

The South African Association for Food Science and Technology

14 November 2019



SAAFoST COUNCIL MEETING MINUTES

Minutes of the SAAFoST Council Meeting held at City Lodge OR Tambo, 14 November 2019 at 09h00

MEMBERS PRESENT			
James McLean (Exco)	(JM)	President	Hilltop Food Ingredients
Lucia Anelich (Exco)	(LA)	Immediate Past President	Anelich Consulting
Gunnar Sigge (Exco)	(GS)	Special - International	Dept. Food Science, SU
Elna Buys (Exco)	(EB)	President Elect	Univ of Pretoria
Riette de Kock (Exco)	(RDk)	Vice President	Univ of Pretoria
Owen Frisby	(OJF)	Executive Director	SAAFoST
Anza Bester	(AB)		Merieux NutriSciences
Madelein Jansen	(MJ)	KZN Br Representative	Kerry Ingredients
Ingrid Woodrow	(IW)	Chair: Northern Branch	IMCD South Africa
Deon Gallus	(DG)	Vice Chair: Northern Branch	Deltamune
Lisa Ronquest-Ross	(LRR)	Chair: Cape Branch	MANE SA
Emma Phillips	(EP)	Vice Chair: Cape Branch	Deli Spice
Gerda Botha	(GB)	SACNASP Representative	SACNASP
Sharon Beeming		National Secretary	Turners Conferences
BY INVITATION			
Tricia Fitchet	(TF)	Editor: FST	SAAFoST
Tsetse Baloyi	(TB)	Communications Officer	SAAFoST
Irene Burke	(IB)	Membership Development Officer	SAAFoST
Juliette le Roux	(JIR)	Food Safety Matters	EC Representative
APOLOGIES			
No Apologies			

No	Item	Action	Date
1	WELCOME AND APOLOGIES	JM	
1.1	James welcomed all to his first Council Meeting as President. All introduced themselves.		

	No apologies received.		
2	<p>READING A.ND CONFIRMATION OF THE AGENDA AND ADDITIONAL ITEMS</p> <p>LA advised that she would like to add to the Agenda as a standing item – Constitution / By-Laws</p> <p>JM advised as follows:</p> <ul style="list-style-type: none"> • At the Exco meeting the previous day it was discussed that the Constitution was outdated and as the organization had grown and the Constitution and By-laws should need to be reviewed and that Policies be put in place. • The IUFoST debacle was highlighted that governance issues was becoming more critical. • As the Constitution was difficult to change, and it was easier to change By-Laws, so Hahn & Hahn would be consulted in getting the Constitution amended legally amended. • A list of By-Laws would be drawn up and as they would be changed with the approval of Council as needed and policies could be drawn up. • Exco should give thought on this and JM was inviting all Council members to give their thought on this and send their suggestions to SB, who would divert these suggestions to Exco. • At the next meeting in March 2020 and update would be given, the process would take between 6 ad 9 months to be put in place. <p>All agreed to have this on the Agenda as a standing item.</p> <p>LA mentioned the following:</p> <ul style="list-style-type: none"> • Training of Council Members: there was a number of sister Institutions that every time council members changed, they would go through full training on their roles and responsibilities as council members. • Training included would be the way to bring sensitive matters to the table, what was permitted and what was not; Corporate Governance, Code of Conduct, transparency etc. <p>LA suggested that it should be included in the budget to have a Professional who was conversed in these matters to train council members in terms of the Constitution, and how to manage the organization going forward. For example, how would a person be co-opted onto Council and for what reasons?</p> <p>JM mentioned that OJF had a list of responsibilities of council members and that he should circulates to all so that by the next Council meeting someone be invited to talk on Governance.</p> <p>JM advised that Council members send any suggestions to himself, LA or to SB. What Exco would like was for council to go to the meetings with suggestions/ideas and solutions. A vote would then take place and the decision would then stand regardless if it was favourable or unfavourable.</p> <p>EP suggested adding MySAAFoST to the Constitution.</p>	JM	

