



SANCOLD

## SANCOLD EXECUTIVE COMMITTEE

### MINUTES MEETING 10

Friday 28 September 2017, 09:00

VENUE: Offices of ARQ, Lynnwood Manor, Pretoria

#### 1. WELCOME

The Chairperson welcomed the attendees to the meeting and mentioned that the meeting will follow-up on matters raised at Exco 9 and several new issues.

#### 2. ATTENDANCE AND APOLOGIES

##### 2.1 Attendance

|                     |             |       |
|---------------------|-------------|-------|
| Quentin Shaw        | Chairperson | (QS)  |
| Danie Badenhorst    |             | (DB)  |
| David Cameron-Ellis | Treasurer   | (DCE) |
| Louis Hattingh      |             | (LH)  |
| Jaretha Lombaard    |             | (JL)  |
| Xolani Mdletshe     |             | (XM)  |
| Henry-John Wright   | Webmaster   | (HJW) |
| Paul Roberts        | Secretary   | (Sec) |

#### 3. ACCEPTANCE OF THE AGENDA

The Agenda was accepted with the following modifications:

- Item 9.1 added: Linkage with SAIEG

#### 4. APPROVAL MINUTES EXCO 9

The spelling of "Lombaard" in the attendance list was corrected. The Minutes were accepted and **approved**.

#### 5. MATTERS ARISING FROM MINUTES EXCO 9 AND DISCUSSIONS

##### 5.1 Exco operation and support functions

DCE reported that the new accounting package was working well except for the issue of the membership certificates. After discussion it was **agreed** that the certificates should be sent out once the fees had been paid and not only upon request. HJW reported that the bulk-emailing system was functioning and the agreement is in place to the end of the year. Other options were being investigated. **HJW**

##### 5.2 SANCOLD Conference 2017

The Sec gave an overview of the current situation where some 60 Abstracts had been received, 35 draft papers completed and 20 reviewed. Some 63 registrations had been received with only one from DWS. The registration of SANCOLD as a vendor with DWS was being investigated by DCE as this would simplify financial matters with DWS.

HJW stated that he would be holding a sale of SANCOLD publications at SANCOLD 2017 in order to reduce the hardcopy stock as SANCOLD was migrating to electronic documentation.

The Workshop arrangements were discussed and it was **agreed** that QS and LH would determine the structure of the session. **QS/LH**

A SANCOLD Award as per a previous Management Committee decision would be made at the Conference. **QS**

DB mentioned that Deon van der Merwe had started on the proposal to form associations with academic institutions and should have a proposal by the end of the year. It was **agreed** that this must be integrated with the training programme. **DB**

JL requested contact details of the PCO so she could plan the YEF function. **Sec**

DCE mentioned the follow-up on the ICOLD 2016 accounts and the role of the PCO in the matter. SANCOLD must still send DWS audited statements.

Some consideration was given to the SANCOLD Annual Conference in 2018. It was **agreed** that it should take place in **November 2018**. The venue was uncertain and a proposal to hold it in Cape Town and visit some of the AAR-problem-dams found favour.

### **5.3 ICOLD Congress papers**

SANCOLD had not met with the ICOLD: SG and President as the matter had been discussed at ICOLD Board level and mentioned at the General Assembly. ICOLD was investigating using a commercial international publisher and using electronic publishing which would change costing structures. It was good that we had raised the issue.

### **5.4 SANCOLD Secretarial Services**

It was reported that Leo van den Berg had indicated that he was not interested in the position with the current type of work-load. LH was tasked to ascertain whether other solutions exist such as the partial assistance from ARQ as well as the sharing of various functions amongst Management Members with various Portfolio responsibilities (see Agenda item 6). A proposal was required for implementation in 2018. **LH**

### **5.5 ECSA Matters**

The Secretary reported that ECSA had been requested to send SANCOLD the presentations on the Workshop on the Review of the Professional Engineers Act and only one presentation had been received. The Secretary would request the other presentations from ECSA. **Sec**

### **5.6 SANCOLD bi-monthly lectures and training**

LH reported that the matter is outstanding and links with the YEF/YPF. The matter will be publicised at SANCOLD 2017. **LH/QS**

### **5.7 Website**

HJW reported on the various updates as well as the incorporation of a members section.

### **5.8 YEF Programme**

JL presented a comprehensive proposal of the way forward. It was **agreed** that the Forum would be renamed the **Young Person's Forum**. The SANCOLD Constitution needed realignment to accommodate these proposals and this would be submitted to the next Management Committee. **JL/DG/Sec**

### **5.9 Membership fees for retired persons**

The proposal for a reduced fee for retired persons (say over the age of 65 years) was supported at the last meeting as such members could form an important resource in the industry for training and mentorship. The fees for this group would be R150-00 for 2018-19.

A further class of membership was proposed and **supported**. This would be for members of the age 80 years and over who would be granted Life Membership and no membership fees would be levied.

Both proposals are to be submitted to the Management Committee for approval. The birth year of members needs to be established and links with the membership application form (Agenda item 7) **Sec**

## 6. PORFOLIO RESPONSIBILITIES

The Chairperson tabled a proposed responsibility structure as given below.

|    | <b>Portfolio</b>    | <b>Responsible Person</b> |
|----|---------------------|---------------------------|
| 1  | Membership          |                           |
| 2  | Finance/Treasurer   | David Cameron-Ellis       |
| 3  | Institutional       |                           |
| 4  | ICOLD               |                           |
| 5  | Website             | Henry-John Wright         |
| 6  | Young Professionals |                           |
| 7  | Training / Lectures | Sub-committee             |
| 8  | Annual conference   |                           |
| 9  | Marketing           |                           |
| 10 | Associated Studies  |                           |
| 11 | Working groups      |                           |

The Secretary would have to perform an oversight and co-ordinating role. It was **agreed** that the proposal would be submitted to the Management Committee for consideration. **Sec**  
DB mentioned that he would be available as a resource of institutional memory.

## 7. MEMBERSHIP APPLICATION FORM

DB and JL had updated the Membership Application Form by the addition of information on SANCOLD and its membership. The Secretary will refine the form and liaise with JL to convert it to a pdf form. **Sec/JL**

## 8. VIDEO CONFERENCING

It was **agreed** that use should be made of this facility for distributed membership of SANCOLD Management structures. QS will compile a short document on the matter. **QS**

## 9. OTHER MATTERS

### 9.1 Linkage with SAIEG

SAIEG is a Corporate Member. It was **agreed** that there should be closer relationship with SAIEG and consideration should be given to co-option onto the Management Committee in 2018. **Sec**

## 10. NEXT MEETING

It was **agreed** that the next Management Committee meeting would be held on Tuesday 14 November 2017 at 15:00. [Initially the venue was set at ARQ and subsequently changed to the Royal Elephant Conference Centre, Centurion]

The meeting closed at 11:10