



S A E E

The Southern African Association for Energy Efficiency (SAEE)

Board Meeting

Minutes

Venue: Tiberius Room, Emperors Palace
 Date: 15 November 2011
 Time: 14:00

AGENDA ITEM		
1. Opening and Welcoming		
Prof. LJ Grobler welcomed everyone to the meeting		
2. Attendance and Apologies		
Present	Prof. LJ Grobler (SAEE President) Karel Steyn (Board Member) Lisa Reynolds (Board Member) Sydney Zeederberg (Board Member) Tsakani Mthombeni (Board Member) Edith Kikonyoga (MIEO Chairperson) Erika Kruger (SAEE) Danielle Badenhorst (SAEE) Yolanda de Lange (SAEE Media) Sandra du Preez (MIEO) Izelle Bosman (ETF) Mario Kuisis (Martec) Bruce Munnings (Africoast Engineers) Ferdi Becker (Eskom) John Belgrove (Eskom) Andre Kroep (Anglo Thermal Coal Projects) Khotso Pharoe (MK Energy)	Riezel Moller (ISPS) Mascha Moorlach (ERC) Jonathan Skeen (Emergent Energy) Fanie Steyn (ABB) Andrew Murray (Andrew Murray Consulting) Charles Murove (Vital Resource Management) Marius Bekker (Stellenbosch University) Manuel de Ponte (BVI Consulting Engineers) Cuvesh Dorasamy (Zest – WEG Group) Christo du Plessis (ABB) Gilles Dumont (Emergent Energy) Giel Faber (Vodacom) Andrew Hibberd (University of Cape Town) Adiel Jakoef (Stellenbosch University) Fires Janse van Vuuren (Samancor Chrome Metals) John Joslin (Smart Green Prosperity) Heikki Kervinen (ABB) Jyrki Leino (ABB)
Apologies	Evan Dent (Endress&Hauser) Steve Hearder (Eskom) Frank Spencer (Emergent Energy)	Peter Brummer (Redefine) David M. Mutonga (Synchroconsult Associates LTD) Howard Harris (Structatherm Projects)
3. Finalising of Agenda		
The Agenda was accepted and no points were added.		
4. Acceptance of previous minutes		
The minutes from the Annual General Meeting in 2010 were accepted by Lisa Reynolds and seconded by Sydney Zeederberg.		
5. Matters arising from previous minutes		
Prof. LJ Grobler explained that all matters were included in the agenda and will be discussed accordingly.		
6. Board strategy meeting		
Dr. Tsakani Mthombeni gave feedback on the strategic session held by the SAEE Board on 2 November 2011. The session was held to determine where the Association is directed for the next five years. MAC Consulting advised the board during the session. Dr. Mthombeni explained the two roles the SAEE would like to play within the next 5 years: <ul style="list-style-type: none"> • <u>Primary Role</u>: Become a force for developing the energy efficiency industry <ul style="list-style-type: none"> • Professionalism • Credibility • Quality Assurance • Accreditation (Courses and Trainers) • Certification (Trainees) 		

- Skills
- Education (although not as training provider)
- Secondary Role: Be the Number One networking organisation in energy efficiency

Dr. Mthombeni explained that the SAEE is already doing certification and should build on the credibility in order to move into a space of control. He further expressed the necessity of knowing who the members are and what they do. Prof. LJ Grobler noted the shift in the primary roles of the SAEE, but mentioned that networking will be an ongoing process. Prof. Grobler further explained that all courses affiliated with the SAEE will go through proper assessment and the certification and administration will be done by the SAEE.

7. SAEE

Action: Assessment

Prof. LJ Grobler

AEE Awards:

Prof. LJ Grobler gladly reported that the SAEE had been awarded the Best Overall Chapter of the AEE. He thanked the SAEE team and everyone involved for their effort and hard work.

Danielle Badenhorst

SAEE Membership:

Danielle Badenhorst reported the SAEE Membership numbers as follows:

Individual Members 260
Corporate Members 51
Institutional Members 23

Danielle explained that the lower number of Individual members is as a result of inactive members being written off with notice.

Danielle Badenhorst

Membership Benefits and Categories:

Danielle Badenhorst informed the meeting of the additional membership benefits that were added in order to enhance value for its members. She further explained the categories of premier membership that will be introduced in 2012. Corporate Members can climb the membership ladder by becoming a Premier Member. Premier Membership can be obtained in two manners:

1. Companies can make a once-off payment of the amount applicable to a certain category of Premier Membership to obtain the status.
2. Premier Membership can be obtained by the amount the company invests in the SAEE through various levels of participation. The company can invest through sponsorships, exhibiting the SAEEC, etc. The company will then obtain Premier status based on the value of its participation in the SAEE and all its activities.

Prof. LJ Grobler explained that the companies will receive visibility and recognition in line with their membership status.