	All in agreement that training was a good idea.		
3	READING & CONFIRMATION OF MINUTES	LA/ALL	
	<p>The minutes of the meeting of the 01 September 2019 were distributed to the Council Members and the following corrections were noted:</p> <p>TS should read TB</p> <p>Page 1 – Point 21.1 – Should read Choose a representative to go to Nigeria 2020 and not Choose and IUFoST representative for Nigeria 2020.</p> <p>Page 2 – Point 6 – Third bullet point – should read held the previous week there were and not was.</p> <p>Page 5 – 3rd paragraph before MySAAFoST – take out the ‘a’ between prepare and new lecture</p> <p>Page 5 – last paragraph before MySAAFoST – take out the ‘t’ after TF.</p> <p>Page 5 – Point 9 – first bullet point – should read Students that had passed their 1st semester was accepted and not All passed were accepted.</p> <p>Page 5 – Point 9 – 4th bullet point should be Msizi Nhlabathi’s case and not Nsizi Nhlabathi’s</p> <p>Page 6 – Point 10 – 1st paragraph after bullet points, take out second full stop.</p> <p>Page 6 – Point 10 – 2nd paragraph should be full stop and not a comma.</p> <p>Page 6 – Point 10 – last sentence, should read All agreed that the decision stood and not all agreed that the decision stood.</p> <p>Page 7 – ICD 2020 – 2nd sentence after bullet points should read SAAFoST usually chose people in the area to do the symposium, should read SAAFoST usually chose people in the area to speak at the symposium.</p> <p>Page 7 – ICD – last sentence should read OJF would find out how long the session would be and would advise and not OJF would find out how long the session would be would be advise.</p> <p>Page 7 – point 12, should read TB and not TS</p> <p>Page 8 – 1st bullet point – after April 2020 issues should be full stop and not a comma</p> <p>Page 8 – Point 13 – 1st bullet point – should read Two flyers had gone for Consumer Rights Day on 15 March 2019, should read Two flyers had gone out to members for Consumer Rights Day on 15 March 2019.</p> <p>Page 8 – Point 16 – should read OJF advised that everything was in the report and not OJF advised that everything was in in report</p> <p>Page 9 – Point 17 – 2nd bullet point – should read One of the presentations on HEQSF and not One of the presentations was HEQSF</p> <p>Page 9 – Point 17 – 5th bullet point – There was a SACNASP council and not There was a new SANCNASP council.</p> <p>Page 9 – Point 17 - 6th bullet point – The word SAAFoST should be taken out at the end of the sentence.</p>		
	The minutes were approved by Lucia Anelich and seconded by Gunnar Sigge		
4	MATTERS ARISING FROM PREVIOUS MINUTES – 01 September 2019	JM/ALL	

	<p>GB suggested under Matters Arising there should be a Sub-listing. Agreed.</p> <p>4. MATTERS ARISING FROM PREVIOUS MINUTES – 27TH JUNE 2019</p> <p>QR CARDS – TB to look into linking the QR code for the website.</p> <p>TB reported back that he had used the list given and as he had lost his tablet the day before he was unable to give a demonstration. However, when one presented one's card and with the QR code on the back of the card, a person who had a smartphone could scan the QR code and it would then give them an option to save the details. The details would be name, surname, email address, work number organization that the person worked for, cell number and the SAAFoST website address. If a phone did not have the scanning option, there was an app that could be downloaded that would work the same way. He had setup everything but as OJF mentioned there may have been changes, so he would send to members to see if their details were correct, i.e. name spelt correct.</p> <p>GS asked OJF if he had sent out the cards and OJF responded in that he was waiting for the QR cards to be tested and currently did not know who was on Council and their positions.</p> <p>JM advised that he would go through the list with OJF and emails would be sent out to Council members and their position would be clarified and sent to them. As each Council member needed a business card.</p> <p>IG wanted to know who was meant to be on Council?</p> <p>JM responded that Council consisted of invited members, President, Vice President, President Elect, Past President, Branch Chairs and Vice Chairs, people representing specialty groups e.g. SACNASP. Invitees are TF, IB and TB as Officer Bearers of the organization as well as the ED. It is by invite and council decision.</p> <p>LA read from the Constitution as to who should be on Council and it was President, Past President, Vice President and 6 other council members, i.e. two representatives from each branch. There could be people co-opted to Council, but Council had to agree.</p> <p>JM asked the question is the current Council fine as it was, or should the council strictly be according to the Constitution.</p> <p>After a lengthy discussion it was decided to call the members representing Council at the meeting today, (11 November 2019) would be called an Interim Council and that a final decision as to composition would be made at the March 2020 Council meeting. This was proposed by RDW and seconded by IW.</p>		
5	<p>SAAFoST Investments feedback – Warren Poole (WP)</p>		
	<p>Warren handed out financial packs and gave a lengthy slideshow presentation on SAAFoST's financial investments.</p> <p>JM summarized as follows:</p> <ul style="list-style-type: none"> • Currently there were reserves of +- R6 million • Congress 2019's funds will be released early in 2020, probably in February / March 2020 which were quite substantial, in excess of R1 million • No cash would be needed to be withdrawn from the Investments. 		

