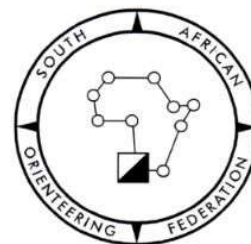


South African Orienteering Federation



NPO163-675



MINUTES OF THE ANNUAL GENERAL MEETING HELD AT MARETLWANE WILDERNESS SCHOOL ON SUNDAY 24TH SEPTEMBER 2023

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

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

The President welcomed all present.

2. **Roll Call of Delegates**

a) Affiliated Members:

Rand Athletic Club Orienteers	Alex Puntigam and Hilton Schipholt
Rand Orienteering Club	Nicholas Mulder and Ian Bratt
Polokwane Orienteering Club	Thato Phogole and Herman Mohlala
Peninsula Orienteering Club	Sarah Wimberley
Wits Orienteering Club	--

b) Affiliated Members:

Big 5 O	Stephanie Mulder
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Apologies received from:

Peninsula Orienteering Club	Richard Lange
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2. Establishment of the number of voting members present

a) SAOF Management Committee

President	:	Garry Morrison
Vice President Technical	:	Paul Wimberley
Vice President Marketing	:	Richard Lund
Vice President Development	:	Ephraim Chuene
Vice President Administration	:	Ken Robinson

b) Affiliated Members

Rand Athletic Club Orienteers (Raco)	- 2
Rand Orienteering Club (Roc)	- 2
Peninsula Orienteering Club (PenOC)	- 1
Polokwane Orienteering Club (POC)	- 2

Four (4) of the Five (5) currently active, Full Member Clubs were represented at the AGM. Twelve (12) voting members of the total voting strength of 15 members was present. Hence the meeting had a quorum.

4. Election of Vote Counters

Carl Holmes and Glenn Terry were elected as vote counters in the event of any contested positions.

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

One additional urgent matter was introduced from the floor. This was added to Agenda under the section 15. General, as follows:

15.1 Inclusion of Contact Numbers on competition maps for safety.

15.2 Revision of the wording on the provision of water on orienteering courses.

The Agenda, with the above amendment, was Approved.

Proposed by Hilton Schipholt (RACO), Seconded by Alex Puntigam (RACO)

6. Approval of the minutes of the AGM held on the 24th September 2022

The minutes of the previous Annual General Meeting held on the 24th September 2022 were approved.

Proposed by Ephraim Chuene (SAOF), Seconded by Alex Puntigam (RACO)

7. Annual Report, Resolutions, Budget 2023/2024

Annual Report

The Annual Report was circulated prior to the AGM

The following points of importance were highlighted.

- DSAC funding to move to a three-year cycle.
- Admission of 3 new Associate Members in 2023.
- The 6th Edition of the Big 5 O event to be held over the year-end.
- The need to grow membership and participation numbers.

Resolutions / Decisions

- Support for Ukraine Orienteering by voting against the admission of a neutral team to allow athletes from Russia and Belarus to compete at international events.
- Registration with SARS and approval of Tax Exemption Status subject to constitutional amendment (see section 10.3)
- Application for WRE status for two of the Big 5 O events.

SAOF 2023/2024 Budget

The 2022/23 budget was included in the delegates' information pack before the meeting.

The background to the new approach by the Department of Sport, Art, and Culture (DSAC) to implement a 3-year funding cycle was presented. This should allow sports to plan with greater certainty and longer time horizons. The SAOF was initially informed that our indicative allocation from DSAC of R450 000 per annum for the next three years. One week before the AGM the SAOF was informed that this amount was reduced to R360 000. This is the maximum grant amount that the SAOF can apply for during the three-year cycle.

The annual budget of R518 800 was presented. The SAOF would cover the difference between this amount and the anticipated grant from DSAC. The SAOF has sufficient funds to cover the difference. This approach also provides the SAOF with the discretion to support the projects that have the greatest need.

Annually, the SAOF typically runs four projects, namely Expansion, Strategic Maps, Electronic Timing and High Performance. This year we have included an additional project targeting the "Training of Technical Officials". This is an IOF-level course covering the technical aspects of planning high-quality orienteering events. The SAOF has previously found that this course is highly educational for local planners and organisers who are on the pathway to organizing, planning, or controlling provincial and national-level events.

Acceptance of the Budget and Annual Report was proposed by Alex Puntigam (RACO) and seconded by Herman Mohlala (POC).

