

South African Orienteering Federation



MINUTES OF THE ANNUAL GENERAL MEETING HELD AT HOËRSKOOL LYDENBURG, MPUMALANGA, ON SATURDAY 24TH SEPTEMBER 2011

The meeting was opened by the President of the SAOF, Eugene Botha

1. Opening of the Annual General Meeting

The President welcomed all present and thanked ROC for setting up the venue and Val Brentano for the AGM bundles.

2. Roll Call of Delegates

Adventure Racing Club – Jeremy Green and Stephanie Crone
Peninsula Orienteering Club – Martin Kleynhans and Kobus Coetzee
Rand Athletic Club Orienteers – Paul Wimberley and Glynn de Klerk
Rand Orienteering Club – Alex Pope and Craig Ogilvie
Wits University Orienteering Club – Sarah Pope and Michael Crone
UCT Orienteering Club – Nicholas de Klerk and David Corbett

3. Establishment of the number of voting members present

PRESENT :

a) SAOF Management Committee

President	:	E Botha
Vice President Technical	:	A Fagereng
Vice President Development	:	G Morrison
Vice President Marketing	:	R Lund

b) Affiliated Members

Adventure Racing Club (AR)
Peninsula Orienteering Club (Penoc)
Rand Athletic Club Orienteers (Raco)
Rand Orienteering Club (Roc)
Wits University orienteering Club (Witsoc)
UCT Orienteering Club (Uctoc)

APOLOGIES

Nicholas Mulder

4. Election of Vote Counters

Ian Bratt and Dylan Hemer were elected counters

5. Approval of the Agenda and ruling on urgency of any items not included

Approved

6. Approval of the minutes of the AGM held on the 25th September 2010

The minutes of the previous Annual General Meeting held on the 25th September 2010 were approved

Proposed Craig Ogilvie (Roc) Seconded Sarah Pope (Witsoc)

7. President's Annual Report

The Presidents Report was circulated to all Clubs and was available on the SAOF website before the AGM.

The President identified some of the focal points for the future :

More Clubs in more Provinces

Good governance needs to be established

Need to strive for World Ranking Status level at Events

Need to strive for better results overseas

Championship Events need to be more spectator friendly

Communication – The President thanked Garry Morrison on a fantastic job with the SAOF web site. Val Brentano has made sure that all the Minutes of Meetings, Resolutions etc are available on the web site. RSAorienteers is also used as a method of communication.

2013 World Games – Although names have been submitted to SASCOC for inclusion in Operation Excellence no feedback has been received. Athletes should still try to qualify with or without SASCOC's assistance. SASCOC's policy is that you have to be ranked in the top 8 in the world. The ideal would be to finish in the top 8 in any World Ranking Event and then demonstrate this to SASCOC. Cape Town has applied to host the World games in 2017

Long term Participant Development (LTPD) – The LTPD is being launched at the SA Champs. Garry Morrison was congratulated on doing a phenomenal job.

NLDTF – There was no call this year for sports to submit lottery applications.

South African Department of Sports and Recreation (SRSA) – Funding has been approved. We are waiting for funds to be transferred.

Expansion Project – This is extremely important. Lisa de Speville has been appointed as the Project Manager. Peter Hemer is tackling Durban.

Good governance – The President has put together a guide (attached to his Annual Report). Good governance will help to convince SRSA and SASCOC that orienteering is worth giving money to. We have to be accountable and transparent.

On stepping down from the position of President Eugene thanked all concerned. The ride has not always been smooth and plain sailing rather more like a roller coaster ride.

His goal as President was to try to change the mindset of the orienteering community and to get more people involved and he feels that by having full nominations for the SAOF Management Committee this year he has reached his goal.

Everyone is taking responsibility for their portfolios.

Questions

Glen Terry asked how, in 20 years time, when he wants to write a book about orienteering in South Africa he will be able to find information. Richard Lund said that he has all the statistics

Jeremy Green asked that a template be made so that there is a uniform way for Clubs to gather event statistic information for submission.

The guideline document for Health and Safety at events that is necessary to comply with the Safety at Sports and Recreational Events Act 2010 and with the requirements of the SAOF's Event Liability insurance needs to be adapted by each Club to suit their situation.

Proposed by Alex pope (Roc) Seconded by Nicholas de Klerk (Uctoc)

8. Vice President Development Annual Report

The Vice President Development Report was circulated to all Clubs and was available on the SAOF website before the AGM.

The biggest positive is the 2011-2012 Development Plan and more importantly the Expansion Plan. This is the first time we have a detailed implementation plan that is realistic and doable. It will no doubt be adapted as we learn from implementing the plan.

Raco has 2 development irons in the fire with attempts to establish orienteering in Sabie (Mpumalanga) and Rustenburg (North West Province). The SAOF will support these efforts in whatever way is necessary.