	<ul style="list-style-type: none"> • SAAFoST's mandate with Warren was low risk, 3 – 5% above inflation <p>JM advised the portfolio could stay with Warren as it was well managed to date and ask Council for their opinions.</p> <p>LA enquire that low risk was 3 – 5%, and wanted to know what medium risk would be?</p> <p>WP explained the risk category and what they would call conservative funds, and these have a rolling of 3-year objectives, which meant you wanted inflation plus 1, 2, 3 or 4 % over a 3- year period. SAAFoST was more the lower end of medium risk.</p> <p>LA asked the question as to who gave WP instructions, but this was an internal discussion that needed to take place.</p> <p>WP responded that current JM gives him instructions and previously it was Rosie Macguire. It was up to Council to decide who made the decision and who gave the instruction.</p> <p>JM mentioned that since 2013 SAAFoST has not given WP any instructions as to what he must do with the portfolio, his mandate was to look after the portfolio and to get results. Which he has been doing for the past years.</p> <p>JM further mentioned that he saw LA's point and that perhaps 2 or 3 people on Council should review the investments every 3 or 6 months and looking at WP's suggestions.</p> <p>WP suggests that someone from Council needs to be talking to him at least every 6 months and Council have a meeting with him at least one a year.</p> <p>WP would circulate something to Council in April before the June meeting.</p> <p>It was agreed that WP would send to the "Investment Group" of Council his recommendations and changes at least every 6 months and that Council would meet with him at least once a year.</p> <p>JM thanks WP for his presentation and time.</p>		
6	MOTIONS & DOCUMENT SIGNING	All	
	<p>A motion was brought to Council Meeting to increase the donation to Foundation to R500 000.00 per annum.</p> <p>All agreed.</p>		
7	MySAAFoST	EP/GS	
	<p>EP gives feedback as follows:</p> <ul style="list-style-type: none"> • In March 2019 a workshop was held with 3 representatives from each Province and they met in Johannesburg with GS to discuss what they wanted to achieve. 		

	<ul style="list-style-type: none"> • This was then presented to Council. • They put together a programme for Congress and after Congress there was a debriefing. • The team was discouraged, and they discussed their vision and where what they wanted to achieve. They felt that they had missed an important step by not doing the groundwork and research what their members expected from them. • They have set themselves a goal that by March / April 2020 they would research what branches expected and build on a national level. • GS and herself were working on an organogram. • She requested that Branch Chairs send her a list of the MySAAFoST representatives. • How would MySAAFost be represent on Council? <p>JM advised that Council needed to support the MySAAFoST group and what directions MySAAFoST should be going as well as allowing them to make their own decisions.</p> <p>JM suggested that there should be one driven person a branch level and that that a 1-day workshop be held with MySAAFoST and SAAFoST to strategize.</p> <p>LA suggested having a webinar with the IFT student organization on how they run and get ideas from them.</p> <p>How to support and grow MySAAFoST was discussed in length, but currently the situation was that people needed to come volunteer to do the work and help build MySAAFoST, even if it were only 2 or 3 people from each branch.</p>		
8	FINANCES OF THE ASSOCIATION	JM	
	<p>JM advised that during his two years as Treasurer he had made no decisions wrt to the investment portfolio. He did however mention that Warren had suggested getting out of the property equity.</p> <p>JM advised the as President he could not longer be Treasurer, therefore a new Treasurer would need to be appointed. He requested that Council members put down some names of people who could potential be a Treasurer, so that a short list could be drawn up and a decision could be made. This decision needed to take place before the next meeting.</p> <p>JM presents a slideshow on finances and points out the following:</p> <ul style="list-style-type: none"> • The 2019 Budget was for an income of R2 million, expenses were R2.4 million with a shortfall of R400 000.00 • Shortfalls are budgeted for every 2nd year due to the Congress monies that are incoming for the year after the Congress. This is due to the final collection and payments of monies and the Congress is audited separately to SAAFoST. • At the end of September 2019, the income was R1.821 million and the expenses were R1.960 million with a shortfall of to R139 000.00. This is due to the fact that a shortfall is budgeted for and monies are allocated to projects that don't utilize 		

their full budget.

