



1. Welcome: MA

AGM started at 17H05.

Mark welcomed all existing board members, prospective board members, SAMEA members and prospective members present at the third SAMEA AGM.

2. Last year's minutes: FC

Fanie Cloete read out last year's minutes to all members present. There were no objections to the minutes. But a point was raised from the floor that minutes be circulated early to the members, in order to allow them to raise any matters arising. The house agreed to this view.

3. Matters arising: FC

There was an enquiry regarding the establishment of the KZN chapter. The member was referred to Sefiso Khumalo who is responsible for the establishment of regional chapters.

SK indicated that the following provinces had chapters that were up and running:

- Gauteng
- Eastern Cape
- Western Cape
- Limpopo

There was also an enquiry regarding the establishment of the North West chapter, and members were assured that SK has established contacts in the NW and soon a chapter will be established in that province.

4. Overview of the SAMEA Annual Report: MA

The meeting started with the chairperson informing members about some of the challenges that the board faces. He informed members that some board members resigned, but the new board members that came on board assisted the board greatly.

He also informed members that meeting face-to-face was very difficult for the board, most often meetings took place via the teleconference. But in cases where urgent decisions needed to be made, only the executive members would in be contact each other and other members would be informed of the decisions and duties or responsibilities assigned.

Donors

With regards to donors, the chairperson stated that the board had intended to engage with the various donors, but this never took place as the board had intended. He mentioned that the organisation was being assisted by funds from membership fees and donations from the various partners. These are the organisations that have greatly assisted SAMEA with finances for the conference.

Chapters

The chairperson stated that this portfolio is very important for the organisation as it helps to increase the visibility of the organisation as well as encourage interaction between members. He

highlighted that there is a need to increase workshops and seminars being held around the country in the various chapters as local ongoing engagement between members is essential. He encouraged the new board members to increase work on this aspect.

Legal

As the organisation grows, the need for proper governance also increases, thus there were suggestions to employ a lawyer but funds did not allow. He encouraged the new board to look into this issue.

Communication

Communication between the organisation and its members was seen as needing improvement in order for members to engage with each other more and more opportunities for this to be made possible. The SAMEA website was seen as an important tool to this but a tool needing to be revamped and frequently updated so that it remains relevant. Thus members were encouraged to submit articles, reports and suggestions that could keep the SAMEA website attractive and useful for members.

General

The outgoing chairperson encouraged the incoming board members to provide direction for the organisation especially with indicators (membership 150(2006) 250(2007) 333 (August 2009) that the organisation is growing.

He also encouraged the new board to look into the issue of policy development for the organisation, the establishment or re-organisation of the organisation's secretariat as this portfolio is very important for the growth of SAMEA. He stated that SAMEA is seen as a success story both in the country, the continent and internationally. But with more resources and the dedication of both the membership and board, the organisation can grow and make the necessary impact in the M&E sector.

Feedback RA has offered their resources and office space. Thank you to them for their kindness. We need to get more permanent premises, equipment and more resources.

Good luck to the new board members going forward.

A detailed report back from Benita (treasurer):

Financial Report (Treasurer): BvW

Happy to announce once again that we have received a positive report from the auditors. SAMEA in its current structure, it is difficult to determine its income. We do not have accounts/debtors. We have a membership base that is strictly voluntary. Membership fees assist in admin, telephone, travel and printing etc expenses

Membership fee payments were high around the conference period as members wanted to take advantage of the lower fee for the conference if their membership is up to date. The annual membership fee was increased from R150 to R200 for individuals and for students, it was increased to R80.00

Conference costs were estimated at R1.4 million but because of the generous sponsorship received, the figure was reduced. We received both financial and in-kind sponsorship such as conference bags Thanks to the following sponsors for their generous financial contributions

- GTZ

- OPSC
- ZENEX Foundation
- SAS

From the conference, the organisation is expecting an income of around R750000 registrations alone

Activities that are regularly paid for

- Expenses except computers
- Accommodation for board members and presenters
- Workshop presenters at the conference
- Consulting fees for admin and presenters
- Subscriptions to other international orgs
- Website expenses for maintenance

SAMEA would also like to extend its thanks to the following people/organizations who have assisted in making our activities a success:

- Khulisa Management
- Candice Morkel
- Tselane Morolo
- Mark Abrahams
- Ronette Engela
- PSC for their long-term support to SAMEA

To our IT support and website host:

- Bert Roefs

Our auditor

- Barand Wesseloo

Conference Call, especially Nomvuso and Nomfundo for all their hard work and dedication

Our admin:

- Estee Roodt and Refilwe Masikane (who has just joined SAMEA)

I would like to also add to what the chairperson said, long term funding will be necessary to set up an office, hire more staff if necessary and, buy equipment etc to improve on the running of the organisation.

SAMEA Tax Status: BvW

We have been successful in acquiring a tax exemption from SARS, as we are not a profit organisation. We will thus be able to submit our returns under this status but the condition we were given is that we needed to append the organisation's founding document in order to fulfil this requirement.

This is where the issue of the survey came in. We needed members to cast their votes firstly agreeing that issues such as these could be voted on electronically, as well as the board elections. We will hear what the voting results are

Election Results: DM

Two calls for nominations for the new board were sent out to members electronically and in both occasions, the responses were very low.

After the second call for nomination, six names were received and these were:

1. Dr Zodwa Ngobese
2. Ray Basson
3. Mairy Tsigoida
4. Gcinumzi Qotywa
5. Anzel Schonfeldt
6. Kola Jolaulu

Total number of ballots that went out to members were 328. These were active members whose membership had not expired or just activated.

A total number of votes received was 67. These were audited by Barand Wesseloo and these following individuals were elected to the board.

1. Dr Zodwa Ngobese
2. Ray Basson
3. Mairy Tsigoida
4. Anzel Schonfeldt
5. Kola Jolaulu

Q&A/ Open Microphone Session

1. Members stated the need to have access to last AGM minutes before the next AGM in order for members to query or add inputs to these minutes.
2. Members stated that SAMEA is not providing them with adequate information especially with regards to international or foreign projects. They stated they get information not from SAMEA but from international organizations which they have listed with.
3. There was a lot of dissatisfaction with regards to how the board nomination and elections were conducted. Members complained that the process was unclear and the timeframes for nominations was very short, thus they did not have enough time to make their own nominations.
4. They were also dissatisfied with the number of nominees stating that the number was inadequate as they did not have sufficient nominees and they really did not have a choice but to put those individuals in the board.
5. Regarding voting members said in future there should be an option for members to abstain from voting and even oppose a motion. Other members said the online voting process needed to be improved as some individuals did not receive ballots even though their membership was up to date.
6. The issue of the African journal was raised and SAMEA members were encouraged to assist in the development of the African journal. Members were encouraged to volunteer as editors or in any other way possible to encourage the development of this journal. Some of the outstanding issues regarding this journal are content, editorial policy, language. Other issues include among others the establishment of the working group, budget, identifying the publisher and the number of times the journal will be published.

The possible name for the journal African Journal of Evaluation, but people are encouraged to suggest names for the journal.

Vote of thanks: CJ

Christel welcomed new board members to SAMEA
Thanked the out-going board members for their dedication, sacrifices they made and she
believed the organisation will count on their continued support

Closing: SK

Sefiso thanked all members for their attendance at the AGM.
He invited members for the cocktails

The meeting was closed at 18H30



Chairperson – M.A. Abrahams

06/10/2009

Date