The Expansion Plan aims to exploit the fact that Orienteering is an option in the Life Orientation syllabus of the Schools curriculum. We hope that this will be more successful than trying to introduce orienteering at schools as another sport. This latter approach is invariably met with rejection, as schools feel that they already have sufficient sports.

LTPD – SAOF is one of only 14 Federations who have set up a LTPD framework, this is very important as it has upped our status with SASCOC.

Coach Development Framework – Coaches are needed to give help to develop athletes and hence enjoyment of the sport. The Coach Development Framework is a project managed by SASCOC and it is supported by SRSA. The SAOF aims to further develop its coach education pathway, which will see coaches gain accreditation at different levels. The SASCOC Coach Development Framework requires faster implementation than the SAOF is capable of. We must be guided by the SASCOC Framework, but implement it at a speed that is appropriate to us. It is gratifying to see the increased number of Clubs putting on coaching for their members.

Questions

Glen Terry – What was the disappointment with the course held in Polokwane ? Although the number of attendees was disappointing, but 3 – 4 enthusiastic teachers were identified and these teachers will be targeted by Lisa. It was an excellent learning experience.

Glen Terry made a comment that an event was held at Michaelhouse years ago. He conceded that you need to find a person in the area who is passionate about orienteering.

Lisa de Speville is very enthusiastic and needs to be ‘looked after’. Lisa uses assistants for her courses and Clubs should motivate their members to assist. This is a way of building capacity within the sport.

Glen Comins asked if the weekend course was for school children. ? This is not the case, it is aimed at teachers who can be trained as orienteering instructors who can then run School Leagues in their area.

Glen Terry asked about promoting orienteering in Botswana ? At this stage we need to concentrate on promoting orienteering in South Africa.

Proposed by Paul Wimberley (Raco) Seconded by Jeremy Green (AR)

9. Vice President Marketing Annual Report

The Vice President Marketing Report was circulated to all Clubs and was available on the SAOF website before the AGM.

Attendance in Gauteng has grown.

The SAOF is setting up a CRM (Customer Relationship database) data base to manage our interaction with our members, people interested in orienteering, as well as accreditations (coaching, mapping, organizing).

A results data base already exists and has over 200 events or 15 000 cards recorder. This can assist in reports required for SRSA or SASCOG.

Not much advertising was done. An article was published in the 2011 World Orienteering magazine.

Accounts were set up on popular social media platforms(twitter and facebook). Followers on these sites are growing.

The Federations books are currently being done by Cyberstream on Quickbooks but the idea is buy a copy of QuickBooks and the administrator will do the books. With the changing from a manual system to a computerized system there have been a lot of challenges. This will make the accounts of the Federation easier to manage in the future.

Questions

Joan van Jaarsveld asked why the auditors who were appointed last year were not used ?. Both Val Brentano and Eugene Botha tried to contact them with no luck so an alternative had to be found.

Craig Ogilvie asked why the Clubs were not advised of this. Tania Wimberley stated that so long as the auditors are ratified at the AGM there is not a problem.

Ian Bratt said that an electronic vote could be used as opposed to calling a Special General Meeting in such cases.

Glen Terry asked what the use of the data capture is ?. Richard Lund responded that the information can give the demographic breakdown of participation as well the number of orienteers participating in a given year. This is useful to measure if our development and growth initiatives are successful. In addition the information captured would allow for the finish times on particular terrains to be predicted.

Glen Comins said that articles that are submitted for publication need to be circulated to Clubs so that members are aware of any articles that may be published. Craig Ogilvie said that Roc would be submitting an article on the SA Champs to Modern Athlete

Proposed by Craig Ogilvie (Roc) Seconded by Paul Wimberley (Raco)

10. Vice President Technical Annual report

The Vice President Technical Report was circulated to all Clubs and was available on the SAOF website before the AGM.

A High Performance manager, Nicholas Mulder, was appointed. He coordinated training camps, squad selection and entries for JWOC and WOC, as well management of those teams.

The selection criteria needs to be updated. Fitness tests (3000m time trials) were introduced this year. The results of these fitness tests will form a benchmark which can be used as part of the selection criteria in the future.

Map making – several maps suitable for school's league and development events have been made. These have been fed into the Expansion Plan.

LTPD was introduced as a system in which training and coaching is based on the “developmental age” of the participant. The model is further more is used as a guideline to develop the full sporting system.

Questions

The season breakdown was discussed and it was mentioned that the structure of the SAOF portion of the calendar aligns to the concept of periodisation, which is an important LTPD concept.

LPTD guideline – people were encouraged to familiarize themselves with the SAOF's LTPD guide as the model will drive decisions that will affect the future of orienteering.

