

South African Association for Food Science and Technology

SAAFoST BIENNIAL GENERAL MEETING MINUTES

Minutes of the SAAFoST 2021 Biennial General Meeting held via Zoom
on Monday the 20th of September 2021 at 17h00

PRESENT:

53 members and 3 assistants attended as per the attached attendance list.

APOLOGIES

Michael Black	Bernard Cole	Shonisani Ramashia	
Peter Bush	Aubrey Parsons	Gill Slaughter	

No	Item	
1	WELCOME	
1.1	The President, James McLean, welcomed all present to the 2021 SAAFoST BGM.	
2	APOLOGIES	
2.1	Apologies were noted as per the list above.	
3	MINUTES OF PREVIOUS BGM – 2nd September 2019	
3.1	The minutes of the BGM held on the 2 nd September 2019 in Johannesburg were distributed electronically by the Secretariat and were accepted with the following changes: Pg 3 – 6. Treasurers Report Point 6.1 Line 3 and 4 Auditors changed from Williams IDM to BDO. Pg 5 – 12 Elections of President-Elect and Vice-President 12.1 Lines 3 and 5 – Should be Prof Ryk Lues and not Prof Jan Lues	
4	MATTERS ARISING	
4.1	Matters arising from the previous minutes. Rosie Maguire asked with regards to membership in which category the membership growth occurred, as she noted that the Cape Branch report stated, most new members in the Cape were students. Was this a countrywide phenomenon? Whilst it is fabulous that students are finding relevance in the Association, they do not pay fees so a 10% growth in members does not contribute to the increasing expense base.	

	<p>James McLean responded that the bulk of the new members were students and that they were non-paying; thus, no membership fees. With the MySAAFoST initiative, the aim is to make these free students paying members in the future.</p> <p>Rosie Maguire requested that the President please comment on action that was taken on point 14.1, 14.2. and 14.3. of the previous minutes.</p> <p>James McLean responded as follows to the points:</p> <ul style="list-style-type: none"> • Point 14. General 14.1 – a Proposition Statement has been prepared and is being improved upon which will be circulated to members, in particular Custodian members. • Point 14 General 14.2 – this would be discussed later in the meeting under Treasurers Report. • Point 14 General 14.3 – there have been efforts with the Department of Health to reinstate the FLAG meetings as from March 2019 there was little or no contact. Unfortunately, nothing has happened; the Department of Health was not responding. He was not sure who was going to audit the Auditor in Food Safety. 	
5	ACCEPTANCE OF THE MINUTES – 02ND September 2019	
5.1	Proposer: Lucia Anelich Seconded: Susan Featherstone	
6	MOTIONS	
6.1	Nigel Sunley brought a motion of condolence for the death of David Watson.	
	The motion was accepted by: Lucia Anelich The motion was seconded by: Madelein Jansen	
7	PRESIDENTS REPORT	
7.1	The President’s Report was circulated electronically to all members by the Secretariat.	
7.2	<p>The President, James McLean highlighted the following points from his report:</p> <ol style="list-style-type: none"> a) Meetings and lectures done via Zoom and Webinars; thanks to Irene and Tsetse and all who took part. b) Condolences to families of all members who passed during the last two years. A David Watson award to honour his contribution to SAAFoST is in discussion. c) Membership – grew by 10% d) Susan Featherstone took over as CEO. Thanks to Owen Frisby who retired as ED at the end of 2019. e) Janusz Luterek took up the Foundation chair and Gerda Botha at FACS. f) No return to IUFoST in the foreseeable future. g) FST went digital during 2020 h) Thanks to Emma Johnson for building MySAAFoST; Vusi Mshayisa took over the chair. 	

	<p>i) Finances: poor payment during 2020; looks more favourable for 2021. Investments not in good state.</p> <p><u>Questions:</u></p> <p>Nick Stark asked who the young professionals were who attended IFT Congresses during 2020 and 2021. The chair answered: Vusi Mshayisa, Lauren White, Emma Johnson and Manzi Sishi.</p>	
8	BRANCH REPORTS	
8.1	The Cape and Northern Branch reports were circulated prior to the meeting and no questions were asked.	
9	MEMBERSHIP MAGAZINE: SA FOOD SCIENCE AND TECHNOLOGY (FST) EDITORS REPORT	
9.1	Tricia Fitchet, the Editor of FST's Report was circulated prior to meeting and no discussion took place.	
10	FINANCIAL / TREASURER'S REPORT	
10.1	<p>The Treasurer's report was circulated prior to the meeting.</p> <p>Riëtte de Kock, in her capacity as Treasurer, presented the financial report to the meeting (attached as a pdf) comparing 2019; 2020 and YTD 2021.</p> <p>Income decreased quite a bit over the period, and expenses were somewhat lower due to no ED-salary and different ways of working.</p> <p>Membership fees proposal to stay the same for 2021 till 2022.</p> <p>A mandate was requested to consider an increase of membership fees during 2022 of between 3 – 7% from January 2023.</p> <p>Various ideas are needed to increase potential income.</p> <p><u>Questions:</u></p> <p>Rosie Maguire mentioned the 2019 Treasurer's report stated that R5,7mil which did not include the surplus from Congress 2019, was invested; the current report states R4,3mil has been invested. To what extent do the loan for the virtual platform for the 2021 Congress and the decreased membership income contribute to this massive decrease? And what steps are taken to ensure ongoing financial stability and the ability to support the Foundation?</p> <p>The President answered, R1,2 mil was loaned to the LOC for the virtual platform. Since March 2020 – 2021 a 10 – 15% drop in value of shares occurred. These rebounded during October but not to previous levels. Membership payments were at 56% of Budget. Members were not suspended due to the situation. Currently just under 60% fees have been paid.</p> <p>Finances will be monitored on a monthly basis; a value proposition for membership is being drawn up and membership fees are being chased.</p> <p>Council was not asked to approve the loan to the LOC for the virtual platform. Initial capital was always supplied to the LOCs for deposits, albeit at a lower amount.</p>	

