

The South African Association for Food
Science and Technology



6 September 2015

| SAAFoST COUNCIL MEETING MINUTES | | | |
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| Minutes of the SAAFoST Council meeting held at the Maharani Hotel, Durban on Sunday 6 th September 2015 at 13h00. | | | |
| MEMBERS PRESENT | | | |
| Ryan Ponquett | President | Kerry Ingredients & Flavours | RP |
| Amanda Minnaar | President-Elect | Dept. Food Science, U.P. | AM |
| Gunnar Sigge | Immediate Past-President Chair: Cape Branch | Dept. Food Science, SU | GS |
| Rosie Maguire | Treasurer | In Essence | RM |
| Jacques van den Berg | Cape Branch Representative | Appletiser SA | JvdB |
| Grant Momplé | Cape Branch Representative | Doehler SA. | GM |
| James McLean | KZN Branch Chair | Hilltop | JM |
| Russell Hove | KZN Vice- Chair | Pakco | RH |
| Naushad Emmambux | N Branch Representative | | NE |
| Nigel Sunley | IUFoST Liaison | Sunley Consulting | NS |
| Owen Frisby | Executive Director | SAAFoST | OJF |
| Dudley Randall | National Secretary | Turners Conferences | DR |
| APOLOGIES | | | |
| Jannie van Aswegen | Vice President Chair: Northern Branch | Retired / Novozymes | JvA |
| Ryk Lues | Vice President | Central University of Technology: Free State | RL |
| BY INVITATION | | | |
| Irene Burke | Membership Development Officer | SAAFoST | x |
| Tricia Fitchet | Editor: FST | SAAFoST | x |

| No | Item | Action | Date |
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| 1 | WELCOME AND APOLOGIES | | |
| 1.1 | President Ryan Ponquett welcomed Council members to the meeting. | | |
| 1.2 | The apologies of, JvA, and RL were recorded. | | |
| 2 | READING AND CONFIRMATION OF THE AGENDA AND ADDITIONAL ITEMS | | |
| 2.1 | The notice and agenda had been circulated and received. | | |
| 2.2 | Vote: IUFoST Early Career Scientists. RM | | |

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| 2.3 | Moving the World – Ultra Processing. AM | | |
| 2.4 | FACS appointment of a new Chairperson and approval of the budget. OJF | | |
| 2.5 | Update on government regulations. NS. | | |
| 3 | READING & CONFIRMATION OF MINUTES:APPENDIX A | | |
| 3.1 | The minutes of the meeting of 25 th June 2015 were distributed to the Council Members. | | |
| 3.2 | The minutes were approved by OJF and seconded by JvdB. | | |
| 4 | MATTERS ARISING FROM PREVIOUS MINUTES | | |
| 4.1 | Increase in Custodian fees. Rosie to address this in her finance report. | RM | 25 June |
| 4.2 | Lizette did not have enough time to prepare the, “SAAFoST Marketing” presentation. Ongoing. | LdF | |
| 4.3 | Value Prospectus never got to print due to the short timeline. | TF | |
| 4.4 | AM will ask Mr. Minnaar to review documents. | AM | |
| 4.5 | Branches are each to identify young person for social media. Ongoing. Hanita Swanepoel is to be asked to spearhead this project. | All | |
| 4.6 | Meeting with Janusz Luterek to discuss and addressing constitutional matters. Ongoing. | OJF RP RL | |
| 4.7 | BDO change of constitution wording for SARS purposes. Ongoing. | DR OJF | |
| 5 | MOTIONS & PRESENTATIONS & Document Signing. | | |
| 5.1 | A note of condolence is to be sent to Caroline Raffray’s family. | OJF?? | |
| 6 | FINANCES OF THE ASSOCIATION: APPENDIX B | | |
| 6.1 | The Treasurer’s report has been circulated to all Council Members. | RM | |
| 6.2 | Current investments stand at R3, 106,046 | | |
| 6.3 | The additional R750, 000 (surplus from Congress 2013) has been invested | RM | |
| 6.4 | Bank Accounts Balances as at 31st August 2015 ABSA 92058200197 R106.626 Nedbank R1,071,300 | RM | |
| 6.5 | There are sufficient funds in the bank accounts to meet SAAFoST’s day to day expenses. These should cover costs until the 2016 membership fees are invoiced in November. | RM | |
| 6.6 | RM proposed that R 300 000.00 be donated from the Nedbank account to the Foundation capital account. Seconded by AM and approved by Council. Council was confident that David Watson would ensure that only deserving and suitably qualified candidates are supported from Foundation funds. | RM | |
| 6.6.1 | It was mentioned that the Foundation should not be seen as a finite project in isolation and that other potential deserving project should be looked at as well. | | |
| 6.7.1 | The FST shortfall will be approximately R 150 000 for the next issue. Whilst the magazine has generated a surplus in the past, this has been taken into account already | | |