Proposed by Nicholas de Klerk (Uctoc) Seconded by Sarah Pope (Witsoc)

11. Annual Financial Statements and Auditor's report

The audited Annual Financial statements of the Federation for the year to 30th June 2011 had been given to members and were presented to the Meeting by Richard Lund.

The financials of the SAOF were captured on a computerized system, Quick books, which caused various discrepancies.

Attempts were made to contact the appointed auditors JCB with no luck therefore an alternative auditor had to be sourced.

The Annual Financial Statements were not accepted by the AGM. The decision was made that the financials would be taken back to the auditors and more detail would be captured and reflected. A Special General meeting will then be called for approval of the 2010 – 2011 financials.

The main concerns were :

- a) The grouping together of various income sources i.e. membership fees, event levies, emit levies, in the comparison with the previous year
- b) Capacity building needs more detail
- c) Note 5 needs more detail
- d) The treatment of expenses is not consistent. For example Stipends fall under different expense accounts

- e) Allocation of emit hire has not been allocated to a fund for equipment replacement.
- f) A portion of interest also needs to be allocated to the equipment replacement fund.
- g) An amount of R 13 437.00 was paid to the IOF. Ian Bratt pointed out that it was the membership plus costs related to WRE. The two items need to be shown separately.

12. Appointment of the Auditor

Duncan Erikksen was nominated to be the official auditor. This nomination was put to the vote and was accepted by 13 of the delegates.

Proposed by Sarah Pope (Witsoc) Seconded by Paul Wimberley (Raco)

13. Election of the SAOF Management Committee for 2011/2012

- a) President : Garry Morrison, nominated by AR, Raco and Roc
Garry Morrison duly elected
- b) Vice President Development : Colin Dutkiewicz, nominated by Raco – withdrew
Jeremy Green, nominated by AR
Jeremy Green duly elected
- c) Vice President Technical : Ake Fagereng, nominated by Raco and Penoc
Ake Fagereng duly elected
- d) Vice President Marketing : Richard Lund, nominated by Raco
Richard Lund duly elected
- e) Vice President Administration : Nico van Hoepen, nominated by Raco
Nico van Hoepen duly elected (accepted nomination in writing as he was out of the country)

Paul Wimberley stated that Nico van Hoepen had accepted his nomination on the basis of discussions held between Paul and Garry Morrison which did not include his looking after the financials of the Federation. This was accepted since this would become part of the administrator's duties.

14. Election of the National Selection Committee

The following members were nominated :

Garry Morrison – declined
Nicholas Mulder – elected
Michele Botha – elected
 Colin Dutkiewicz – declined
Ricky Raine – elected

Richard Lund – declined

Tania Wimberley – elected

Ian Bratt – elected This was a nomination from the floor by Craig Ogilvie and seconded by Jeremy Green

15. Silva Award

There were 3 nominations for this award :

Kobus Coetzee – nominated by Penoc

Eugene Botha – nominated by Raco

Colin Dutkiewicz – nominated by Roc

After counting of votes which were close, the award was given to Eugene Botha for “going the extra mile” for orienteering

16. General

- a) Change to eligibility to compete in SA Champs rule.

Take out the “in lieu of point 4.2” in item 4.4

Item 4.4 – no residential time frame or nationality restriction will apply

The changed rule can be accepted provided it does not contradict any IOF rule

Proposed by Jeremy Green (AR) Seconded by Paul Wimberley (Raco)

- b) Big 5 O

This event is encouraged by the SAOF since 2 of the 5 events are World Ranking Events. This will help to raise the standard of organization of our top events and provide more exposure to world class orienteers for more of the South African orienteering community.

The Event has been advertised overseas in Compass Sport. Pamphlets were also given to Team managers at WOC.

So far there are groups from Finland, Sweden and Switzerland attending.

- c) Reudi Siegenthaler – Controls need to be standardized for IOF WRE's. Control number position and size is regulated, this was not met at the Champs this weekend.
- d) Dylan Hemer – It was noticed at the Long Event at the Champs that competitors were helping each other. Although this is seen in a serious light the correct procedure needs to be followed to lodge such complaints. There is a mechanism for lodging such complaints with the organizer and this is the only channel through which such matters can be dealt with.

- e) Ake Fagereng – Applications for SA Champs 2012 are needed. Clubs wanting to apply need to send Ake an e-mail. World ranking event applications close at the end of September.

If only 1 bid is made the SAOF Management Committee can accept it.

Ake Fagereng (VP Technical) to draw up a schedule of Clubs to host SAOC's for the next 3 – 4 years.

- f) Eugene Botha – the SAOF is like a Company, the Clubs are shareholders. Clubs need to give directives to the SAOF.
- g) Craig Ogilvie thanked Eugene Botha for all he had done as President of the federation.

The AGM closed at 17h45