Prof. LJ Grobler

Constitution:

Prof. Grobler mentioned the SAEE is revising the Constitution. He confirmed the revision will be done according to the findings of the strategic session held by the Board. The proposed changes will be circulated for comments after which the Board will finalise the Constitution during the Board Meeting, early 2012. The revised Constitution will be adopted at the Annual General Meeting in November 2012. Prof. Grobler stated the Board proposed that the chairperson or representative of all Chapters of the SAEE will be included in the SAEE Board. The proposal was accepted by the meeting. Therefore Edith Kikonyogo, MIEO Chairperson will be a new addition to the SAEE Board 2012/2013 and Karel Steyn, already an SAEE Board member, will represent CMVPSA.

8. SAEEC 2011

Convention:

Erika Kruger presented a full report on the SAEEC2011 and mentioned that 2011 will be the first year with a full two-day programme with 5 breakaway rooms on the first day and 4 on the second day. She was glad to report the following:

- 80 speakers
- 5 international speakers
- Co-Technical sponsorship from IEEE
- First Co-Technical Programme Committee
- 27 reviewed papers of which 13 were accepted

Prof. Grobler noted that more people are looking for Conferences that give recognition to papers.

Erika thanked all the sponsors of the SAEEC:

- Platinum sponsor: Technology Innovation Agency
- Gold sponsors: IDC and SANAS
- Silver sponsor: Schneider Electric
- Bronze sponsors: Exxaro and Dimension Data
- International speaker sponsors: Energy Cybernetics, Schneider Electric and DQS
- Osram Lighting and prizes
- Convention Bags: Energy Cybernetics
- Exhibition Infrastructure Branding: Complete Exhibitions

Erika was glad to report the 50 exhibition stands that represent 42 companies. The SAEE contracted the service of a sales representative who sold the exhibition stands. Erika named the 9 endorsers:

- AEE
- SAIEE
- SAIMechE
- SESSA
- NEEA
- IEEE
- GBCSA
- SAAEs
- SAAEA

Erika explained that the annual Banquet is the official opening of the Convention and Companies will be awarded in various categories.

Joint venture with TIA for Girls in Energy Technology:

Erika indicated the SAEE had a joint venture with the Technology Innovation Agency (TIA). Pupils from a secondary school in Addo, Eastern Cape were identified as the best pupils in Science in their respective grades. TIA, in collaboration with the SAEE, has identified two girls to attend the Southern African Energy Efficiency Convention the youngest guests. The girls were flown down from Port Elizabeth to Johannesburg and accommodated at Emperors Palace. The project is named "Girls in Energy Technology".

Prof. LJ Grobler thanked Erika for her hard work with the SAEEC.

Annual Awards:

It was reported that during the SAEE annual Banquet and Awards Ceremony held on 16 November 2011, companies will be awarded in the following categories:

- Energy Company of the Year
- Energy Newcomer of the Year
- Energy Project of the Year
- Excellence Award

Danielle mentioned nine nominations were received for the Energy Awards.

Scholarship Programme:

Annually the SAEE awards three bursaries of R15 000 to students in the field of Engineering, Built Environment and Environmental Studies.

Danielle reported there were 36 successful applications from the 51 that were received. These 36 applications were received from 12 Universities in Southern Africa. The top 10 students are from 7 different Universities.

The three top students will be announced at the SAEE Annual Banquet and Awards Ceremony on the evening of the 16th of November 2011 at Emperors Palace, Gauteng.

9. Media Relations

Newsletters and Printed Media:

Yolanda de Lange reported on the Media Relations of the SAEE and reported the SAEEC2011 had barter agreements with 5 publishers, 14 leading magazines. An SAEEC2011 advert was designed and placed with a distribution to about 121,025 persons with an estimated readership of 368,388 persons per advert inserted. These figures have been ABC audited. About 30 press releases were distributed for placement to 64 magazines.

The SAEE database of over 17 000 readers was used for online advertising. SAEE news for redistribution were sent to over 60 media houses/magazines and over 40 association in various sectors from building, electrical, mechanical, mining, solar, etc. Various relevant websites, Facebook and Twitter hosts SAEE news.

Green hour:

Yolanda was proud to announce that the SAEE started a national conversation on energy efficiency through a pilot project with Kingfisher FM in the Eastern Cape called the Green Hour. From 1st July there were 17 programmes with 17 studio guests and over 30 live and pre-recorded interviews. Yolanda explained a Blog was opened and information is hosted on social media such as Facebook and Twitter.

