treasurer’s Report</p> <p>The Treasurer presented the financial report which had been posted on the website for members to peruse before the AGM. The report covered income and expenditure for the 2015/2016, as well as membership ratification statistics for the year. Andre also presented the Profit Improvement Plan to the AGM. This report included SIOPSA’s cash flow as well as the challenges of having the conference in the last month of our financial year. It was indicated here that the audited financial statements will be released in due course and made available to members.</p>

Hennie Kriek commented on salary expenses. He proposed that EXCO should have a critical look at salary bill. Steven Renele said that if the benchmark is justifiable then the bill would be acceptable. It was resolved that an investigation will be conducted regarding the salary expenses within the Society.

Hennie Kriek indicated that he would like the Society's financials to be presented at the AGM. He proposes that Exco consider changing the financial year to 3 months after the conference so that finances can be looked at based on what is current and finalised. Steven Renele suggested running the Presidency together with the financial year to allow adequate time for hand over.

Andrew Johnson requested to see what reserves are available to sustain the Society and what would create stability? Andre Lombard mentioned that the bridging finance that was withdrawn eased up cash flow for the operations of the Society. Andre Lombard reported that our reserves are sitting at R1 million fixed and about the same in our current account. Gail Wrogemann suggested we look at the interest rate on our reserves as it is extremely low.

Rentia de Bruyn commented that there will be a constitution change regarding our financial statements which is a statutory requirement that our financial statements are available within 4 months of the year end. Nadene Venter commented that it would be great to have accurate figures to be reported instead of projected figures.

Aletta Odendaal commented that we keep the SIOPSA Conference as is as it is based on a calendar which has several other events happening during the year and SIOPSA Conference has become a staple in July.

Nadene Venter requested a mandate for investigation into unintended consequences regarding the move of the financial year end as well as presidential cycle. And this was granted.

Members were requested to ratify the Treasurer's report.

Proposer: Aletta Odendaal

Seconded: Fred Guest

	<p>Andre Lombard bid everyone farewell, wished them well and thanked Exco and Office staff for their support and encouragement. He also wished the governance of the Society and the incoming president all the best for the new year.</p>
7.	<p>7.1 Academy Lourens van Schalkwyk gave a brief overview of the Academy.</p> <p>7.2 Foundation Carin Bergh gave a brief overview of the Foundation.</p>
8.	<p>Interest Groups</p> <p>The establishment of the Psycho-Legal Interest Group Proposal under the leadership of Barbara Donaldson was put forward for acceptance after a direct request from the Road Accident Fund regarding standards of practice in this field.</p> <p>Proposer: Anne Buckett Seconded: Lourens van Schalkwyk</p>
9.	<p>Acceptance of Annual Report</p> <p>Proposer: Aletta Odendaal Seconded: Talitha Oosthuizen and Andrew Johnson</p>
10.	<p>Election of Office Bearers</p> <p>The following were office bearers nominated and elected into the various positions indicated below:-</p> <p>10.1 MANCO</p> <p>President-Elect : Shirleen Titus Proposer: Karel Stanz Secunder: Andrew Johnson.</p> <p>The nomination was accepted by the House. Llewellyn van Zyl congratulated Shirleen on her election as President-Elect.</p> <p>President: Manoko Ratala Proposer: Marissa de Klerk Secunder: Talitha Oosthuizen</p> <p>Llewellyn van Zyl congratulated Manoko and officially handed over the Presidency to her.</p>

Andrew Johnson encouraged the meeting to note and celebrate this momentous occasion as Manoko is the first black woman president of the Society.

Manoko presented the Exco performance management process as well as the minimum objectives in the Operations Plan. She also indicated that in order to stand on MANCO and EXCO, one needs to be a paid up Full or Associate Member.

She went on to present the nominees for the open MANCO positions:-

Treasurer: William van Aarde

Proposer: Fred Guest

Seconded: Neo Mamathuba

Secretary : Alison Felix

Proposer: Fred Guest

Seconded: Neo Mamathuba

Transformation : Kim Dowdeswell

Proposer: Fred Guest

Seconded: Neo Mamathuba

Andrew Johnson suggested having a black individual in the transformation role as they would understand the circumstances and could engage with people on that level better.

A nomination was put forward for Neo Mamathuba. Nadene mentioned that Neo was already nominated for another role. Neo indicated that she would like Kim to take the transformation role and thus declined her nomination.

10.2 EXCO

The meeting was reminded to ensure that all nominated individuals are full members of the Society. A proposal was also made to present all nominees and use one blanket approval unless there were objections.

Proposer: Barbara Donaldson

Seconded: Anton Schlechter

Membership Services: Candice Booyesen

Professional Practice: Zunica Ermel

Marketing and Communications: Neo Mamathuba

Professional Practice: Deon Meiring

External Affairs: Andre Westraat

SIOPSA Foundation: Carin Bergh

SIOPSA Academy: Lourens van Schalkwyk

Conference: Anne Bucket

10.3 Interest Groups

IGPP : To be confirmed

PAI: David Bischoff

IGCCPSA: Dr. Ann-Rosa le Roux

IGSPO : Prof. Frans Cilliers

IACCP: To be confirmed

POP: Marietta de Klerk

Psycho-Legal Interest Group: Barbara Donaldson

8.4 Regional Branches

Johannesburg: Talita Muller

Pretoria: Francois de Wet

Vaal Triangle: Ederick Stander

Potchefstroom: Marissa de Klerk

Durban: Holly Glaeser

Cape Town: Adrian Parsadh

Eastern Cape: Sharon Munyaka

Adoption of all nominations above:

Proposer: Steven Breger

Seconded: Aletta Odendaal

Manoko Ratala addressed the meeting as incoming President for 2016/2017 in closing. She reported that she sees her year as that of growth for the Society. She indicated that she would like to focus on collaboration and creating relevant strategic partners. From an operations perspective, she would like to do a reprioritization of the Operational Plan and

	<p>proper budget alignment.</p> <p>Manoko requested a mandate to review the 2 years allocated for Interest Group Chairs to ensure a balance between depth in expertise and to allow a proper skills transfer.</p> <p>Acceptance of Presidential resolutions: Proposer: Aletta Odendaal Seconder: Steven Renecke</p>
14.	<p>Closure</p> <p>The Past President thanked everyone present for making the time available to attend the Annual General Meeting. Before closing, Karel Stanz requested a tribute of 1 minute of silence for Jim Outtz from SIOP who passed away.</p> <p>The next AGM will be held at the 19th Annual Conference in 2017 in the week of 24 July 2017. All members were invited to drinks in the foyer and then to the Amber Room for the Gala Dinner.</p> <p>The AGM adjourned at 18:29.</p>



.....
President: SIOPSA

24/8/2016

.....
Date