



9th AGM of the South African Wetland Society

Wednesday, 28th October 2020

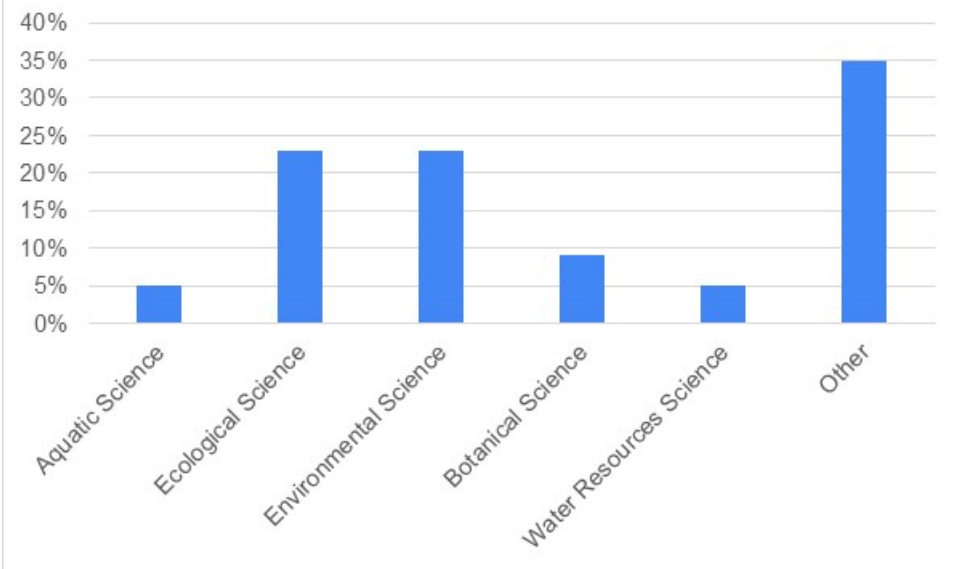
Online Virtual Platform

No.	Item	Action
1	<p>Welcome</p> <ul style="list-style-type: none"> Lulu van Rooyen (LvR) welcomed everyone to the 9th AGM of the South African Wetland Society. She discussed the logistics of this AGM, which will take place as a 'deconstructed meeting', where the AGM will be presented in sections throughout the day. 	
2	<p>Attendance Register</p> <ul style="list-style-type: none"> Attendance was noted by the Virtual Platform logistics team (see Appendix 1). 	
3	<p>Apologies</p> <ul style="list-style-type: none"> No apologies were noted. 	
4	<p>Minutes of the Previous Meeting</p> <ul style="list-style-type: none"> There were no matters arising from the previous minutes (8th AGM). Shaddai Daniel proposed that the minutes be accepted; seconded by Kathy Taggart. 	
5	<p>Additions to the Agenda</p> <p>No additions to the Agenda were made</p>	
6	<p>Chair's Annual Report</p> <p>The Working Groups and the Trustees responsible for these WGs were introduced.</p> <p>Administration and communication</p> <ul style="list-style-type: none"> NPO status: still being processed. S18A and PBO status: submitted to SARS and await feedback. Membership: 198 (due to lower 2019 NWI attendance). Financial administration: SAWS now houses a number of different Provincial Forums accounts. Membership fees: from 2020 this includes SWS membership, which will be calculated at the exchange rate of 1 March annually. LvR encouraged membership. <p>Information portals</p> <ul style="list-style-type: none"> New SAWS-only Facebook page. The Wetland Portal website has been closed. The SAWS website has been migrated to a new tailored for members website. Non-members can view and browse a selection of info on the above website (but if you are a member you get access to a wealth of info). A SAWS YouTube channel for videos and training was created. <p>2020 focus areas and main outputs:</p>	