	<p>Rosie asked how many Custodian members have resigned; the President answered that three have.</p> <p>Tertius Cilliers asked whether the outstanding membership fees shouldn't be paid in arrears, or will the outstanding amounts be written off? Riëtte answered, it will be handled case by case, but there will probably be some written off.</p> <p>Rosie asked whether a more conservative option was not possible for the Congress virtual site? Riëtte answered, it was a difficult decision to make. In retrospect a more conservative option should have been considered; but it was not possible to know in advance. The President added, the cheapest option and the one that was chosen had only a R300K difference in price.</p> <p>Proposer to accept the Treasurers report: Susan Featherstone; seconded by Deléne Boshoff.</p> <p>The President mentions that BDO are the current auditors. He asks for a proposal to keep BDO as auditors: proposed by Nigel Sunley and seconded by Ron Timm.</p> <p><u>Comments:</u></p> <p>Deléne Boshoff congratulated the Treasurer on presenting a very difficult report; hindsight is always easier.</p> <p>Nick Stark: Council should try to recover arrears with compassion; ask members to pay what they are able to.</p> <p>Rosie Maguire congratulated Irene and Tsetse for organising the webinars.</p>																													
11	MEMBERSHIP FEE INCREASES: 2021 - 2023																													
	<p>The SAAFoST Council proposed the fees for 2022 to remain the same as 2021 and that Council is given the mandate to increase fees by between 3% – 7% for 2023.</p> <p>2021-2022 Fees</p>																													
	<table border="1"> <tr> <td>Custodians Members</td> <td>R 16 000.00</td> <td></td> <td></td> </tr> <tr> <td>Institution Members</td> <td>R 4 200.00</td> <td></td> <td></td> </tr> <tr> <td>Professional Members and Members</td> <td>R 735.00</td> <td></td> <td></td> </tr> <tr> <td>Post Graduate Student Members</td> <td>R 250.00</td> <td></td> <td></td> </tr> <tr> <td>International</td> <td>R 900.00</td> <td></td> <td></td> </tr> <tr> <td>Undergraduate Student Members</td> <td>Free</td> <td></td> <td></td> </tr> <tr> <td>Consultants</td> <td>R 1000.00</td> <td></td> <td></td> </tr> </table>	Custodians Members	R 16 000.00			Institution Members	R 4 200.00			Professional Members and Members	R 735.00			Post Graduate Student Members	R 250.00			International	R 900.00			Undergraduate Student Members	Free			Consultants	R 1000.00			
Custodians Members	R 16 000.00																													
Institution Members	R 4 200.00																													
Professional Members and Members	R 735.00																													
Post Graduate Student Members	R 250.00																													
International	R 900.00																													
Undergraduate Student Members	Free																													
Consultants	R 1000.00																													
11.2	The mandate was accepted by the meeting: proposed by Nigel Sunley and seconded by Louise Maré.																													
12	SAAFoST Foundation Report																													
	<p>Janusz Luterek presented the Foundation report.</p> <p>The Foundation started in 2012, initially solely funded by SAAFoST but now increasingly by industry too. David Watson chaired for 9 years with a further 3 volunteer trustees.</p>																													

	<p>63 Foundation bursary Students have graduated over the years and currently in excess of R1mil/a is paid out in bursaries. Only 1 dropout so far.</p> <p>Due to investment reduction, possibly no new bursaries may be awarded for 2022.</p> <p>Lucia Anelich presented the Foundation financial report. Currently 23 graduates are still being supported through bursaries.</p> <p>Janusz mentioned that it was only realised how much work David had done for the Foundation, once he was gone. Condolences to everyone on his passing. Janusz also thanked Irene for all her hard work.</p> <p><u>Comments:</u></p> <p>Lisa Ronquest-Ross: wonderful to see the student impact from the Foundation – well done!</p> <p>Janusz mentioned, the trustees need to ensure that the income continues and bursaries are awarded, but not to the extend that the available funds are used up, so the Foundation ceases to exist.</p> <p><u>Questions:</u></p> <p>Nick Stark asked how can we get more companies to donate towards money for bursaries for the Foundation. Janusz and Lucia asked that all members should get involved and assist on that.</p>	
13	ELECTION OF PRESIDENT-ELECT AND VICE-PRESIDENT: Outcome	
13.1	<p>Sharon Beeming, representing the Secretariat, announced the office bearers: 2021 – 2023.</p> <p>One nomination was received for President Elect:</p> <p>Professor Riëtte de Kock.</p> <p>The results were as follows as no other nominations were received:</p> <p><u>President Elect:</u> Professor Riëtte de Kock</p> <p>Three nominations were received for Vice President:</p> <p>Prof Gunnar Sigge, Mr Vusi Mshayisa and Prof Arnold Hugo</p> <p>The results of the vote were as follows:</p> <p><u>Vice President:</u> Prof Gunnar Sigge</p> <p>SAAFoST President James McLean congratulated the nominees on their appointments.</p>	
14	GENERAL	
	No items	
15	HANDING OVER OF THE PRESIDENTIAL CHAIN	
15.1	James McLean handed over the Presidential chain to the new President Prof Elna Buys. He thanked all who have contributed to his tenure and making it an enjoyable one.	