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| | and should no longer be seen as a buffer against current or future losses. Whilst it is difficult to forecast the losses, if one presumes a deficit of R 100 00 per issue, this will mean a possible R 600 000 shortfall over the next 18 months. | | | | |
| 6.7.2 | An FST advertising person's salary of R 25 500.00 per month needs to be taken into consideration. The appointment of this will be subject to a monthly performance review. | | | | |
| 6.8 | Discussion was taken on the support of the education of students in food science, rather than universities research projects.???? | | | | |
| 6.9 | MEMBERSHIP FEES 2016/2017 | | | | |
| 6.9.1 | The following membership fees were proposed by RM and seconded by AM for the 2016 and 2017 period, inclusive of VAT: | | | | |
| | CATEGORY | 2016 % Adjustment | 2016 | 2017 % Adjustment | 2017 |
| | Custodians Members | 6.5% | R 11 900.00 | 5% | R 12 600.00 |
| | Institution Members | 15% | R 2 800.00 | 7.4% | R 3 000.00 |
| | Professional Members | 7.2% | R 550.00 | 7.3% | R 590.00 |
| | Post Graduate Members | 6% | R 200.00 | 0% | R 200.00 |
| | Students | 0% | Free | 0% | Free |
| | Consultants | 7.69% | R 798.00 | | To be reviewed |
| 6.9.2 | Turners are to ensure that VAT on membership fees is qualified at 14% and subject to change in the event that the government adjusts the rate. | | | | |
| 6.9.3 | An optional R 2 000.00 donation from Custodians with their membership fee invoice was discussed. | | | | |
| 6.9.4 | A discount of 15% was mentioned for employees of Custodians who become individual members in their own right. | | | | |
| 6.10 | BUDGET | | | | |
| 6.10.1 | An advertising person for FST must be factored into the budget. | | RM | | |
| 6.10.2 | A marketing type of person with skills for a possible future executive role must be factored into the budget. | | RM | | |
| 6.10.3 | Special projects, administration software and online mobile apps may need to be considered for the budget. | | RM | | |
| 8 | MEMBERSHIP | | | | |
| 8.1 | Membership Update: | | | | |
| 8.1.1 | IB gave an update on Membership. IB to send her report to the Secretariat. | | IB | | |
| 8.2 | Turners membership statistics report had been circulated to Council members electronically prior to the meeting | | DR | | |
| 8.2.1 | Suspended members were removed from current invoices and placed in an archive. | | | | |

