

# SOCIETY FOR INDUSTRIAL AND ORGANISATIONAL PSYCHOLOGY OF SOUTH AFRICA

## Minutes of the SIOPSA Annual General Meeting

held at The CSIR Convention Centre (CSIRICC)

on the 30<sup>th</sup> July 2013 at 18:00

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### PRESENT

#### Executive members

Karel Stanz	President
Andrew Johnson	Past President
André Westraat	President-Elect
André Lombard	Treasurer
Llewellyn van Zyl	CPD/eCPD
Jörn Dannheimer	Future Fit
Louise Niemand	Membership Ratification
Kim Dowdeswell	Chair: People Assessment in Industry (PAI)
Ester Kruger	Conference Portfolio
Shirleen Titus	Marketing and Communications
Manoko Matlala	Regional chair: Johannesburg
Ollie Olwagan	Regional chair: Pretoria
Susan Ellison	Regional chair: Durban
Alison Felix	Regional chair: Cape Town
Johan Schoeman	Regional Chair: Eastern Cape
Petrus Nel	Regional Chair: Free State
Lene Jorgensen	Regional Chair: North West
Anna-Rosa le Roux	Chair: Interest Group in Coaching and Consulting in Psychology

#### Members (as per registration list)

Nadene Venter	Carin Bergh	
Dirk Geldenhuys	Johan Olwagan	Avanti Thaker
Andrew Johnson	Aletta Odendaal	
Aretha van der Merwe	Shirleen Titus	
Larry Palk	Ralph Wortley	
Steve Renecke	Alison Felix-Lodewyk	
Theo Veldsman	Louise Niemand	
Danie Oosthuizen	Desiree Grant	
Manoko Matlala	Deon Meiring	
Jorn Dannheimer	Leon Jackson	
Marius Stander	Sylvia Baloyi	
Roelf van Niekerk	Ceri Neilson	
Carl Muller	Tinus Voges	
Fred Guest	Johan Schoeman	
Andre Westraat	Dieter Veldsman	
Nicola Taylor	Kim Dowdeswell	
Hennie Kriek	Gail Wrogemann	
Dries Schreuder	Pieter Moller	
Brian Malindi	Evelyn Aphane	

**Apologies:**

Hema Parbhoo

Gert Roodt

**Minute taker:** Juliette Erasmus - present as non-elected representative**Note:**

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

1. SIOPSA Annual report 2012/2013
2. AGM Presentation, 30 July 2013

<b>Item</b>	<b>Minute</b>
<b>1.</b>	<b>Welcome</b> The President welcomed everyone present to the Annual General Meeting.
<b>2.</b>	<b>Present and Apologies</b> Members Present and apologies as recorded above were tendered. Apologies: Prof. Gert Roodt, Hema Parbhoo. All members were required to complete the attendance register for attendance at the AGM.
<b>3.</b>	<b>Adoption of Agenda</b> The agenda for the meeting was accepted. Members were asked to speak clearly when addressing the AGM in order for the proceedings to be recorded.
<b>4.</b>	<b>Confirmation of voting procedures</b> Voting procedures were confirmed. The meeting was restricted in terms of 5.1 of the Constitution of SIOPSA, to members that are entitled to vote as follows (1) Full/Fellow and Honorary Members can vote on amendments to the Constitution as well as on election of the President. (2) Associate on any matter other than the above. In terms of 5.4 a 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. Voting cards were available for voting procedures for all voting members.
<b>5.</b>	<b>Confirmation to Quorum</b> The number of members required to be present in order to form a <b>quorum</b> was confirmed as sufficient.
<b>6.</b>	<b>Chairman's Report</b> Refer to circulated Annual Report 2013 and electronic presentation. <i>Proposer: Theo Veldsman</i> <i>Seconded: Manoko Matlala</i>
<b>7.1</b>	<b>Matters arising</b>
	<b>Highlights</b>

