

## SAOF ADMINISTRATION REPORT

13<sup>TH</sup> JULY 2011

### SRSA FUNDING APPLICATION

The SRSA Funding Application was handed in at the SRSA offices in Pretoria on the 29<sup>th</sup> April 2011 and proof of delivery was obtained. Since then there has been no correspondence from SRSA requesting any further information. On contacting SRSA this week, hoping to speak to Doris, I was informed that Doris is on maternity leave. I made contact with Nonkosi who said she would try to find out the status of our application for me.

### EXPANSION PLAN PROJECT MANAGER

There were 4 applications received for the position of Project Manager for the Expansion Plan. A decision was made to appoint Lisa de Speville to the position (initially a 3 month appointment) and letters were sent to Lisa awarding her the position and to the 3 other applicants notifying them that they were not successful.

### OVERSEAS PARTICIPATION

The Applications for Permission to Participate Overseas and for the Awarding of National Colours for both JWOC and WOC were submitted to SASCOC and were granted.

Anthony Stott's South African Tracksuit was ordered from XCO in Pretoria and was received in time for him to be awarded it at GOC Champs.

Due to problems with the Bank the final entries and payment for JWOC was done late.

Nicholas Mulder said that he would sort out the WOC entry.

## FINANCES

All Expense Sheets numbers are now allocated by me and a register has been set up.

Bank statements and SRSA funding allocations have been given to Richard Lund to assist with the setting up of the SAOF books on Quickbooks.

George van Jaarsveld has handed over all relevant SAOF documentation up to the 30<sup>th</sup> June 2011.

Affiliation Fees for the January to March 2011 quarter have been paid by all 6 Clubs.

Affiliation Fees for the April to June quarter have been paid by Penoc and Raco.

Event Levies and emit fees for the January to March 2011 quarter have now been paid by Witsoc and Penoc.

## AGM

The Notice of the AGM is being prepared and will be circulated by the 22<sup>nd</sup> July (latest)

## WEBSITE

The website is being updated on an ongoing basis.