

# **MINUTES OF SAEP ANNUAL GENERAL MEETING & CELEBRATION OF 20<sup>TH</sup> ANNIVERSARY OF SAEP**

**24 MAY 2014 10:00am BEAUTIFUL GATE, PHILIPPI**

**Present :** 125 people were recorded as attending the meeting (including staff members, volunteers, learners, donors, members of community) although we are aware that not everyone present signed the register (see attached). **Apologies:** 19

**Welcome:** Zandile Mahlasela, a member of the board, chaired the meeting and welcomed everyone present to the AGM and 20<sup>th</sup> anniversary celebrations.

## **1. ADOPTION OF MINUTES OF THE AGM 2013**

Jane Keen presented the minutes which had been previously reviewed and approved by the Board of Directors. Norton Tennille moved that the minutes of the AGM 2013 be approved. Bongani Ndubata seconded this motion and the minutes were unanimously accepted.

## **2. 20-YEAR HISTORY OF SAEP & TESTIMONIES**

Norton Tennille, founder of SAEP, provided a brief history of SAEP and how the Bridging Year Programme started in 2003. Past BY students Shiela Yabo and Mthetheleli Wontyi gave brief testimonies of how SAEP helped and supported them from their bridging year and throughout their tertiary studies. Sandy Mitchell read a letter from Nobuntu Mkhencele on how SAEP inspired and helped her achieve her personal goal of running a successful educare centre in Philippi.

## **3. LUCKY DRAW**

As part of the celebration of the 20<sup>th</sup> anniversary a lucky draw was held for all present and prizes were given out at various stages during the meeting.

## **4. ANNUAL REPORT**

Jane Keen presented the 2013 Annual Report and asked those present to read it and share with others. She then introduced the following staff members who each gave a highlight for their programmes during 2013 – Sandy Mitchell for ECD Programme, Andile Nqoko for Hope Scholars Programme, Sibonelo Nongcula for Arts Programme, Blessing Mutiti for Environment Programme, Sean Wilson for ADT teach, Zimkhitha Ndinga for Bridging Year Programme, Beauty Ndlovu for Tertiary Support Programme, Kayin Scholtz for Careers & Counselling and Norton Tennille for The Impact Centre.

Blessing Mutiti acknowledged the many organisations, companies and NGOs which had sponsored and partnered with the Environment Programme 2013.

## **5. FINANCIAL REPORT**

Norton Tennille presented the financial report indicating that SAEP was in a sound financial position at the end of 2013 thanks to the hard work of the fund raising team and good financial management.

## **6. QUESTIONS AND COMMENTS RAISED:**

- Arts tutor, Monde Myataza, suggested that SAEP consider providing a form of support to Arts students who would like to take up Arts for further studies and pursue it as a career.
- Thobela Bixa asked what other form of support besides financial (stipends) is given to Tertiary students. Beauty Ndlovu explained that the TSP programme provide psycho-social, academic and mentoring, referrals and career guidance.
- Bongani Ndubata suggested that SAEP consider setting up a way for past students especially those under the TSP programme to give back to the organisation financially or in some other way. Jane others mentioned that some past students are already doing this by monthly donations as SAEP Angels, mentoring or tutoring other students. Formalising of these will be discussed.
- The Arts tutor suggested that the Arts programme could be integrated into the other programmes, for example storytelling to younger children.

The Annual Report and Audited Financial Statements were accepted and approved after being proposed by Katie Huston and seconded by Kayin Scholtz.

Norton Tennille encouraged everyone in the community to openly ask questions and give suggestions, especially the parents of our students so SAEP could improve the activities and programmes offered.

## **7. APPOINTMENT OF AUDITORS**

Jane Keen proposed that SAEP reappoint Mike Schreiber of Low & Schreiber as auditor for the year 2014. Anna Teske seconded. This was unanimously accepted.

## **8. ELECTION OF THE 2014 BOARD OF DIRECTORS**

Jane Keen introduced Kubeshini Govender, who has many years of experience in working with NGOs and with the Education Department, who had been nominated as a new member of the Board of Directors, and other existing board members willing to stand again.

The following were elected and confirmed as new board members for 2014/5:

1. Avuyile Koli
2. Gemma Oberth
3. Gina Leinberger
4. Helena Duk
5. Isabel Essen
6. Khanyo Seyisi
7. Kubeshini Govender
8. Leanne Allison
9. Shiela Yabo
10. Zandile Mahlasela

#### **9. CHANGE OF NAME TO SOUTH AFRICAN EDUCATION PROJECT IN SAEP CONSTITUTION**

Jane Keen motivated the proposal from the Board of Directors to drop the word "Environment" from the official name of SAEP in the constitution, thus renaming the organisation to **South African Education Project**.

Jane explained that dropping the word "environment" did not mean that SAEP would no longer be doing environmental education. Rather, environmental education will be incorporated into all of the other programmes, e.g. Bridging Year, ECD, Hope Scholars, Arts to reach more people.

Kubeshini Govender moved that the proposal for name change be approved. Kayin Scholtz seconded. **The name change was unanimously approved.**

#### **10. VOTE OF THANKS**

Jane Keen thanked everyone who attended, members of the board who tirelessly work hard representing SAEP, raising funds and awareness (particularly Helena Duk who has been involved with SAEP for 10 years and on the board for 8 years), all volunteers, mentors, donors, parents, students, teachers and principals, staff and members of the community who continue to support to SAEP. She thanked all those who had worked hard to make the AGM such a success.

Meeting adjourned for refreshments at approximately 11.45am. The SAEP marimba band played.



Signed : Chairperson