- Major expenses are:
 - 3 staff members' salaries -
 - SAAFoST Foundation – donated R400 000.00. David Watson had requested a yearly donation of R600 000.00. JM mentioned that it was discussed at Exco that R500 000.00 would be reasonable, but Council had to discuss and agree.

It was discussed by Council and all agreed to the donation of R500 000.00.

- Turners Secretariat
- FST magazine - It cost +- R400 000.00 to run the magazine, however TF does get advertising.
- Travel for Council members.
- Major investments accounts:
 - ABSA Current Account (R169 147.00) which Turners use and control. No one at SAAFoST has access to this account. Turners have requested that any monies paid out, require two approvals. It must be discussed as to how this would be setup. Current account is used to run the day to day expenses.
 - Nedbank Investment account -R780 000
 - Old Mutual Investment account – R3 915 675
 - FNB Money Market – R663 668
 - Congress Dep Loan – R140 000
- In conclusion:
 - Income and expenses at 9 months of year was on track
 - All investments have increased slightly over the period end August to end of October 2019 – only 1 month reported.
 - Reduction in FNB Money Market due to cash outflows for running expenses.
 - SAAFoST is an exceptional point financial.

JM advised that a decision should be made with regards to the R1.6 million that was profit from Congress 2019 be invested.

IB suggested that Turners be the Treasurer as they have the figures and knowledge.

LA suggested if this was the decision then it would be necessary to have an Investment Committee to advise Turners.

JM advised whoever was Treasurer needed to correspond with Warren (Nedbank) and report at the Council meetings and make recommendation, which would then be accepted or rejected by Council.

IW suggests that the Treasurer should be within the Council firstly and if no one took the position then names should be recommended of a committed SAAFoST member. It needed to be someone who had an accounting background and knowledge of the markets.

All agreed to IW suggestion.

	<p>RDK mentions that the Budget also needed to be drafted.</p> <p>JM responded that he had drafted the 2020 budget and it was not a difficult task.</p> <p>LA advised that the Budget was approved by Council</p> <p>JM requested if any Council members wanted to take on the role of Treasurer.</p> <p>LA advised that if there was no one else who wanted to take on the role of Treasurer she would take on this role.</p> <p>JM thanked LA and requested that everyone give it thought, and send through names to within the next week, he would circulate the names so that a decision could be made.</p>		
9	MEMBERSHIP		
	Membership Update (Document 3a – 3f)	IB	
	<p>IB highlighted the following points on the Membership Officer’s Documents that were circulated to Council prior to the meeting:</p> <ul style="list-style-type: none"> • In August 2019, 356 members were suspended compared to over 500 in 2018. Out of the 356, 230 were students. • There should be an increase of at least 300 members from student to paying each year, but this is not the case. <p>Webinars</p> <p>IB reported that Compulsory Specifications for Process Meat Products webinar that was being presented by Meisie Katz from NRCS already had 118 people booked.</p> <p>IB mentioned that Council should look at her report to see her suggestions on Webinars and give ideas.</p> <p>All webinars would be placed on the SAAFoST webpage but only SAAFoST Members would have access to them.</p> <p>There would be paying Webinars in the future as well.</p> <p>IB continues to highlight points on her report:</p> <ul style="list-style-type: none"> • Receives the booking list from Branches and follows up on new membership. • 2020 invoices to go on the New Database. Student will stay on the old database and when they become full members then they will be migrated to the new database. • The Mailchimp was far more detailed and explanations on how to read this was given. <p>IB asked what the point was of having the Members List on the website, as members were going to this list and for their numbers especially for voting as they were new members for the current year, they weren’t on the list.</p> <p>JM would have a meeting with Turners and to see if it was legal to members details on the website.</p>		
10	SAAFoST FOUNDATION – UPDATE	IB	
	<p>IB gave an update:</p> <ul style="list-style-type: none"> • Msizi Nhlabathi – first year student at UP stopped studying, R17 500.00 was paid to the University. No one was able to reach him to find out why he had stopped studying, so the Foundation had decided to write off the money. 		