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| 8.3 | SAAFoST Council members and Branch Committee members should be encouraged to seek new members at every opportunity. | All | |
| 9 | SAAFoST FOUNDATION | | |
| 9.1 | David Watson will deliver a presentation at the BGM. | | |
| 9.2 | David Watson is to be invited to the next Council meeting, proposed for 29 th October 2015, with sufficient advance notice. | DR | |
| 9.3 | Council decided that The President and Past-President will attend the Foundation's meetings going forward. | AM | |
| 9.4 | The foundation needs to be circumspect about accepting money for organizations that may be looking for a perceived SAAFoST endorsement to promote themselves and their products, without their activities necessarily being condoned by SAAFoST. The name, "Foodsure", was mentioned. | | |
| 10 | INTERNATIONAL RELATIONS | RM | |
| 10.1 | <p>IUFoST STUDENT COMPETITION:</p> <p>SAAFoST needs to consider how South Africa will participate in the student competition taking place in Dublin in 21 -25 August 2016.</p> <p>SAAFoST should have at least 1 or 2 students attend this event which includes topics such as "Sustainability, New Product Development, Fighting Hunger, and Food Safety Without Borders".</p> <p>The incoming Council needs to address this issue and should note that participation is fairly expensive. It should be budgeted for and the NRF should be approached for financial assistance.</p> <p>Perhaps the Foundation should be approached to consider funding assistance with this project.</p> <p>There are no further details available at this stage.</p> | | |
| 10.2 | <p>IUFoST Early Career Scientist Sector:</p> <p>IUFoST want to initiate an Early Career Scientist Sector to engage more young people. SAAFoST as an affiliated organization needs to decide whether to support this initiative or not and cast a vote. A motion in favour was proposed by RM and seconded by RP.</p> | OJF | |
| 1.3 | <p>IFT:</p> <p>GS has been appointed to serve on IFT Scientific Programme committee for 2016/ 2017.</p> | GS | |
| 11 | CONGRESSES & EVENTS | | |
| 11.1 | SAAFoST 2015 Congress. | | |
| 11.1.1 | <p>JM presented an update on the progress of the Congress.</p> <ul style="list-style-type: none"> o 385 registered participants to date though they have not all paid yet. o There are 240 people registered for the banquet and 300 have been catered for. o From a budget perspective, the exhibition has been sold out and the target for sponsorship of just under R 1 million has been achieved. It is however less than R1.5 million which was desired. o There will be a photo booth available at Congress. | JM | |

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| | o 2 speakers have pulled out so sessions extended to accommodate this. | | |
| 11.1.2 | The arrangements seem to be on track. JM expressed his thanks to Turners for all their efforts to date. | | |
| 12 | PUBLICATIONS AND MEDIA | OJF GS TF | |
| 12.1 | SAAFoST's South African Food Science & Technology (FST) | | |
| 12.1.1 | TF reported on the state of FST to the meeting. | TF | |
| 12.1.2 | TF was confirmed as supervisor of the proposed future advertising sales person. Proposed by AM and seconded by GS. | | |
| 12.1.3 | Article author's names are to be sent to GS. | TF | |
| 12.1.4 | World Food Science of IU FoST is to be approached by Rosie for use in the FST. | RM | |
| 12.1.4 | EFFOST, the European Association could be approached for articles. NS and RM are attending a meeting in Athens in November and will raise this matter. | RM NS | |
| 12.2 | IFT | | |
| 12.1.4 | GS advised that SAAFoST have re-signed their MOA with IFT relating to the exchange of articles for FST. GS will send the wording and terms of the memorandum to the secretariat. | GS | |
| 12.1.4.1 | SAAFoST is required to support IFT 16 by publishing a link on the website. GS is to delegate promotional activities to various people. | GS/ DR | |
| 13 | SAAFoST MAJOR OBJECTIVES 2015 | | |
| 13.1 | These matters are to be held over for the Council meeting in October 2015. | | |
| 14 | TASK TEAMS REPORTS | | |
| 14.1 | These matters are to be held over for the Council meeting in October 2015. | | |
| 15 | SAAFoST BGM: | | |
| 15.1 | The Agenda would be changed to include the proposed revised Membership fees in the financial report | RM | |
| 15.1.1 | Bernard Cole and Pieter van Twisk should be mentioned for their contribution as should Ron Timm for looking after the SAAFoST archives. | RP | |
| 15.1.2 | A special mention will be made of Jenny Ricketts of the Cape Branch for her participation and loyalty over some twenty years. | RP | |
| 15.1.3 | A minute's silence is to be held in recognition of the passing of Caroline Raffray. | RP | |
| 15.1.4 | GS, RP and AM's names are to be added to the Presidents gong with the appropriate terms of office. | OJF | |
| 16 | ADDITIONAL ITEMS & GENERAL | | |
| 16.1 | FACS: | | |
| 16.1.1 | Davis Watson has been appointed to succeed Pieter van Twist as the Chairperson of FACS. | | |
| 16.2 | Billing Software: | | |