8. Annual Financial Statements and Auditor's report

Ken Robinson (VP Administration) presented an overview of the SAOF's unaudited financials. Although, it often appears that the SAOF runs at a loss, this is due to the complication introduced by the fact that the SAOF financial year runs from 1 July to 30 June, while the DSAC financial year runs from 1 April to 30 March. This means that expenditure against a specific DSAC grant happens across two SAOF financial years. Garry Morrison pointed out the reporting to DSAC happens four times per year and includes financial reconciliations against the DSAC grant.

The audited Annual Financial statements of the Federation for the year to 30 June 2023 were not presented to the meeting due to them not being finalized. No material differences are expected from what was presented at the meeting.

Garry Morrison (President) proposed that the meeting authorises the Management Committee to accept the audited financials once they are available.

This was agreed to with the proviso that the audited financials be sent to Clubs prior to the Management Committee accepting them.

Acceptance of the financial statement and the proposal for approving the Audited Financial Statement was proposed by Nicholas Mulder (ROC) and Hilton Schipholt (RACO).

9. Appointment of the Auditor

Duncan Eriksson was nominated to continue as the official auditor.

The meeting was reminded that twice in the course of the past ten years, the SAOF had sought estimated costs from other auditors. These were substantially higher than the current cost. Given size of our annual budget, it was recommended that the SAOF continues with our current auditor.

Approval of this decision was proposed by Ken Robinson (SAOF) and seconded by Ian Bratt (ROC)

10. Matters for Discussion

10.1. Fee Increase

A discussion was held around Affiliation Fees for 2024. It was proposed that for future AGM's a new fee structure is prepared in advance. The fee structure should be progressive following the trend of recent years. No single fee should increase by more than 10%.

After a quick calculation the following fees were agreed for 2024.

Affiliation Fee per club member per year: R 35.

Emit Hire Levies: Short Course & Relays per card : R 13
Colour Coded : R 25
Rogaine/Metrogaine R 25
Development R 0 (Application must be made)

Event Levies: Short Course & Relays per card: R 15
Colour Coded : R 30
Rogaine/Metrogaine : R 30
ScatterRun : R 30
Development R 0 (Application must be made)

10.2. SAOF Safeguarding Policy

Contributions from RACO and ROC to the request for input on the Safeguarding Policy were noted. Minor changes were made.

The implementation of the policy requires clubs to appoint a safety officer who can be approached by any participant, club member or otherwise, who wishes to raise a concern about abuse of any kind.

It is recommended that the name of the safety officer should be visible on each club's website and should also be included on each club's membership forms.

While it is acknowledged that Orienteering in South Africa is predominantly a family sport, and hence the risk of abuse is low, it was agreed that as a sport we should not be complacent. The risk is higher during training camps and tours. Leaders of such events are encouraged to include in the leadership group coaches / parents of both genders to ensure that girls and boys are protected.

In the case of Scouting, it was noted that adults who are in responsible positions with respect to youth are required to have a police clearance.

In the case of Schools' leagues, it was noted that schools are responsible for the safeguarding of their learners who attend events.

Richard Lund described his experience of an online safeguarding course offered by Gymnastics South Africa. The course was educational. Details can be made available to clubs.

10.3. Constitution Changes Required for SARS Tax Exemption

Ken Robinson introduced the changes required to the SAOF constitution to enable the organisation to meet the requirements for Tax Exemption status. The proposal was to include the recommended clauses as section 28 of the SAOF constitution. Minor amendments to various other clauses are then required to give the SARS required clause precedence. The proposal was recommended by Ken Robinson and seconded by Ian Bratt.

10.4. Holding of SA Champs every 2nd Year

A proposal to revisit the frequency of the championship events was received from PenOC. The proposal was presented to the meeting by Paul Wimberley.

A lively discussion of a number of the points raised in the proposal ensued. One noteworthy counterpoint was that national championships are more important for Junior development and JWOC selection than for Seniors.

Another point raised was: As the junior categories are 2 years apart, there would be less chance for juniors to win the trophies. This could potentially dampen the enthusiasm for the sport in juniors

While there was some sympathy for the reasons behind the proposal, the conclusion of the discussion was as follows:

At the meeting it was incorrectly stated that the SAOF only commissions the National Championship events.

Notwithstanding this, the meeting was in favour of continuing with an annual National Championships following the current format. The SAOF would continue to encourage PenOC to host national championships every 5-6 years. POC noted that they have an ambition to host a national championship in the next 3-4 years, with support from the Gauteng Clubs.