15.2	Elna Buys accepted the Presidents Medallion and chain and mentioned how she was struck by the history of that chain and the numerous previous Presidents who as volunteers have run the Association so very professionally. She would like to focus on innovation and collaboration, active participation by larger groups, promoting Science, Technology, Engineering and Mathematics (STEM) as a study option and particularly Food Science and Technology and keeping students and young professionals vested in SAAFoST. She is looking forward to meeting in person again and networking during 2022.	
16	CLOSURE	
	The meeting closed at 18h19	

Attachment I

Attendance: SAAFoST BGM 20th September 2021 - virtual meeting

	Presenters and assistants	Position and/or Company
1	James McLean	President; Hilltop Foods
2	Lucia Anelich	Immediate past President; Anelich Consulting
3	Susan Featherstone	CEO SAAFoST
4	Janusz Luterek	Foundation Chair; Hahn & Hahn
5	Riëtte de Kock	Vice President; University of Pretoria
6	Elna Buys	President Elect; University of Pretoria
i	Sharon Beeming	Turner's Secretariat
ii	Lethisha Harilall	Turner's Secretariat
iii	Justin	Selby's

	Members attending	Company or Institute
7	Oluwafemi Adebo	University of Johannesburg
8	Tsetse Simon Baloyi	SAAFoST
9	Astrid Beyers	Beyers Chocolate
10	Delene Boshoff	PHT Group SA
11	Gerda Botha	Private
12	Irene J Burke	SAAFoST
13	Oluwafemi Caleb	ARC
14	Tertius Cilliers	Synercore
15	Rene Cross	Sunspray
16	Hanli de Beer	North-West University
17	A Du Toit	University of Free State
18	Naushad Emmambux	University of Pretoria
19	Tricia Fitchet	FST Editor
20	Owen Frisby	Private
21	Petri Horn	Merieux NutriSciences
22	Celia Hugo	University of Free State
23	Arnold Hugo	University of Free State
24	Madelein Jansen	Kerry Ingredients

25	Eugenie Kayitesi	University of Pretoria
26	Juliette le Roux	Food Safety Matters
27	Ryk Lues	Central University of Technology
28	Rosie Maguire	In Essence
29	Thandeka Mahlango	Private
30	Marena Manley	Stellenbosch University
31	Louise Mare	3M
32	Andrea Marent-Hegewisch	Hegewisch Consulting
33	Leigh Mccarroll	Leigh
34	Nwabisa Mehlomakulu	University of Pretoria
35	Danielle Moulton	Private
36	Peter Mukwevho	University of Pretoria
37	Arinola Olaonipekun	Private
38	Shanece Ramkisson	University of Pretoria
39	Jennifer Ricketts	Mane - Deli Spices
40	Lisa Ronquest-Ross	Mane
41	Kabelo Sekuba	Private
42	Storm Shanley	Tate & Lyle
43	Gunnar Sigge	Stellenbosch University
44	Nick Starke	Private
45	Christine Stott	LabChem
46	Nigel Sunley	Sunley Consulting
47	Morongwa Themba	Nampak
48	Ron Timm	Private
49	Daleen Van der Merwe	North-West University
50	Johanna van Jaarsveld	SABS
51	Lauren White	Pick 'n Pay
52	Ingrid Woodrow	IMCD
53	Vusi Mshayisa	Cape Peninsular University of Technology

Attachment II

Income & expenditure 2019/20/21YTD

Description	2019	2020	2021
Membership fees	1 243 942	741 840	812 796
FST Income - Advertising Income	102 740	123 410	39 240
Other income	1 815 328	62 132	54 000
Branch Income	88 844	6 391	-
INCOME BEFORE INTEREST	3 250 854	933 773	906 036
Interest Income	270 733	336 293	339 499
TOTAL INCOME	3 521 587	1 270 066	1 245 535
Operational & General Expenses	1 110 996	875 616	439 426
Staff	1 323 433	851 605	795 257
Bursaries, Grants and Awards	480 869	5 600	800
TOTAL EXPENSES	2 915 298	1 732 821	1 235 483
NET SURPLUS/(LOSS)	606 289	- 462 755	10 052