	<ul style="list-style-type: none"> • 15 Matric Bursaries in Criteria were received: <ul style="list-style-type: none"> ○ 12 applications for SUN ○ 2 applications form UP ○ 1 application from UFS • The Foundation had selected 5 students for the Matric Bursaries: <ul style="list-style-type: none"> ○ Courtney Hilderbrandt – SUN ○ Anje Erasmus -SUN ○ Carli Vermeulen -SUN ○ Amie Grier – SUN ○ Lucian Abrahams – SUN • Criteria and nominations forms for the Koepen Memorial, Aubrey Parson Study Grant and Pieter van Twisk Academic Achievement were sent to all 8 Universities. Closing date was 15 February 2020. • Updating of SAAFoST forms and documents on the website will be updated in the New Year. 		
11	INTERNATIONAL RELATIONS / LIASON	LA/GS	
	<p>IUFoST</p> <p>LA reported back as follows:</p> <ul style="list-style-type: none"> • IUFoST was continuing to spiral downwards • The Board suspended the President and had elected an Acting President, who was not elected correctly. • When the President realized that the Board had sent a letter to adhering bodies, abusing the contents of LA's letter of resignation as President Elect and those of the other 15 or 16 persons who had resigned , saying that they had resigned as they had problems with the President, the President denied this • The President then sent a letter to claiming that she was still President. • In October 2019, LA drafted a letter that JM supported, and sent it to IUFoST informing them that SAAFoST was resigning as a member with immediate effect. • It was sent to all Adhering Bodies so that they knew of SAAFoST's decision and why SAAFoST no longer wished to be part of IUFoST. • It was also mentioned in the letter, that SAAFoST would monitor the situation and if IUFoST returned to proper governance, SAAFoST would re-evaluate its decision. • The Adhering Bodies of America(IFT) and the United Kingdom (IFST) also resigned. Australia resigned 3 or 4 years ago as they did not receive any information on financial matters due to bad governance that has prevailed for many years. The resignation of the Australian AB was never communicated to other ABs by IUFoST at the time. . • The 3 Adhering Bodies that resigned had decided to collaborate on projects that they could find funding for that would be of interest to the 3 ABs, with a potential focus on developing countries. 	LA	

	<ul style="list-style-type: none"> • There was a meeting setup for the following week, between LA (SAAFoST), Jon Poole from IFST, UK and Christie Tarantino-Dean from IFT. Jon had prepared an agenda for the meeting. . • LA would give feedback on this meeting. <p>IFT</p> <p>GS reported that not much had happened since the last meeting.</p> <p>JM suggested sending some Students or members to the IFT Congress 2020 and requested that members give some thought to this.</p> <p>LA advised that it was decided at a previous Council meeting on the amount that would be funded, and it could not go beyond that amount, without Council review..</p>	GS	
12	CONGRESS AND EVENTS		
	<p>ICD 2020 – 15 – 18 September 2020</p> <p>OJF reported that SAAFoST was involved with ADSA and when they have their Congresses, SAAFoST usually did a session. SAAFoST has a session at ICD 2020 and that someone needed to take over ownership of this.</p> <p>OJF would send the details to JM and he would email Nigel Sunley. ICD 2020 were requesting Titles and Names for the SAAFoST session.</p> <p>Congress 2021</p> <p>JM advised that MJ was the Chair of the LOC 2021 Congress.</p> <p>MJ updated as follows:</p> <ul style="list-style-type: none"> • Herself and JM had many discussion wrt to the running of the Congress, getting people involved and giving them portfolios. • Turners would be contracted to do the 2021 Congress • Venues were currently be sourced; Gill had indicated that ICC Durban was willing to give a discounted rate. They had the space for Exhibitors, which always seemed to be a problem. • Wants to include an angle that is directed to entrepreneurship. • The LOC was still brainstorming a theme for 2021, but it would include entrepreneurship. <p>JM advised that SAAFoST had to re-think around the Congresses. Get a small group of people together that were consistent with each Congress so that the knowledge was carried over from one Congress to the other. A feedback session in early February 2020 with Council, Exhibitors Academia and Janet Taylor to get input and to formulate how we should be going forward.</p> <p>JM requested that Council give it some thought and email him with suggestions.</p> <p>RDK wanted to know if Turners gave any feedback.</p> <p>JM replied that a survey had gone out, and he would request from Catherine that the feedback report be sent.</p> <p>IW responded that the Congress Committee had received the feedback report and would liaise with David Watson and then give feedback to Council.</p> <p>Nigeria Food Science and Technology Congress – October 2020</p>	OJF MJ	

