



The Southern African Association for Energy Efficiency (SAEE)

Annual General Meeting Minutes

Venue: Saint Gobain, Centurion
 Date: 10 June 2015
 Time: 14:00

AGENDA ITEM		
1. Opening and Welcoming		
The SAEE President, Mr Karel Steyn, welcomed everyone to the meeting and explained the voting procedure, only SAEE members are allowed to vote on decisions being made.		
2. Attendance and Apologies		
Present	Attached is an attendance register	
Apologies	Jenny Esquino - The Organic Studio Canninah Mapena - Schneider Electric South Africa	Gerswynn McKiir - TIA Johan Venter - SAEE Board Member
3. Finalising of Agenda		
The agenda was accepted and the following item was added under general:12.1 Professional Body		
4. Acceptance of previous minutes		
The minutes from the previous Annual General meeting in 2014 were accepted; proposed by Andre Kroep and seconded by Sydney Zeederberg.		
5. Matters arising from previous minutes		
5.1 ECSA VA application		
Christi reported that the SAEE applied for ECSA VA and reported that the SAEE cannot be registered because 51% of its members have to be registered with the Building Council and the majority of the SAEE Board has to be registered with ECSA, therefore, the SAEE does not qualify to apply to become an ECSA VA.		
6. SAEE		
6.1 Constitution changes		
The changes to the SAEE constitution were distributed prior to the AGM to all SAEE members and non-SAEE members as per the existing constitution rules. The meeting accepted the proposed changes with a formal vote, only SAEE members have voting rights. The changes were accepted with 10, 0 against and 0 abstentions.		
6.2 Membership report		
Christi informed the meeting of the status of SAEE membership. There are currently 269 individual members, 62 corporate members and 2 premium members (Standard Bank and IEE Project (UNIDO))		
Christi also reported that membership numbers have increased since 2014 with 38 individual members, 14 corporate members and 1 premium member. Karel Steyn encourages non-SAEE members in the meeting to register as an SAEE member in order to receive the benefits that members receive, i.e. President's Newsletter with important links to information.		
7. Affiliates and Branches		
7.1 MVCSA		
Karel reported that the MVCSA had a meeting today (10 June 2015). It was noted that the membership criteria which provides for training, development and experience for its members document was developed and finalized by the		

MVCSA board and it was agreed that this document will be shared with their members.

7.2 Eastern Cape Branch

Karel reported on the Eastern Cape branch on behalf of Gareth Burley who is not all that involved with the SAEE anymore. It was noted that the Chairperson of the EC Branch, Bruce Munnings and the presenter of the SAEE's radio programme, Gareth Burley both have resigned. Gareth will however continue to present the Green hour for the SAEE. Karel thanked Gareth, in his absence, for the wonderful work he has done for the SAEE.

7.3 Females in Energy Efficiency (FEE)

Lisa Reynolds reported on the Females in Energy Efficiency (FEE). FEE was established as a division of the SAEE, supporting and celebrating the role of women in the energy efficiency industry. FEE assists career development activities for existing energy efficiency professionals and also enables young women aspiring to leadership roles in the industry to find mentorship for their career and was launched at the 2014SAEEEC. The first inaugural meeting was held on 25 March 2015 and the second meeting was held on 19 May 2015 where a committee was elected. The first committee meeting was held on 5 June 2015. The name may change to Females in Energy Management (FEM). Future events are planned and the FEE track at the 2015SAEEEC will be one of the focus points.

7.4 ESCOs

Hope informed the meeting that he had discussions with Eskom and IDM where it was proposed that an event will be organised for the development of ESCOs under the flagship of the SAEE with Eskom being the sponsor. This first event will be held over the course of two days, the first day will focus on the Mining Industry and the second day will focus on the Commercial Industry. The SAEE ESCO Division interim board will then also be established during this event. This interim board will be tasked to establish the criteria for its membership and any other related matters. Karel proposed that a track for ESCOs be considered for implementation in the 2015SAEEEC programme.

8. SAEEEC

8.1 2014SAEEEC

Erika reported on the 2014 Southern African Energy Efficiency Convention (SAEEEC) held on 12 & 13 November 2014 at Emperors Palace Gauteng.

All abstracts and papers received for the 2014SAEEEC went through a strict peer-reviewed process by the Technical Program Committee and Erika especially thanked Dieter Krueger, BBEnergy, for his assistance and support in this process.