<p>7.2</p>	<p><b>7.1.1. SIOPSA 2020</b> - Proposed that we change Professional Society to “Professional Society of the Psychology of people in the workplace.” Change to Point 3 from "Establish SIOPSA as a regulatory body" to "Establish SIOPSA as a self-regulatory body".</p> <p><b>7.1.2. Annual Finances to be made up after ICP</b> - Finances had been made up with the one-day Seminar attended by a full capacity of 150 people.</p> <p><b>7.1.3. Social Media</b> – Established for SIOPSA: Facebook, Twitter, Linked -In. Thank you to Prof. Llewellyn van Zyl.</p> <p><b>7.1.4. Interest Groups</b> – 2 new interest groups had been established – IGSP0 chaired by Dr. Frans Cilliers; and IGCCP chaired by Prof. Deon Meiring.</p> <p><b>7.1.5. Website</b> – the new website had been duly updated.</p> <p><b>Membership</b> – Theo Veldsman suggested that we do a survey amongst the HPCSA list of IOP’s to see what they would like us to offer them and how can we entice them to join. André Johnson mentioned that during his term they did this and the result of this drive was not very promising partly because the website had not been 100% functional at the time to assist us. Llewellyn van Zyl informed that when one buys the HPCSA list, only postal addresses are given - no email or telephonic email addresses. Llewellyn proposed that we investigate how to go about getting a list of email addresses. Theo suggests that we relooked this.</p> <p>Llewellyn confirmed that they did a survey via SIOPSA; the results showed that the value-add for members regarding SIOPSA was:</p> <ul style="list-style-type: none"> <li>• Conference</li> <li>• Networking</li> <li>• eCPD</li> </ul> <p>In 2009 the membership numbers were not accurate as they were not reporting fully paid-up members - so confirmed via Nicola Taylor and Steve Reneclé. The accuracy of membership numbers would only have been correct from 2010.</p>
<p>8. 8.1.</p>	<p><b>Portfolios</b></p> <p><b>Ethics</b> <b>Sylvia Baloyi made a call upon the branches to have one person on their Committee to stand and represent the branches on Ethics.</b></p> <p>Theo Veldsman suggested an electronic paper regarding the distribution of Ethics research. Fred Guest suggested that the Committee distributes the Ethics research accordingly.</p>

	<p><b>Proposer:</b> Theo Veldsman <b>Seconded:</b> Fred Guest</p>
8.2	<p><b>International Recognition</b> Aletta recommended that the focus must not just be on International Alliances but on African Alliances as well.</p> <p><b>Proposer:</b> Aletta Odendaal <b>Seconded:</b> Theo Veldsman</p>
8.3	<p><b>Emerging Psychologists</b> Student chapters were being set up in each region. Emerging Psychologists focused events were a HUGE success.</p>
8.4	<p><b>Marketing and Communication</b> Shirleen Titus reported on establishing brand identity and unified conversations. Also, CSR project serving humanity and psychologists serving the community. This initiative needed to show and demonstrate empathy to government and community alike.</p>
8.5	<p><b>Conference</b> Seminars brought in due to feedback from previous events was to focus on tools, technology and practice. Fred Guest proposed that the AGM thanks Ester for her hard work and the innovation brought in during this year's leadership with the Conference planning and execution. Karel commented that it had been recognised the previous night with the Presidential award.</p>
8.6	<p><b>CPD/eCPD</b> A free eCPD service was being implemented to all Full Members and then, due to feedback, it was offered Associate members in addition.</p>
8.7	<p><b>Social Media</b> Linked-In was built on what Fred Guest had established previously. Facebook and Twitter had also been established and they have grown tremendously. Approximately 730 tweets with a hashtag had been counted. Gratitude was given to Fred Guest for his significant contribution. The YouTube channel would be launched by the end of August 2013. Deo Strümpfer's speech would be the first video, as well as the SIOPSA Oath.</p>