	<p>OJF advised that the Nigeria Food Science and Technology Congress was taking place in October 2020 and they were wanting SAAFoST to take partake in their Congress. SAAFoST had invited a few of their members to our Congress, but two had cancelled.</p> <p>OJF mentioned that a Notice had gone out with the Items of Interest, but there was no feedback from anyone who wanted to take part.</p> <p>OJF would hand this over to JM.</p>		
13	COMMUNICATIONS – Report from Communications Officer	TB	
	<p>TB goes through his report (Document 4) which was circulated to Council prior to the meeting and reports as follows:</p> <ul style="list-style-type: none"> • Social Media was growing and refers to the graph in his report. Facebook seemed to be the fastest growing media. • The following seemed to be mostly females. • He was analyzing the social media platforms • There was a high engagement on social media in the beginning of September due to the Congress, as more posts were being posted. • The YouTube channel is now activated. We have one video uploaded to the channel (SAAFoST SACNASP webinar). It has 27 views in a period of 2 week • 9 Notices have been designed for the period 04th September to date. We have also created a Notice Template which will be followed every time when we create notices. • TB thank TF for all her work. • Announcement of the new SAAFoST president and branch committees. • New Branch committees are updated on the SAAFoST website. • All IUFOST related information was removed from the SAAFoST website following SAAFoST resignation from IUFOST. 		
14	SAAFoST' s South African Food Science & Technology (FST) Magazine	TF	
	<p>TF report was sent to Council (Doc 5) prior to the meeting. TF reports as follows:</p> <ul style="list-style-type: none"> • No response was received from EBSCO. • FST November 2019 issue was posted to members • Articles for April 2020 where been commissioned. • Three advertisers have committed to advertising for the April 2020 issue. • The Cape Vice Chair, EP has undertaken to supply information and photos about MySAAFost for the April Issue. • 2018 members who had not paid their 2019 SAAFoST membership fees, will be suspended from reading the FST magazine online. • IFIS Publishing and FSTA - IFIS Publishing has been in touch in terms of continuing to index FST magazine. <p>TF mentioned that Food Focus have bought Food and Beverage magazine, and this would have an impact on advertising.</p> <p>GS suggested that SAAFoST engage with them as they aren't competition and was not depended on advertising.</p>		

	JM advised that he and TF would discuss the issue in depth, formulate a response and report to Council at the next meeting All agreed.		
15	FOOD ADVISORY CONSUMER SERVICE (FACS)	OJF	
	OJF reported as follows: <ul style="list-style-type: none"> FACS is a Consumer-friendly website, which was jointly administered by SAAFoST, ADSA, NSSA and Department of Health, who have little input. All authors of FACS 2019 would be invited as guests to the Custodian breakfast in their area as FACS guests and will be introduced as guests and thanked for their voluntary contributions. TB has joined the FACS committee 		
16	REGULATIONS		
	No update.		
17	SAAFoST MAJOR OBJECTIVES 2020	ALL	
	JM summarized what the major objectives were for 2020 / 2021: <ul style="list-style-type: none"> Governance – Constitution, By-Laws and Polices. Do we invite Juliette le Roux from Eastern Cape and Ryk Lues from Bloemfontein to Council as a member or by invitation? JM asked Council members to give thought to this and it could be discussed at the next Council meeting. Staff Changes – develop the Staff that SAAFoST currently has, in terms of Courses and up scaling their skills etc. A notice will be going out for a new ED. International Relationships Marketing SAAFoST better, i.e. review the Custodian and membership value proposition. Who should co-ordinate the marketing and who the focus should be on? So that there is a greater awareness of SAAFoST. CPD points Exco – JM advised that he had requested that GS rejoin Exco for continuity, there were two new members and OJF was leaving. The organization was growing, and better structures needed to be in place. 		
18	BRANCH, ED & MDO REPORTS		
	All reports were circulated prior to the meeting. ED Report OJF advised that the report was circulated and nothing new that wasn't already discussed, except for the below: <ul style="list-style-type: none"> Food Evolution the Movie – emails were sent to the Branch Chairs for them to motivate if they wanted the movie for their branches. Scams with regards to events was coming out on a regular basis and many times Nigel Sunley's name was being used. 	OJF	