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| 16.2.1 | GS is to approach IFT to find out if they would consider sharing their software so that SAAFoST can be flexible in their billing options. | GS | |
| 16.3 | Mobile Device App: | | |
| 16.3.1 | DR suggested that the development of a Mobile Application for SAAFoST should be considered to enable interested people to download either iOS or Android versions on to their mobile devices. The objective is that interested people and Members would have access to all the latest developments in SAAFoST in real time. NE was asked to investigate possible development strategies, content and options. | NE | |
| 16.4 | Council Composition | | |
| 16.4.1 | GS suggested that in keeping with the membership statistics, three representatives for Council should be elected from the Cape Branch, three from the Northern Branch and two from KZN. | | |
| 16.4.2 | Racial demographics and young people should also be borne in mind. | | |
| 16.4.3 | Hanita Swanepoel is to be coopted onto Council for the development of young people. | | |
| 16.4.4 | NS indicated that he would be available to serve on Council if he were requested to do so. | | |
| 16.4.5 | Council Members would include the President, Past President, Vice President, President Elect, Branch Representatives, the Executive Director, the Treasurer, the Membership Officer, the Editor of FST, and others who Council may decide to coopt from time to time. | | |
| 16.4.6 | The Branches must confirm and advise who their representatives will be before the next Council meeting in October. | | |
| 17 | My SAAFoST – a Congress session for young FS&T's | | |
| 17.1 | My SAAFoST was directed at young people who have been working in the industry and who should join the organization. | AM | |
| 17.2 | Nine individuals throughout the industry have been identified. Hanita Swanepoel has helped to contact these people. | | |
| 17.3 | The two hour session including lunch consists of three facilitators, a short introductory presentation of "Who We Are" and "What Will Give SAAFoST Wings". Discussion will be invited and encouraged rather than it being SAAFoST structured and predetermined programme. A Survey Monkey questionnaire will be distributed after the Congress. AM thanked GS for his contribution and responses. | | |
| 18 | Update of Government Regulations | | |
| 18.1 | NS and OJF attended FLAG two weeks ago. They have not yet appointed a Director of Food Control. They don't appear to know what is going on with some of the regulations and there have been no moves towards establishing working groups. | NS | |
| 18.2 | Can we get some capacity into the big metros to address food related complaints. | | |
| 18.3 | Some good progress has been made in the agricultural sector. | | |
| 18.4 | A SAAFoST/ADSA/NSSA Delegation is to become more involved and should be among | NS | |

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| | <p>the bodies that will form potential groups working together.</p> <p>NS is to represent SAAFoST in this regard.</p> | | |
| 19 | ULTRA PROCESSING | | |
| 19.1 | <p>AM mentioned that Carlos Monteiro has written an article advocating that people should go back to traditional foods and released statements on ultra-processed food which portrays the food industry negatively.</p> <p>AM feels the food fraternity needs to set the record straight and NS says it is a case of a nutritionist having no understanding food science. Monteiro is influencing the media and the public with incorrect information. GM suggests that SAAFoST approaches processed food from a scientific perspective and not be reactive.</p> <p>The FACS website has links to two excellent articles for consumers on food processing.</p> | AM | |
| 20 | Dreosti Award Candidates | | |
| 20.1 | <p>GS asked on what basis the nominees for the award were selected as some people are over 35 years of age. The committee, in accordance with the rules has the prerogative to screen the candidates and select nominees for awards. This should be looked at for future conferences.</p> | | |
| 21 | Date of Next Council Meeting | | |
| | <p>The next Council meeting was proposed for 29 October 2015, Exco on the 28th October, and the Foundation 30th October. These dates are to be confirmed.</p> | | |
| 22 | RM proposed a vote of thanks to RP for steering the committee during his term of office. | RM | |
| 23 | Council expressed a vote of thanks to JM and his team for organizing the Congress. | | |
| | <p>The meeting ended at 17h00 and Members moved to the visiting speakers cocktail function</p> | | |