8.8	<p><b>Branches</b> Pretoria had won the Branch of the Year Award 2013.</p> <p><b>Office</b> The Policies and Procedures Charter was being embedded.</p> <p>Piet Bester complimented the Office personnel for their friendliness and for assisting him in joining the Society.</p> <p>Deon Meiring suggested that we add pictures of the Office to the website. Karel suggested that we add Google Maps and GPS Coordinates to the website. Juliette Erasmus invited all members to come and visit the Office for a cup of coffee.</p>												
9	<p><b>Treasurer's Report</b> Refer to circulated Annual Report 2013 and electronic presentation.</p> <p><i>Proposer: Theo Veldsman</i> <i>Seconded: Steven Renecke</i></p>												
9.1	<p><b>Salient points</b></p> <ol style="list-style-type: none"> <li><b>Financial position:</b> It was noted that the net loss for the Society was R525,000.00 compared to a nett positive surplus in revenue, of R442,851 in 2012 - due to no Annual Conference and the write-off of Bad Debts.</li> <li><b>Professional investment:</b> Policies and Procedures Charter was being instituted.</li> <li><b>Call Account Investment:</b> We had taken advice from our financial advisor and elders - and transferred our investment to another investor, to increase annual interest.</li> <li><b>Road shows:</b> Road shows had been done to all the branches by Juliette Erasmus and André Lombard. Branch Events were to at least break even.</li> </ol> <p><b>5. Membership Fees 2013/2014</b></p> <p>The following fee structure for 2013/2014 has been proposed and accepted.</p> <table border="1" data-bbox="336 1637 1203 1995"> <thead> <tr> <th><b>Membership Category</b></th> <th><b>2013/2014 Fees</b></th> </tr> </thead> <tbody> <tr> <td>Full Members</td> <td>R900.00</td> </tr> <tr> <td>Associate Members</td> <td>R900.00</td> </tr> <tr> <td>Student Members</td> <td>R120.00</td> </tr> <tr> <td>Affiliates</td> <td>R800.00</td> </tr> <tr> <td>Foreign Affiliates</td> <td>R900.00</td> </tr> </tbody> </table>	<b>Membership Category</b>	<b>2013/2014 Fees</b>	Full Members	R900.00	Associate Members	R900.00	Student Members	R120.00	Affiliates	R800.00	Foreign Affiliates	R900.00
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**Proposer:** Steven Renecke  
**Seconded:** Aletta Odendaal

**10. Constitutional Amendments**

André Westraat requested a mandate from the AGM to review the SIOPSA Constitution.

**Proposer:** Theo Veldsman  
**Seconded:** Andrew Johnson

1. Change related to the methods of communication used by the SIOPSA.

a. **Change in par 1.1: Definitions and interpretations**

**Current wording**

Where any requirement exists in this Constitution that matters be communicated to or by members, it shall be sufficient to communicate such matters by electronic means.

**Proposed change**

Where any requirement exists in this Constitution that matters be communicated to or by members, it shall be sufficient to communicate such matters by electronic means, **or any alternative means of technology.**

**Rationale for proposed change**

Taking into account the rapid development in current electronic communication technology, the SIOPSA Constitution should allow for the use of potential current and future enhancements, to the benefit of members.

Ralph Wortley recommended that we stick with the current wording.

**Proposer:** Ralph Wortley  
**Seconded:** Steven Renecke

**b. Change in par 4.2 (a): Membership rules**

**Current wording**

A prospective member shall apply in writing on the prescribed form to the Secretary of the Society and such application shall be considered in accordance with the Constitution of the Society. The Society shall not be required to furnish reasons for refusal of membership.

**Proposed change**

A prospective member shall apply in writing (***traditional or any other acceptable electronic means***) on the prescribed form to the Secretary of the Society and such application shall be considered in accordance with the constitution of the Society. The Society shall not be required to furnish reasons for refusal of membership.

**Rationale for proposed change**

Taking into account the rapid development in current electronic communication technology, the SIOPSA Constitution should allow for the use of potential current and future enhancements, to the benefit of members.

**Proposer:** Steven Renecke

**Seconded:** Aletta Odendaal

**2. Change related to the financial year end of SIOPSA**

**a. Change in par 3.9: Legal Status.**

**Current wording**

The Society's financial year shall end on 31 December annually.

**Proposed change**

The Society's financial year shall end on **31 July** annually.

### **Rationale for proposed change**

The President of SIOPSA assumes the role and responsibilities attributed to the position immediately following the AGM, conducted at the annual SIOPSA conference, which runs in July every year. As such, the consequence of the current year end (31 December) is that the President cannot take full responsibility for the financial endeavours for SIOPSA, as the financial year and the term of President is not concurrent. The proposed change would align the term of President with the financial year which would ensure greater accountability.

**Proposer:** Theo Veldsman

**Seconded:** André Johnson

### 3. Change related to editorial alterations

#### a. **Change in par 4.2 (b), 4.2 (d), 4.3**

##### i. **Current wording (4.2 (b))**

All members of the Society shall be liable for the prescribed subscriptions. A member whose subscription remains in arrears for three months shall be liable for termination of membership.

##### **Proposed change**

All members of the Society shall be liable for the prescribed **membership fees**. A member whose **membership fees** remains in arrears for three months shall be liable for termination of membership.

##### ii. **Current wording (4.2 (d))**

Upon termination of membership, paid-up subscriptions shall not be refundable.



