



The Southern African Association for Energy Efficiency (SAEE)

Annual General Meeting

Minutes

Venue: Tiberius Room, Emperors Palace, Johannesburg
 Date: 9 November 2010
 Time: 14:00 – 15:30

| AGENDA ITEM | | |
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| 1. Welcome | | |
| Prof L.J. Grobler welcomed all members present. He asked all individuals to introduce themselves to the meeting. | | |
| 2. Attendance Register | | |
| Present | Prof. L.J. Grobler (President) Karel Steyn (Eskom) Lisa Reynolds (Saint-Gobain Construction) Sydney Zeederberg (Sasol Synfuels) Evan Dent (Endress + Hauser) Mario Kuisis (Martec) Ferdie Becker (Eskom) | Hope Mashele (ABSA) Annelie Pheiffer (SAEE) Erika Kruger (SAEEC) Christina den Heijer (Energy Training Foundation) Yolanda de Lange (Media) Sandra du Preez (MIEO) |
| Apologies | Gustav Radloff (Energy Cybernetics) Belinda Aslett (Schneider Electric) Dr Tsakani Mthombeni (Anglo American) | Michael Addinall (Bettalights) Benny Setati (Moela Consulting) David McGluwa (IDC) |
| 3. Finalizing of Agenda | | |
| The agenda was finalised. | | |
| 4. Acceptance of previous minutes | | |
| The minutes of the previous meeting was approved. Karel Steyn and Evan Dent seconded the motion. | | |
| 5. Annual Banquet and Award Ceremony 2010 | | |
| Annelie Pheiffer | Annelie presented a slide show on the banquet and explained that the banquet is the official opening of the annual convention. She gave an overview on the winners of all the different categories for 2009. This year the SAEE received little response for nominations and the issue was raised on what could have been the | |

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| | <p>reasons for this. Annelie explained that nominations opened in February 2010 already, and was advertised in the newsletter every month. Yolanda de Lange suggested that each nominee should be interviewed and their interview be published in the newsletter in order for other companies to be aware of accomplishments of nominees. This will hopefully encourage people to also nominate more projects. After discussions it was agreed upon to introduce a new category named 'Energy Project of the Year'.</p> | |
| 6. SAEE Hall of Fame | | Action |
| Annelie Pheiffer | <p>Annelie informed the members that the SAEE has introduced the Hall of Fame in 2009. The idea was a great success. This Hall of Fame has its own committee who gives valid inputs and opinions.</p> <p>The Hall of Fame has set minimum requirements for the nominee. The person has to be older than 35 years of age, and needs to be in the industry for longer than 15 years. After nominations were received, the committee evaluated and recommended the next recipient for the Ian Ernest Lane Hall of Fame award 2010. This will be awarded at the banquet on 10 November 2010.</p> <p>It was suggested that an actual 'Wall of Fame' should be displayed at the conventions in the future, where all Hall of Fame recipients should be noticeable with photos.</p> <p>It was agreed that if no worthy recipient was nominated, no Hall of Fame award will be presented, even if 3 years pass.</p> <p>Yolanda de Lange was asked to write a special feature on the new Hall of Fame recipient.</p> | <p>Annelie Pheiffer</p> <p>Yolanda de Lange</p> |
| 7. Student Bursary Report | | Action |
| Annelie Pheiffer and Erika Kruger | <p>Annelie and Erika presented the report on the student bursary program. They explained that 3 bursaries were presented in May, of which all 3 students had excellent profiles. A total of 31 applications were received for the 2010 student bursary program.</p> <p>A second round of bursaries was advertised for the 2011 program. These bursaries were advertised at all national universities, technical universities and colleges, which presented engineering and built environment courses. A total of 19 applications were received, of which 2 students were elected as worthy recipients.</p> <p>These bursaries were made available by the SAEE and one of its chapters, Mining & Industrial Energy Optimisation.</p> <p>The minimum requirements for student bursaries were explained. These bursaries do not necessarily cater for the best academic performance, but also the circumstances of the students.</p> <p>It was emphasised that the SAEE would be able to administrate bursaries for companies that would like to get involved. Yolanda was</p> | <p>Yolanda de Lange</p> |