Sponsors:

Corporate and governmental organisations joined hands during 2014 in providing the essential sponsorship funding to stage a successful 2014SAEEEC. AOS Consulting Engineers contributed as a Platinum Sponsor. The Department of Energy was a Gold Sponsor. The Industrial Development Corporation (IDC), NBI and Ensign joined as Silver Sponsors. The South African National Accreditation System (SANAS) and EOH signed up as Bronze Sponsors. Conference preparation technically supported by the South African- German Energy Programme (SAGEN) which is implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) by the German government.

Exhibitors:

The convention exhibition floor had 45 exhibition stands occupied by the following companies: AOS Consulting Engineers; BBEnergy Pty Ltd; Clarke Energy South Africa Pty Ltd; Department of Energy; Electromechanica Pty Ltd; Energy Training Foundation; Engen Petroleum Ltd; Eskom Holdings SOC Limited; Fire and Instrument Services Pty Ltd; Klüber Lubrication Pty Ltd; LDM Energy Pty Ltd; Lepapata Water Technologies; National Business Initiative; National Power Contractors; NCPC-SA; North West University; PEC Group; Remote Metering Solutions Pty Ltd; SAIEE; SANAS; Spirax Sarco; South Africa Pty Ltd; Voltex Pty Ltd.

Endorsers:

The 2014SAEEEC was endorsed by the following companies: AEE, SANEDI, SAAEs, REEEP, SAAEA, SAIMC and the Gauteng

Growth and Development Agency.

Media:

The 2014SAEEC media partners were: Asset Magazine , Engineering News, Mining Weekly, Electricity & Control, Chemical Technology, Sparks Electrical News, Energize, Vector, Green Business Guide, Kingfisher FM, Greenhour, ReSource, Simply Green, 25 Degrees in Africa, To Build, SA Building Review, ESI-Africa, Instrumentation & Control, Walls & Roofs, Architect and Specificator and SA Mechanical Engineer.

SAEE Annual Banquet and Awards:

The SAEE Annual Banquet took place on the first evening of the convention and the theme for 2014 was “Energy Superheroes”. The Banquet included the SAEE Award Ceremony and the following are the 2014 winners:

- Energy Company of the Year - Toyota South Africa
- Energy Patron of the Year - Dr Marco Lotz, Nedbank
- Energy Newcomer of the Year - BBEnergy Engineering
- Energy Project of the Year - Tronox Namakwa Sands
- Energy Excellence Award - Woolworths Holdings Limited
- Best Single Exhibition Stand – ElectroMechanica
- Best Double Exhibition Stand - Department of Energy

The SAEE would also like to thank ECS, Dr Mark Rawlings, for their contribution to the annual SAEE Scholarship Award. Erika invited the companies at this meeting to consider sponsoring student bursaries, the amount payable is negotiable.

The full report is downloadable on the SAEEC website at: <http://www.saeec.org.za/Downloads/2014SAEECReport.pdf>

Karel Steyn thanked Erika and her team for the excellent work done for the 2014SAEEC.

8.2 2015SAEEC

The 10th Annual Southern African Energy Efficiency Convention will be held on 11 – 12 November 2015 at Emperors Palace, Gauteng. The SAEEC price list were presented to the meeting and Erika informed the meeting that a ticket to the SAEE Banquet is not included in the 2015SAEEC registration fee. Erika also informed the meeting that the Convention is validated for 2 ECSA CPD points.

Sponsors:

The 2015SAEEC Sponsors are:

- Platinum Sponsor – Ensign
- Technical Sponsors – Swisscontact, Clay Brick Association, Swiss Agency for Development and Cooperation (SDC) and the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
- Delegate Bag Sponsor - Spiraxsarco

Endorsers:

The 2015SAEEC is endorsed by: AEE, TIASA, SANEDI, SAIEE, SAPP and SAAEA.

Media Partners:

The 2015SAEE media partners are: Walls & Roofs , Energy Forecast, Energize, Vector, Green Business Guide, Mining Weekly, Electricity & Control, 25 Degrees in Africa and Instrumentation & Control.

Training Track:

- Erika informed the meeting that a Training Track has been implemented in the 2015SAEEC programme, this is

to allow all training providers to showcase their training material. This initiative will also assist delegates to compare the available training opportunities in the industry. Erika requested the meeting if they have contact details of training providers to forward the details to her in order for Erika to invite them to the 2015SAEEC. All training companies have been invited to showcase course material to delegates. Spirax Sarco, EURem, EnTF, NCPC already committed to be involved.