**Proposed change**

Upon termination of membership, paid-up *membership fees* shall not be refundable.

**iii. Current wording (4.3)**

Subscriptions fees

Subscriptions fees shall be payable annually and shall be determined from time to time by the Executive Committee, and said determination shall be ratified at the annual AGM of the Society. Different rates of subscription may be determined for different classes of membership or affiliateship.

**Proposed change**

***Membership fees***

***Membership fees*** shall be payable annually and shall be determined from time to time by the Executive Committee, and said determination shall be ratified at the annual AGM of the Society. Different rates of ***membership fees*** may be determined for different classes of membership or affiliateship.

**Rationale for proposed change**

As SIOPSA is a membership-based organisation, the constitution should reflect the payment of membership fees, and not subscriptions.

***Proposer:*** Ollie Olwagen

***Seconded:*** Fred Guest

***Seconded:*** Ralph Wortley

4. Change related to the functions of Sub-committees of the Executive Committee

a. **Change in par 10.3 (b)**

**Current wording**

Upon the instructions of the Executive Committee, a Sub-committee may negotiate on behalf of the Society with the Professional Board for Psychology, the South African Psychological Society of South Africa and any other bodies.

**Proposed change**

Upon the instructions of the Executive Committee, a Sub-committee may negotiate on behalf of the Society with any other bodies.

**Rationale for proposed change**

As a proliferation of likeminded organisations and interest groups within SIOPSA have developed, the need to single out only two bodies limits the scope of said interest groups, and SIOPSA as a whole.

Theo Veldsman felt that the agreement of the sub-committee must be ratified by the Executive Committee.

**Proposer:** Llewellyn van Zyl

**Seconded:** Steven Renecke

5. Change related to the foundation and dissolution of Regional Groups

a. **Change in par 11.3 (a)**

**Current wording**

Regional Groups may be established upon the discretion of the Executive Committee by the Executive Committee or if the Executive Committee be requested in writing by either a Regional Group Executive or by 10 full members to do so.

### **Proposed change**

Regional Groups may be established upon the discretion of the Executive Committee by the Executive Committee or if the Executive Committee be requested in writing by full members to do so.

### **Rationale for proposed change**

One of the main aims of SIOPSA is to maintain close contact with the needs of Industrial and Organisational Psychologists in all spheres of Industrial and Organisational Psychological practice and addressing their need timeously. As such, the requirement of 10 full members is deemed to impede the enactment of said objective. A small group of 3 to 5 individuals can play a meaningful role in smaller geographical regions, at no real cost to the society.

**Proposer:** Steven Renecke

**Seconded:** Aletta Odendaal

## **6. Change related to the establishment of new Interest Groups**

### **b. Change in par 12.3 (a)**

#### **Current wording**

With the approval of the Executive Committee new Interest Groups may be created when 10 or more members in any membership category give notice in writing of their intention in this regard and the proposed Interest Group is clearly distinguishable from the areas of existing Interest Groups according to the opinion of the Executive Committee.

#### **Proposed change**

With the approval of the Executive Committee, new Interest Groups may be created when members in any membership category give notice in writing of their intention in this regard and when the proposed Interest Group is clearly distinguishable

from the areas of existing Interest Groups according to the opinion of the Executive Committee.

**Rationale for proposed change**

One of the main aims of SIOPSA is to maintain close contact with the needs of Industrial and Organisational Psychologists in all spheres of Industrial and Organisational Psychological practice and addressing their need timeously. As such, the requirement of 10 full members is deemed to impede the enactment of said objective.

**Proposer:** Steven Renecke

**Seconded:** Aletta Odendaal

All constitutional matters needed to be voted on.

Votes occurred on each change and the majority were in support of the constitutional wording changes.

All changes needed to go to the Companies and Intellectual Properties Commission and we wanted to ensure that it is perfect.

**11. Membership**

Refer to electronic presentation.

The current membership of the Society at June 2013 was as follows:

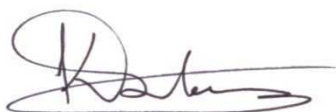
<b>Categories</b>	<b>Members as at June 2013</b>
Affiliate	<b>2</b>
Associate Members	<b>94</b>
Fellows	<b>3</b>
Full Members	<b>330</b>
Honorary Members	<b>18</b>
Student Members/Emerging Psychologists	<b>82</b>
International Affiliate	<b>1</b>
<b>Total</b>	<b>530</b>

There were 508 guests on our database as well.