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| | <p>asked to write an article on the subject for the monthly newsletter.</p> <p>It was recommended that students used the convention as an opportunity to market themselves as future employees. It was also proposed that students could advertise themselves on the SAEE website. This would create a network between the students and companies looking to recruit. This will be developed by SAEE administration staff.</p> | Annelie Pheiffer | | | | | | | | |
| 8. AEE Annual Awards 2009 and 2010 | | | | | | | | | | |
| Prof LJ Grobler | <p>Each year the AEE recognizing the outstanding accomplishments of their 71 Chapters.</p> <p>The SAEE received the following international awards in the past 2 years:</p> <table border="0"> <tr> <td>2009</td> <td>2010</td> </tr> <tr> <td>Best Chapter Newsletter</td> <td>Best Chapter Newsletter</td> </tr> <tr> <td>Best Chapter Website</td> <td>Best Chapter Website</td> </tr> <tr> <td>Most new Members</td> <td></td> </tr> </table> <p>Prof Grobler receives these awards in Washington, D.C. annually.</p> | 2009 | 2010 | Best Chapter Newsletter | Best Chapter Newsletter | Best Chapter Website | Best Chapter Website | Most new Members | | |
| 2009 | 2010 | | | | | | | | | |
| Best Chapter Newsletter | Best Chapter Newsletter | | | | | | | | | |
| Best Chapter Website | Best Chapter Website | | | | | | | | | |
| Most new Members | | | | | | | | | | |
| 9. SAEE Endorsements for 2010 | | Action | | | | | | | | |
| Annelie Pheiffer | <p>The SAEE get invitations from different energy conferences during the year, of which the SAEE gladly endorse. These arrangements have no financial obligations for either party and are purely give-and-take in nature. The concern however was that the SAEE never benefited from receiving these event attendance registers. These endorsements allowed advertising us on their website and marketing material, giving the SAEE good exposure, but not receiving their attendance register became an apprehension. It was decided that no endorsements will be signed in future, unless they are not willing to share their contacts, seeing that some of these events might be competition for the Association.</p> | Annelie Pheiffer | | | | | | | | |
| 10. Membership status Report | | Action | | | | | | | | |
| Annelie Pheiffer | <p>Annelie presented the meeting with a membership graph. (Please see document 1 attached.)</p> <p>21 New members were recruited by Energy Training Foundation. Memberships were received from individuals and companies attending SAEE activities like; Road shows, MIEO seminars, training and the convention.</p> <p>Involving Institutions as members made a positive difference in advertising the student bursaries.</p> | Annelie Pheiffer | | | | | | | | |
| 11. SAEE Demographic Survey Report | | | | | | | | | | |
| Sandra du Preez | Sandra discussed the report on the demographic survey, as presented on the slide show. (Please see attachment 2). | | | | | | | | | |

