



**TSHWANE BRANCH AGM**

**CSIR CONVENTION CENTRE**

**3<sup>RD</sup> APRIL 2019**

**8:30 - 10:30**

**ATTENDANCE:**

Registrations: 45

Attendance:35

Apologies:3

No shows:10

**WELCOME:**

SAACI Tshwane Branch Chairman introduced by Jeana Turner (MC)

SAACI Tshwane Branch Chairman, Leon Pheiffer, welcomed everyone to the 4<sup>th</sup> Branch AGM and thanked the CSIR for hosting the event.

**CONFIRMATION OF MINUTES:**

The minutes of the AGM held on the 12<sup>th</sup> April 2018 having been duly circulated to all members and were taken as read and accepted.

Proposer: Melanie Pretorius

Secunder: Corné Engelbrecht

**SAACI CEO REPORT:**

Rudi van der Vyver thanked CSIR once again and noted that the same sponsors are always ready to assist with hosting of events, he appealed to all members to assist when possible. The SAACI member database has been cleaned up with new processes in place.

A comprehensive PowerPoint presentation on the Association, stats and member benefits followed. This presentation was made available to the members.

**STATS:**

**Membership**

- SAACI has more than 500 members at present reflecting 1600 individuals.
- On average 2 -3 new applications are being received per week

**Academy**

- Registered members on Academy 718
- Average number of students completing courses monthly 420
- Log in's last 10 months >11 500

- Online courses have been reduced from 56 to 54
- A new platform is to be launched this May. As a member you will be able to load your own company platform for your staff.

#### **Events**

- 18 branch events were held countrywide during 2018
- The Annual Congress was held in July/Aug 2018
- 7 face 2 face training courses took place
- 3 Masterclasses supported
- Branch events must have an educational component

#### **Social Media Growth (Facebook)**

- May 2017 – 10 956 likes
- Mar 2018 – 14 626 likes
- Feb 2019 – 18 729 likes
  - Just under 30% growth
  - 51% Women
  - 49% Men

#### **Disputes**

- 2018 – 11 disputes were presided over
- 2019 – 11 disputes were handled with amicable results achieved. 2 members joined the association following a dispute with a member.
- Set up of formal processes and website logging
- A watchlist will be available in mid-2019. A resource where you can check if you want to do business with a provider.

#### **SAACI represents our members through collaboration with the following associations:**

- TBCSA Board representation
- TBCSA Marketing Committee
- TBCSA Transformation Committee (Input into BEE Charter Council)
- National Tourism Visitor Information Service (NTVIS) Advisory Panel
- Tourism Service Excellence Forum
- Minister's Tourism Leadership Forum
- National Tourism Stakeholder Forum
- Tourism Safety Forum
- UJ - Tourism Industry Liaison Committee - SAACI has been invited to UJ to discuss the curriculum with a view to closing the gap between tertiary and industry requirements.
- African Tourism Leadership Forum
- BRICS MICE Forum – Please send an email if you have an event in the BRICS regions. Allow us to market your event widely.

#### **Focus Areas:**

- True professionalisation of the business events industry (re-introducing accreditation of PCO's in future and CEPA certifications/designations)
- Industry ethics through code of conduct enforcement and service level standards – taking a harder stance on members not adhering to standards
- Learning, continued development and upskilling of industry players
- Skills transfer and real value creating incubation projects
- Youth and sustainable transformation

- Members first and growing SAACI's national footprint (Identified regions)
- A stronger voice for business events in the tourism industry
- Stronger collaboration across the entire industry and Africa
- Compliance policies and procedures across the industry (including governmental procurement processes)
- Road shows will take place later in the year focusing on the following areas; N Cape, Mpumalanga, Limpopo and the Garden Route.
- SAACI has developed a much stronger voice in the industry due to hard work in collaboration with TBSA and Government.

**Association Values:**

- True professionalisation of the business events industry (re-introducing accreditation of PCO's in future and CEPA certifications/designations)
- Industry ethics through code of conduct enforcement and service level standards
- Learning, continued development and upskilling of industry players
- Skills transfer and real value creating incubation projects
- Youth and sustainable transformation
- Members first and growing SAACI's national footprint (Identified regions)
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**Additional value (Value Adds):**

- Partner discounts exclusive to SAACI Members
- FNB Corporate (reduced merchant costs, custom made offer)
- FNB Staff (6 month's free banking, rebates, reduced credit charges)
- Makro Discount Deal (Coming Soon)
- Builder's Warehouse Discount Deal (Coming June 2019)
- AVIS Member rates (Currently being revised)
- Exclusive Insurance Rates (coming to SAACI Website soon)
  - Event Liability
  - Business Insurance
  - Personal Insurance
- Exclusive Advertising rates on SAACI Website and profile in newsletter (Depending on tier)
- Exclusive rates with various media partners (Advertising)
- Usage of SAACI Board Room for Meetings (Depending on tier)
- Marketing of Events on BRICS MICE Website

**Website:**

The website will be live this coming week and log in details will be forwarded to members.