HPCSA said there were approximately 1624 IO Psychologists on their books in January 2012.

	<p><b>Proposer:</b> Llewellyn van Zyl  <b>Seconded:</b> Manoko Matlala</p>										
<b>12.</b>	<p><b>Confirmation of Executive structure</b>  The President confirmed the executive structure for 2013/2014:</p>										
<b>12.1</b>	<p><b>Confirmation of President</b>  André Westraat</p>										
<b>12.2</b>	<p><b>Confirmation of Management Committee</b></p> <table> <tr> <td>André Westraat</td> <td>President</td> </tr> <tr> <td>Karel Stanz</td> <td>Past President</td> </tr> <tr> <td>Kim Dowdeswell</td> <td>President-Elect</td> </tr> <tr> <td>André Lombard</td> <td>Treasurer</td> </tr> <tr> <td>Vacant</td> <td>Secretary</td> </tr> </table>	André Westraat	President	Karel Stanz	Past President	Kim Dowdeswell	President-Elect	André Lombard	Treasurer	Vacant	Secretary
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<b>12.3</b>	<p><b>Election of President-Elect</b>  Kim Dowdeswell was nominated as President-Elect. An official closed vote was held with 49 votes and 1 spoilt vote. Kim Dowdeswell won the election and is President-Elect for 2013/2014.</p> <p><b>Proposer:</b> Nadene Venter  <b>Seconded:</b> Theo Veldsman</p>										
<b>12.4</b>	<p><b>Regional structures</b>  It was noted that regional chairs would be elected on regional level at their respective AGM's.</p>										
<b>12.5</b>	<p><b>Vacancies</b>  As per the committee based structure there was currently the following vacancies on the executive; (1) Conference; (2) Marketing and Communications; (3) Ethics; (4) Scope of Practice; (5) 4 SIOPSA Dreams. The following nominations were received and accepted from the floor:</p> <p><b>Manoko Matlala for Secretary</b>  <b>Proposer:</b> André Westraat  <b>Seconded:</b> Sharon Monyaka</p> <p><b>Chris Beukes for Emerging Psychologists</b>  <b>Proposer:</b> Nadene Venter  <b>Seconded:</b> Llewellyn van Zyl</p> <p><b>Danie Oosthuizen</b>  <b>Proposer:</b> Carin Bergh  <b>Seconded:</b> Nadene Venter</p>										

	<p><b>Ophilia Lodimo for Ethics</b>  <b>Proposer:</b> <i>Sylvia Baloyi</i>  <b>Seconded:</b> <i>Manoko Matlala</i></p> <p><b>Lourens van Schalkwyk</b>  <b>Proposer:</b> <i>Llewellyn van Zyl</i>  <b>Seconded:</b> <i>Marius Stander</i></p> <p><b>Hema Parbhoo</b>  <b>Proposer:</b> <i>André Johnson</i>  <b>Seconded:</b> <i>Avanti Thaker</i></p> <p><i>People available for re-election: Andrew Johnson, Ester Kruger, Llewellyn van Zyl, Shirleen Titus, Jörn Dannheimer, Alison Felix</i></p> <p><b>Proposer:</b> <i>Aletta Odendaal</i>  <b>Seconded:</b> <i>Theo Veldsman</i></p> <p><i>Members who have portfolios needed to be re-elected in the AGM.</i></p> <p><i>A proposal was put forward to vote for all nominations to be accepted onto the EXCO.</i></p> <p><b>Proposer:</b> <i>Theo Veldsman</i>  <b>Seconded:</b> <i>Steven Renecke</i></p> <p><i>Vote was done and all nominations were accepted onto the EXCO.</i></p>
13.	<p><b>Closure</b>  The next AGM would be held in July 2014. Venue to be confirmed at a later date.  The President thanked everyone present for making the time available to attend the Annual General Meeting.  The AGM was adjourned at 20:58.</p>
14.	<p><b>Source documents</b>  1. SIOPSA Annual report 2012/2013  2. AGM Presentation, 29 July 2013</p>



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President: SIOPSA

09/07/2014.  
Date



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Past President: SIOPSA

09/07/2014  
Date



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President-Elect: SIOPSA

09/07/2014  
Date



.....  
Treasurer: SIOPSA

09/07/2014  
Date