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| | <p>Problems identified from the survey were that the completion of the form might have been too long. It would in future be stated at the beginning of the survey how long the completion will take. Also, the need for a youth chapter was identified, as the involvement of young people is absent. Adding a competition to the survey would possible encourage many people to complete the survey, more marketing should be done to the public sector employees and the option for national diploma should be added to the education section.</p> |
| 12. Newsletter annual Report | |
| Action | |
| Annelie Pheiffer | <p>Annelie reported that the databases are currently 10531 active email addresses strong. This newsletter report on events, endorsements, training, the convention, and activities such as survey and voting.</p> <p>It was requested that the newsletter should be uploaded on the website. Also to begin a blog this will create more interaction between the SAEE and its website users.</p> <p>The newsletter gets distributed monthly with a reminder email that follows 2 weeks later. Jobs may be advertised on the newsletter at the cost of R500 per shot. This will link to the advertiser's website.</p> |
| 13. Road show Report | |
| Annelie Pheiffer | <p>It was reported that the SAEE held a road show in Middelburg on 6 and 7 May 2010, together with Columbus Stainless, as part of their energy awareness program amongst employees. The first day was exclusive to Columbus employees, presenting them with a SAEE presentation made by Hope Mashele, and an Industrial Theatre drama by Eskom.</p> <p>The next day was open to public, where 7 speakers delivered presentations on various energy topics. 8 Exhibitors were exhibiting, and a total of 987 delegates attended over 2 days.</p> <p>This was a very successful road show. The next road show will be on 4 March 2011, in Port Elizabeth.</p> |
| 14. SAEE Convention Report | |
| Erika Kruger | <p>Erika reported the following details on the 2010 convention:</p> <ul style="list-style-type: none"> • Confirmation of dates and venue. • Registration of delegates: A total delegates of 325 have already registered. 169 are paid delegates. • Exhibition: A possible 1002 companies in the energy efficiency industry were invited to exhibit at the SAEEC2010. Of the 50 exhibition stands which were original planned on the SAEE floor, plan only 39 have been allocated to 33 companies. The following companies will be at the show for the first time: Aztec, Kyasol, DQS, Diversity Power, Netelek (Pty) Ltd, Power Optimisa, Alpha Power Solutions CC. Electromechanic, Amecor Powerstar. A complimentary day-pass invitation has been sent out to our database and all other relevant stakeholders. • Sponsors: The sponsorship for lanyards and pouches for R 15 000, has been sold to Aurecon. A bronze sponsorship to the total of R 20 000 was |

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| | <p>sold to Exxaro. Netelek took a silver sponsorship to the value of R30 000.</p> <ul style="list-style-type: none"> • Speakers: 244 speakers have been indentified and been invited. 74 speakers have confirmed their participation. We have 6 international speakers, representing Germany, USA, India, UK and Canada. 28 of the 74 speakers will be presenting on the first time at the SAEE. • Media Partnerships: We have partnered with the following publications; EE publishers, Crown, AFM Online, Brook Patrick Publications and 25 Degrees in Africa. • Marketing: Yolanda de Lange, former editor of Electricity and Control, has been contracted to handle our Media and Info Centre at the SAEE. A comprehensive media plan has been put together, covering interviews with speakers, delegates and exhibitors. She will write articles on the latest trends in the industry and cover all awards and awardees by doing media articles on it. • Banquet: We have a record number of delegates who registered for the SAEE Annual Banquet and Awards Ceremony. The quests are excited to dress in “Shebeen Bling” and to join us for a night of excitement. <p>Erika thanked the President and the SAEE Board, stakeholders and co-workers for their hard work towards the SAEEC2010.</p> |
| 15. Bookstore Status Report | |
| Sandra du Preez | Sandra referred to the bookstore report. (Please see document 3 attached.) |
| 16. Energy Training Foundation | |
| | Action |
| Christina den Heijer | <p>Christina gave a full report on the certified courses.</p> <p>(Please see document 4 attached.)</p> <p>A pre-preparation course will come in next year. Over the years the pass rate was the same. It is an international examination; therefore the standards are extremely high.</p> |
| 17. Mining & Industrial Energy Optimisation | |
| Sandra du Preez | Sandra gave a detailed report on MIEO. (Please see document 5 attached.) |
| 18. Council of Measurement and Verification | |
| Karel Steyn | Karel gave a broad report on CMVPSA (Please see document 6 attached.) |
| 19. SAEE Financial Report | |
| Prof LJ Grobler | Prof Grobler gave feedback on the finances of the Association. The SAEE and SAEEEC were given separately. Referring to document 7, it could be seen that the SAEEEC’s funds were lower because of less sponsorship in 2010. |

20. General

- a.) The BEE Status of the SAEE was announced. We obtained a level 4 status.
- b.) The SAEE opened an ABSA Investment Advantage account with an interest rate of 6, 7% interest.
- c.) Annelie thanked Hope for representing the SAEE at the Middelburg Road show.

21. Next Annual General Meeting

The next Annual General Meeting will be held in November 2011. Time and venue to be confirmed early 2011.

22. Meeting adjourned

Individuals attended adjourned.