

South African Orienteering Federation



MINUTES OF THE SPECIAL GENERAL MEETING HELD AT WALTER SISULU BOTANICAL GARDENS, ON SUNDAY 11TH DECEMBER 2011

The meeting was opened by the President of the SAOF, Garry Morrison

1. **Opening of the Special General Meeting**

The President welcomed all present.

2. **Scrutiny of Delegates credentials**

Adventure Racing Club – Michele Botha and Stijn Laenen

Peninsula Orienteering Club – represented by Proxy

Rand Athletic Club Orienteers – Val Brentano and Tom Scott

Rand Orienteering Club – Joan van Jaarsveld and Craig Ogilvie

Wits University Orienteering Club – Sarah Pope and Michael Crone

UCT Orienteering Club – represented by Proxy

3. **Establishment of the number of voting members present**

PRESENT :

a. **SAOF Management Committee**

President	:	G Morrison
Vice President Development	:	J Green
Vice President Marketing	:	R Lund
Vice President Administration	:	N van Hoepen

b. **Affiliated Members**

Adventure Racing Club (AR)

Rand Athletic Club Orienteers (Raco)

Rand Orienteering Club (Roc)

Wits University orienteering Club (Witsoc)

APOLOGIES

Vice President Technical : A Fagereng
Peninsula Orienteering Club (Penoc)
UCT Orienteering Club (Uctoc)

1. The Notice of the Meeting and the Agenda were accepted - proposed by Clive Ogilvie and seconded by Jeremy Green
2. UNFINISHED BUSINESS FROM THE AGM – APPROVAL AND ADOPTION OF THE AUDITED ANNUAL FINANCIAL STATEMENTS OF THE FEDERATION.

The President provided some background information:

- The President apologised for the confusion with the communication and the process to be followed surrounding the Special General Meeting, and thanked Glen Terry and Neville Stocks for pointing the SAOF in the right direction.
- What needs to be remembered is that the financials presented at the 2011 AGM were audited
- It seems that a lot of members don't understand what the purpose of an audit is. The external audit aims to provide reasonable assurance that the financials are free of material misstatement, and that the presented financials accurately reflect the Federation's financial position.
- An additional cost of R 7 000.00 was incurred for the re-audit of the financials.
- The Members need to bare in mind that the level of assurance comes at a cost. Members must be clear on the actual benefit to the organisation.
- Prior to the 2010 financial year, the SAOF financials had never previously been audited by a registered auditor. (Note that this was corrected after the meeting by Tom Scott, but the previous audit was many years ago)
- Our financials are now formatted like those of other organisations that receive Lottery funding.
- We now have a good base to build on. We will seek to further improve our financial statement in future years.

- Our funders, SRSA and NLTF, require audited financials by no later than 6 months after our financial year end, i.e. by the end of December. If these are not forthcoming we are at risk of losing the funding.

3. QUESTIONS FROM THE FLOOR

- Craig Ogilvie asked if our financials would now be accepted by SRSA and NLTF. The President's response was that his understanding was that they would be accepted based on the auditor's experience with other similar organisations.
- ROC raised a question by e-mail regarding stipends. A R 5 000.00 stipend for Nicholas Mulder and Alex Pope is reflected in the 2011 financials although it was for the 2010 season, as the payment was only made in July 2010 which falls into the 2011 financial year. The R 3 000.00 given to Colin Dutkiewicz for the Youth Tour was reflected as a stipend as we don't want to set a precedent of funding for World Masters. This stipend is more appropriately viewed as enabling the 2011 Youth tour.

4. APPROVAL OF AUDITED FINANCIALS

- The voting strength is 17, therefore a majority of at least 9 votes in favour is needed to approve the motion
- A vote by show of hands was carried out :
By show of hands 12 members voted for the acceptance + 2 proxy votes from Penoc and 1 from Ake Fagereng (VP Technical) – Totalling 15 votes in favour. There were 2 votes against which were a proxy vote from UCTOC

The motion was therefore adopted and the Financials were accepted by the Members.