**SAACI MANIFESTO**

- We are a professional association that promotes sustainability within the business events industry in Southern Africa. We facilitate an enabling environment for learning, growth and collaboration. Our goal is to be the

recognised professional association of the business events industry of Southern Africa.

- Our focus areas that will feed into the strategic goals are: Learning, Communication and Networking

### **SAACI CONGRESS KZN**

The Congress will take place from the 28<sup>th</sup> to the 30<sup>th</sup> July at the Elangeni Hotel. The programme and registration details are on the website.

### **TSHWANE CHAIRMAN'S REPORT**

#### BRANCH STATUS REPORT:

Leon Pheiffer: Tshwane holds 14% of the country's membership. It is concerning that we dropped from 82 members to 66 in this past year, due mainly to financial constraints in the economy.

The branch numbers are made up as follows:

- March 2018 – 71 members
- Approved 17 new members
- Resigned 6 members
- Terminated 16 memberships due to non-payment or unable to contact companies that might have closed. The good news is that some terminated memberships are wanting to reinstate membership and making payment arrangements.

#### TSHWANE BRANCHEVENTS

- 21 June Freedom Park - this was a Thursday meeting.
  - We had 55 registrations
  - Students from UNISA were in attendance
  - Blankets were collected for a home the city identified
  - Costs were high and we had very little sponsorship. Food is the most expensive item if not sponsored.
  - EPF sponsored two SMME who later became members.
- 17 September Tshwane Power Breakfast at the Capital Hotel Menlyn Maine.
  - Total registrations 91
  - Complimentary 24
  - Paid 57
  - A hugely successful event

An interesting thing - Was a Monday morning breakfast event better than a Thursday afternoon. We would like the members opinion on timing of events.
- 29 January Kick-off event at Monte de Dios
  - Total registrations 110
  - 41 Complimentary and 55 paid
  - The event was fully sponsored
  - Travelbags and PCO Alliance members attended.

#### NEW TSHWANE FACEBOOK PAGE

Members requested to send us information on events happening in Tshwane to be posted on our Facebook page.

#### **TREASURER REPORT:**

**The treasurer report was done by Corné Engelbrecht**

The report is for the period July 2018 to February 2019 due to change of financial year end and completion of the Audit.



## Financial Report – Tshwane Branch

**Budget Report: 01/03/2018 – 28/02/2019**

SALES	Budget YTD	Actual YTD	Variance
Networking fee*	R 24,733.00	R 18,009.00	-R 6,724.00
<b>Total Income</b>	<b>R 24,733.00</b>	<b>R 18,009.00</b>	<b>-R 6,724.00</b>

\* Includes attendance fees to events, sponsorships and raffle ticket sales



## Financial Report – Tshwane Branch

**Budget Report: 01/03/2018 – 28/02/2019**

EXPENSES	Budget YTD	Actual YTD	Variance
Kick Off/Year End Event	R 3,533.00	R 0.00	R 3,533.00
Networking: AV	R 2,827.00	R 0.00	R 2,827.00
Networking: Food & Beverages	R 7,773.00	R 0.00	R 7,773.00
Networking: Speaker	R 848.00	R 0.00	R 848.00
Networking: Venue Hire	R 4,947.00	R 0.00	R 4,947.00
Secretarial fees	R 0.00	R 6,090.00	-R 6,090.00
Miscellaneous	R 1,639.00	R 0.00	R 1,639.00
<b>Total Expenses</b>	<b>R 21,567.00</b>	<b>R 6,090.00</b>	<b>R 15,477.00</b>
<b>Total Income</b>	<b>R 24,733.00</b>	<b>R 18,009.00</b>	<b>-R 6,724.00</b>
<b>Net profit/loss before tax</b>	<b>R 3,166.00</b>	<b>R 11,919.00</b>	<b>R 8,753.00</b>

### NOMINATION OF NEW COMMITTEE MEMBERS:

Two members have been nominated to serve on the Tshwane committee. They are Zelnierie Viviers of Aqua Tours and Yolanda Smit from The Blades. There were no objections to these nominations, and they were duly elected.

### MEETING CLOSURE:

The meeting closed at 10:30