10.5. SAOF Rules of Foot O - Participation

A discussion was held around the change to the wording of rule 4.3 pertaining to participation eligibility on Championship courses. The meeting agreed to change the wording from "In lieu of" to "In light of" to reflect the intention behind the rule.

Alex Puntigam (RACO) queried the need in rule 4.2 for participants to be members of a club. The meeting was reminded, that like many sports, orienteering in South Africa is a club-based sport. Championships are closed events and, like many sports, require proof of club membership to participate in the competitive classes. This model supports a system that relies on members of clubs to host events.

10.6. Proposal to move away from EMIT to SPORTident

A proposal was received from PenOC to transition the electronic timing system used in South Africa from EMIT to SPORTident.

The proposal was introduced by VP Technical, Paul Wimberley and a brief discussion ensued during which a number of points were made. It was recognized that such a proposal could not be properly dealt with at the AGM.

The VP Technical proposed that the SAOF would host a strategy session in 2024 during which the future of electronic timing at South African orienteering events would be thoroughly reviewed. This would include consideration of the role of the Sundial timing system in South African orienteering.

The meeting approved of this proposal.

After this proposal, Ian Bratt (ROC) requested that the strategy meeting include a session aimed at exploring ways to grow participation numbers at orienteering events. The meeting agreed that this was an important issue and that a session be included in the strategy meeting.

11. Election of the SAOF Management Committee for 2023/2024

All current SAOF Management Committee were available for re-election. No other nominations were received.

- a) President: Garry Morrison (ID Number: 6906095397081) – re-elected unopposed.
- b) Vice President Development: Ephraim Chuene (ID Number: 9308185630082) re-elected unopposed.
- c) Vice President Technical: Christopher Paul Wimberley (ID Number: 6906015166087) re-elected unopposed.
- d) Vice President Marketing: Richard Lund (ID Number: 5804125018085) re-elected unopposed.
- e) Vice President Administration: Ken Robinson (ID Number: 4807185034 083) re-elected unopposed.

The nominations were proposed by Ian Bratt (ROC) and seconded by Herman Mohlala (POC)

12. Election of the National Selection Committee

The following current members were available for re-election:

Nicholas Mulder
Margaret Archibald
Carl Holmes
Richard Venter

There was some confusion regarding the availability of Timonhy Chambers (committee member in 2021/22) and Jacori Uys (committee member in 2022/23) to stand again on the committee for 2023/24.

The Meeting approved the nominations for the Selection Committee. Furthermore, the meeting approved that the management committee would resolve the issue of the fifth member of the selection committee.

A proposal was made by Stephanie Mulder (ROC) that a member from POC should be involved as a shadow member of the Selection Committee. This would help POC gain an understanding of the processes involved with the High-Performance part of the SAOF. Ephraim Chuene agreed to volunteer for this position.

13. **Honorary Members**

There were no Honorary Member nominations.

14. **Silva Award**

There were no Silva Award nominations.

15. **General**

The following General points were brought forward for discussion:

15.1. **Inclusion of Contact Numbers on competition maps for safety**

It was proposed, for reasons of competitor safety, that at least two emergency numbers be included on all maps at events. Organisers must ensure that the owners of the included numbers are contactable at all times during an event. This proposal made by Alex Puntingam (RACO) was seconded by Nicholas Mulder (ROC).

The meeting was reminded of an additional safety measure that participants should consider. That is competitors should carry a whistle, which they can use to attract attention of other participants, should they encounter difficulties. This is especially important in challenging terrain with few competitors on the course.

15.2. **Revision of the wording on the provision of water on orienteering courses**

The wording regarding the provision of water on orienteering courses as recorded at the last AGM created ambiguity that needs to be resolved.

The previous wording was, "...Member clubs are encouraged to decide on the provision of water on courses on a case-by-case basis".

The new directive is unequivocal. Normal orienteering regulations require the organizer to provide water on all colour-coded courses expected to take longer than 30 minutes to complete (Rule 10.7).

This regulation must be adhered to for all future events.

There was a discussion with regards to using the winning time as the reference to determine if water was required. Many participants are out for much longer.

It was requested that Rule 10.7 be amended to accommodate for slower participants. It was proposed that the VP Technical draft an amended rule and that it be ratified by email after being circulated to the clubs. This proposal was approved by the meeting.

The meeting closed at 16:50