<p>JM responded that it was on the SAAFoST' s website several emails had gone out to members.</p> <p>Cape Branch – Doc 7b</p> <p>LRR reported that new members had joined the CB Committee</p> <ul style="list-style-type: none"> • 2 Events had taken place, on 01st August 2019 – CB AGM and Salt are now taboo talk and a very successful Quiz evening on the 05 November 2019 • EP reports that MySAAFoST had 3 events. <ul style="list-style-type: none"> ○ 20 September 2019 - Love Sandwich Drive at Weber Gedenk NGK Primary School (Jamestown, Stellenbosch). Coordinated by SU Food Science students. Sandwiches made and delivered to 250 school children during break time. Children thoroughly enjoyed student visit. ○ 9 October 2019 - Stellenbosch Night Shelter Dinner Drive (Stellenbosch). SU Food Science students served pasta to the homeless. 100 citizens fed with sponsored food items. Students found experience rewarding and looked forward to future drives in 2020. ○ 18 October 2019 - Kick-start your career! Joint event with MySAAFoST and FSSA (Food Science Department, Stellenbosch University). Presented by Industrial Psychologists, Dirk Pretorius and Aileen Klette (Psychor Inc.) 60 min presentation on CV writing, first interviews and the role of social media in the recruitment process. Other topics included psychometric screening and the relevance organisational fit during the selection process. Highly engaged audience, speakers spent time working through real world examples. Attended by 40 students on the Friday afternoon, a higher turnout expected should the event be held during the week. <p>LRR reported that they had 6 events planned for 2020 and that the new Committee had a workshop in order to see what the purpose of everyone's role was and what they wanted to achieve during the next two years. Two of the objectives was to grow the membership base as well as engage with more members and to have interesting topics for events.</p> <p>KZN Branch –</p> <p>MJ reported that KZN had a new Committee and reported as follows:</p> <ul style="list-style-type: none"> • DUT had a Food launch which was sponsored by SAAFoST. The quality of the presentations was impressive. • The calendar for 2020 was finalized • Congress 2021 was going to be the priority for 2020. <p>Northern Branch – Doc 7a</p> <p>DG reported as follows:</p> <ul style="list-style-type: none"> • The new Committee consisted of a lot of younger members. • 4 events were hosted since August 2019 • 2 events were upcoming before the end of 2019 <p>Eastern Cape</p> <p>No feedback from the Eastern Cape</p>	<p>LRR</p> <p>EP</p> <p>MJ</p> <p>DG</p>	
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19	SACNASP	GB	
	<p>GB reported as follows:</p> <ul style="list-style-type: none"> • The Department of Science Innovation was online. • They had a chance to meet with the Chair of the Department of Higher Education Science and Technology and CEO's and all meet together. • Deputy Minister stepping in and handling a lot of the old Science and Technology groups under his portfolio. There has been a lot of engagement with Higher Education so that all the models line up. • The Role that professional bodies is going to be looked at is playing a role. • The new qualification system is going paperless and online, you tick a box and 7 categories as to where you should be. • The current council was still in place and an extension was given, no formal notice was given as to whether one would be staying or not. Nominations had gone out so it could be soon. Some had already served two terms so could not serve again. • She would still remain as part of the Registration committee • The would be continued communication with the VA's . • The office of SACNASP is administrative to populate Council and VA's. It's one's peers who decide on registration and CPDs. • SAAFoST was more involved and early in 2020 she would call on a meeting to continue the discussions that SACNASP and SAAFoST started • The Science Forum would be taking place in the 1st week in December 2019 at CSIR, hosted by Department of Science and Innovations. It was free event; however, one would need to register. • The NSF would be having the AGM on 15th November 2020 and there would be a discussion forum thereafter. She would share the details. 		
20	ADDITIONAL ITEMS & GENERAL	ALL	
	<p>EB suggested meetings be rotated to different venues at least once a year.</p> <p>JM requested that EB put a proposal together.</p> <p>GS commented that the venue needed to be close to the Airport.</p>		
21	DATE OF NEXT COUNCIL MEETING & SEBSEQUENT MEETINGS	JM	
	<p>The next meetings will take place as follows:</p> <p>Exco Meeting: 11th March 2020 at City Lodge OR Tambo from 14h00 – 18h00</p> <p>Council Meeting: 12th March 2020 at City Lodge OR Tambo from 09h00 – 15h30</p> <p>Exco Meeting – 10th June 2020 at City Lodge OR Tambo from 14h00 – 18h00</p> <p>Council Meeting – 11th June 2020 at City Lodge OR Tambo from 09h00 – 15h30</p>		
	<p>James thanked all for attending the meeting.</p> <p>The meeting closed at 15h12</p>		