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	<ul style="list-style-type: none"> • SACNASP candidate mentoring programme: this pilot program for 15 months supported 3 mentees and mentors, and funds the mentees to do a small project and attend training. • Inventory of Wetland Assessment Tools: updated regularly. • Competence required of a wetland assessment practitioner: wetland science is a new field in SA which draws from several different disciplines; first draft produced with input from practitioners and DWS and DEFF (doc will be available on website soon). • Training database: working towards understanding what SAWS' role is and how we can contribute and facilitate; Lulu encouraged people/organisations to contact SAWS; CPD points facility through SAWS. • EIA Screening Tool commentary: concerns around use of the tool and navigating gazette requirements; the potential for EAPs to "miss" wetlands; SACNASP registration in the 'Aquatic Science' field. • SACNASP wetland sub-field of practice: there is currently no FoP with SACNASP at the moment as the field is difficult to regulate; a new suggestion is to become a sub-field. Members were asked to vote whether or not SAWS should pursue the creation of a wetland science sub-field of practice with SACNASP via the poll function on the platform. • Signed an MoU with SWS. <p>Adoption of the Chairperson report Adoption: Kathy Taggart; Seconded by Nico Snyman.</p>	
7	<p>Presentation of the Annual Financial Report Financial adaptation:</p> <ul style="list-style-type: none"> • Major challenges for the past 2 years, including: <ul style="list-style-type: none"> ○ Banking theft via a phishing scam. ○ NWI 2019 loss. ○ Our bookkeeper retiring, and finding a replacement. ○ Issues with auditing due to SAWS hosting Forum funds. • Ways to address these challenges: <ul style="list-style-type: none"> ○ Three-way verbal and written consent on all banking activities. ○ Stricter oversight of NWI processes. ○ Separate bank account for Forums (which don't need to be audited). ○ More control over finances. ○ Better budgeting to ensure we budget for auditing and bookkeeper expenditures. 	Lulu van Rooyen, Marc de Fontaine

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	<p>South African Wetland Society NPO Unaudited Financial Report for the year ended 29 February 2020</p> <p>Statement of Comprehensive Income</p> <table border="1"> <thead> <tr> <th>Figures in Rand</th> <th>Note(s)</th> <th>2020</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td colspan="4">Revenue</td> </tr> <tr> <td>Membership fees received</td> <td></td> <td>13 750</td> <td>48 250</td> </tr> <tr> <td>Donations received</td> <td></td> <td>79 800</td> <td>15 600</td> </tr> <tr> <td>Sponsorships received</td> <td></td> <td>11 865</td> <td>27 380</td> </tr> <tr> <td></td> <td>4</td> <td>105 415</td> <td>91 230</td> </tr> <tr> <td colspan="4">Other income</td> </tr> <tr> <td>Interest received</td> <td></td> <td>9 942</td> <td>2 493</td> </tr> <tr> <td colspan="4">Operating expenses</td> </tr> <tr> <td>Auditors remuneration</td> <td>6</td> <td>(18 818)</td> <td>(14 365)</td> </tr> <tr> <td>Bank charges</td> <td></td> <td>(254)</td> <td>(3 660)</td> </tr> <tr> <td>Conference expenses</td> <td></td> <td>(171 331)</td> <td>(23 064)</td> </tr> <tr> <td>Loss on fraud</td> <td></td> <td>39 873</td> <td>(37 903)</td> </tr> <tr> <td>Postage and courier</td> <td></td> <td>(99)</td> <td>-</td> </tr> <tr> <td>Refreshments</td> <td></td> <td>-</td> <td>(704)</td> </tr> <tr> <td>Sponsorships</td> <td></td> <td>-</td> <td>(5 380)</td> </tr> <tr> <td>Travel - local</td> <td></td> <td>(4 305)</td> <td>(16 354)</td> </tr> <tr> <td>Website hosting</td> <td></td> <td>-</td> <td>(1 438)</td> </tr> <tr> <td></td> <td></td> <td>(154 934)</td> <td>(102 868)</td> </tr> <tr> <td>Loss for the year</td> <td></td> <td>(39 577)</td> <td>(9 145)</td> </tr> <tr> <td>Other comprehensive income</td> <td></td> <td>-</td> <td>-</td> </tr> <tr> <td>Total comprehensive loss for the year</td> <td></td> <td>(39 577)</td> <td>(9 145)</td> </tr> </tbody> </table> <p>Adoption of the Annual Financial Report The Annual Financial Report was adopted by Piet-Louis Grundling. Seconded by Ian Bredin.</p>	Figures in Rand	Note(s)	2020	2019	Revenue				Membership fees received		13 750	48 250	Donations received		79 800	15 600	Sponsorships received		11 865	27 380		4	105 415	91 230	Other income				Interest received		9 942	2 493	Operating expenses				Auditors remuneration	6	(18 818)	(14 365)	Bank charges		(254)	(3 660)	Conference expenses		(171 331)	(23 064)	Loss on fraud		39 873	(37 903)	Postage and courier		(99)	-	Refreshments		-	(704)	Sponsorships		-	(5 380)	Travel - local		(4 305)	(16 354)	Website hosting		-	(1 438)			(154 934)	(102 868)	Loss for the year		(39 577)	(9 145)	Other comprehensive income		-	-	Total comprehensive loss for the year		(39 577)	(9 145)	
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8	<p>Moving Forward</p> <ul style="list-style-type: none"> Improving and aligning the Board structures we currently have. Finalising SAWS' NPO and PBO status. Intensify our focus on training, mentorship and capacity development. Working with SACNASP to secure the relationship. Growing our membership base. 																																																																																									
9	<p>New Board announcement The new Board for 2021-2022 was announced:</p> <ul style="list-style-type: none"> Alanna Rebelo Donovan Kotze Kate Snaddon Kathy Taggart Lulu van Rooyen Marc de Fontaine Shaddai Daniel-Harris Kim Porteous Shaun McNamara Khangwelo Mutshetsho 																																																																																									
10	<p>Q&A: <u>Question around the SACNASP sub-field and the need for a sub-field:</u> Q: Is there a Field of Practice that will have wetlands as sub-field? A: It will be across a variety of current FoPs based on what the members are registered with SACNASP</p> <p>Q: Do you need to reregister? A: No. You just need to add the sub-field with SACNASP. SAWS and SACNASP will be ironing out the details.</p>	Lulu van Rooyen; Kathy Taggart																																																																																								