- Convention tutorial by expert on the 10th of November 2015
- Ladies in EE attending the 2015SAEEC will be invited to a Breakfast on the 11th of November 2015
- Student development initiative is being considered. (Student projects on poster display, one page CV's for seeking employment, possible short presentations, presentations from industry leaders). The President indicated that it would be wonderful for sponsors to become involved here.
- Possible opening speaker – Tesla CEO: Elon Musk

SAEE Annual Awards & Banquet

Erika informed the meeting that the theme for the Awards will be elegant and celebrating the theme “10 powerful years”.

9. Media Relations

9.1 Website

Erika reported on the SAEE website, new look and feel with informative sections, SAEE News, Convention News and the Green-hour.

9.2 Green Hour

- 150th show at the end of June
- Green-Hour name has been trademarked and belongs to the SAEE

9.3 Media Agreements

The SAEE media partners are: Walls & Roofs , Energy Forecast, Energize, Vector, Green Business Guide, Mining Weekly, Electricity & Control, 25 Degrees in Africa and Instrumentation & Control.

- SAEE Members – free publications as part of SAEE membership benefits.
- SAEE Members should forward relevant articles to SAEE, to be publish in to negotiate publication.

9.4 Social Media

To date there are 135 likes on Facebook, 36 followers on the LinkedIn page and 349 Tweets and 40 followers on Twitter.

- Facebook: www.facebook.com/theSAEE
- Twitter: @theSAEE
- LinkedIn: <http://www.linkedin.com/company/the-southern-african-association-for-energy-efficiency-saee->

9.5 SAEE Newsletters

The SAEE distributes 4 newsletters per month. The new editor is Jenny Esquino from The Organic Studio.

- eeeNews (bi-weekly) - Companies may advertise on the newsletter in the advertising column.
- President’s Newsletter (bi-weekly) – Karel Steyn’s initiative to communicate to SAEE members and to share topical issues. Only SAEE members receive the links to “read more” articles.
- 2015SAEEC (promoting 2015SAEEC)
- Product Newsletters (on request and paid for)

Price List:

- | | |
|--|-----------|
| • eeeNews Listing | R 750.00 |
| • eeeNews Listing SAEE Corporate Members | R 500.00 |
| • Product Newsletter: Event Company | R3,500.00 |
| • Product Newsletter: Other Companies | R3,000.00 |
| • Product Newsletter: SAEE Corporate Members | R2,500.00 |

Karel proposed that perhaps a more general Industry relevant newsletter may also be implemented in future.

10. Financial Report

Sydney Zeederberg informed the meeting that the auditors did not complete the 2015 SAEF financial reports and apologized. This is a disappointment and a special AGM will be arranged, within two month, to discuss the financial status of the SAEF.

11. Training and certification

Karel mentioned that the SAEF itself will not certify or accredited specific training providers, courses or intervention, but that its Divisions (e.g. MVCSA) will do so. Training providers will therefore be certified or accredited by these SAEF Divisions. The SAEF will then promote where possible and against payment, these training and development interventions.

Karel informed the meeting that the SAEF is also considering creating a platform on the SAEF website for all training providers who would like to participate. However sponsors will need to be sourced to pay for the initial development and changes.. Participation will be dependent on regular payments and the platform will indicate which courses have been certified or accredited by the various SAEF divisions and which not.

The president also indicated that SAEF board members were involved with the development of the two energy job profiles (energy advisor and energy technician) undertaken by the EWSETA and other stakeholders. This is nearing completion and the energy industry has been invited to provide comments and inputs at various stages. This will have an impact on training providers.

12. General

12.1 Professional body for the Green Economy Karel explained that this is still in very early stages. Government is considering establishing a professional body that will register professionals within the energy industry. This will include all energy sources and applications, i.e. renewables, fossil, ect. Some SAEF members may need to broaden their expertise to become professionally registered. There are views that the SAEF could be converted to this body but this has not been agreed nor accepted as yet. Work has just started and a number of things still need to be clarified.

13. Next Annual General Meeting

A special financial meeting will be arranged within the next two months. The next AGM will be held during the same time in 2016.

14. Meeting Adjourned