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	<p><u>Training:</u> Q: How can we involve various sectors of society? A: We endeavour to grow our membership base by trying to understand the need of those in our community.</p> <p>Q: Is there a way to force decision makers to attend wetland delineation courses? A: No, not at the moment. This goes hand-in-hand with the issue of not having a registered Field of Practice with SACNASP, and we (the SAWS) don't have the capacity to regulate our community – it needs to happen through a body such as SACNASP.</p> <p>Q: Would SAWS be able to create a course that fills in the gaps? A: The Society does not have capacity at the moment. The Society can provide and create platforms; facilitate the development of training; and endorse with CPD points. But we need partners to develop such courses, such as the Rhodes and WETREST courses. Courses are advertised on the SAWS Facebook and mailing list. There is still scope for more courses. Through the SWS Africa Chapter, regional wetland training is being looked at for 2021.</p> <p><u>Financial:</u> Q: How did the loss through fraud happen? A: The SAWS Secretary's email account was hacked, and payments unduly authorised. We will avoid this in the future by making use of three-way communication between the Chair, Vice Chair and Secretary over both email and WhatsApp.</p> <p>Q: Why are so much money spent on auditors? A: This will be investigated, and market related quotes obtained in 2021.</p>	<p>Lulu van Rooyen; Marc de Fontaine</p>
11	<p>Summary</p> <ul style="list-style-type: none"> • The new Board Members were congratulated. • Two Trustees have resigned. LvR thanked Philip Frenzel and Adam Teixeira-Leite for their service. • MONDI ad SACNASP were thanked for their sponsorship of the wetland celebration day. • Savage & Strong was thanked for ensuring the smooth execution of the technical aspects of the Indaba. 	
12	<p>Poll results: Are you currently registered with SACNASP? Yes: 53%; No: 47%</p> <p>I am currently registered in the following FoP's:</p>	

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	 <p data-bbox="193 801 735 943">Do you support a Wetland Sciences sub-FoP? Yes: 56% No: 13% Unsure, I need more information: 31%</p>	
13	Next Meeting 2021 National Wetlands Indaba.	
14	Closure LvR thanked everyone for attending the 9 th AGM and closed the meeting.	