10.SAEE Chapters

MIEO Edith Kikonyogo	Edith Kikonyogo, MIEO Chairperson gave a report on the Mining and Industrial Energy Optimisation (MIEO) Chapter of the SAEE (please see document 1 attached). Mrs. Kikonyogo noted MIEO's role of information dissemination through seminars held over South Africa. The word was further spread by media coverage arranged by Eskom. She announced a change of the relationship between MIEO and Eskom in the New Year as Eskom decided to keep to its original intention of helping the MIEO to start up over a period of 2-3 years. Mrs. Kikonyogo explained that a proposal was made for the Chapter to affiliate with more bodies and seek independence but still be engraved in the SAEE. Prof. LJ Grobler confirmed that the SAEE has a certain constitution and that anyone who wants to align with the SAEE must intersect with the Constitution. Sydney Zeederberg added that, in short, the Constitution has to change.
CMVPSA Karel Steyn	Karel Steyn, representative of the Council of Measurement and Verification Professionals of South Africa (CMVPSA), reported on the CMVPSA Chapter of the SAEE (see document 2 attached). Mr. Steyn informed that the focus of CMVPSA is firstly to disseminate information and register professionals whom will ultimately receive SANAS accreditation for the body they work for. He further announced that the CMVPSA Annual General Meeting was held earlier that day and had presentations from Government and SANAS. A decision was made that there should be representation from the Government on the CMVPSA Board as well as from the Regulator, if possible. Mr. John Belgrove posed the question of what the documents' legal standing is locally. Karel Steyn explained that the SANS50010 is now the legal national standard as per SABS. The 12i tax incentives for industrial investments are larger than R200 million per project, as a compulsory energy efficiency component is incorporated in the overall project. The 12 L tax incentive, which is focused on any facility excluding residential owners, has been issued with the closing date for comments on 15 November 2011. Prof. LJ Grobler added that the SANS 50001 came out around June 2011 and is brand new. He explained the SANS50010 is the first official M&V standard in the world and South Africa has the first accreditation system for M&V bodies.

11. Energy Training Foundation

Izelle Bosman, from the Energy Training Foundation, gave a detailed report on the certified courses. Izelle announced that 12 training events were held in the past year with 275 delegates.

The Certified Energy Manager (CEM) course commenced in 2001. Four events were held the past year with 123 attendees and a pass rate of 64%. Certified Energy Auditor (CEA) course commenced in 2009. Five events were held the past year with 94 attendees and a pass rate of 64%. Certified Measurement and Professional (CMVP) course commenced in 2006. Two events were held the past year with 39 attendees and 70% pass rate. Certified Carbon Reduction Management (CRM) course commenced in 2010 with 19 attendees. There are 407 active CEMs, 115 CEAs, 106 CMVPs and 12 CRMs.

12. Board Elections 2012

The Board Bearers for the term 2012/2013 were announced as:

- Prof. LJ Grobler (President)
- Karel Steyn
- Hope Nga Mashela
- Lisa Reynolds
- Dr. Tsakani Mthombeni
- Sydney Zeederberg
- Edith Kikonyogo

13. Financial Report

Prof. LJ Grobler reviewed the budget of the SAEE for 2012. Dr. Tsakani Mthombeni stated that the budget should be viewed as a proposed budget and could change in order to align with the 5 year strategy. Prof. LJ Grobler further announced that the SAEE is no longer a non-profit organisation due to changes in legislation, but that an appeal is in process in order to revoke the status. He explained that it would not have an impact on the annual operations and that the appeal may take up to a year to go through the process. The meeting accepted the proposed budget.

14. SAEE 10 Year existence

The SAEE will celebrate its 10 year subsistence in 2012. The 10 year theme will be passed through the year and included in the SAEEC2012, as well as the Banquet. During the year the SAEE will introduce a logo celebrating this milestone. The theme will include pictures of past Conventions, Banquets, Award Ceremonies, Certified Training, meetings and more. Prof. LJ Grobler added that the 5 year strategy will incorporate the branding of the SAEE.

15. Local Eastern Cape Networking Group

Bruce Munnings presented a proposal for a local SAEE networking group in the Eastern Cape (please see document 3 attached). Sydney Zeederberg mentioned that it should be seen as a branch and not a chapter and that the SAEE should sort out the structures in order to think of regional branches. Yolanda de Lange explained that they do not want to break away from the main body and it is not the idea to dilute the SAEE. Dr. Tsakani Mthombeni appreciated the proposal and mentioned that the Board has to create tools and systems for regional branches to be created and must be incorporated in the 5 year strategy plan. Mr. Karel Steyn added that the proposal is not aligned with the Constitution and need to be dealt with a strategic and national level and address in a suitable approach. The question was raised if the activities should be kept on hold until the Board had reviewed the proposal. Prof. LJ Grobler proposed the activities continue and that the group should be used as a pilot project for establishing branches and whatever is established must be replicable in the rest of Southern Africa. Mr. Steyn added that the group should align with the vision and mission of the SAEE. The SAEE Board will hold a strategic session early 2012 in which the regional branches will be discussed so that a decision can be made. The SAEE EC will also hold a meeting early 2012. Prof. LJ Grobler thanked Mr. Munnings for his presentation.

16. General

Andrew Murray proposed that because the SAEE is a Chapter of the AEE, it should be negotiated that Individual Membership of the SAEE should automatically give membership of the AEE. Prof. LJ Grobler explained the way the AEE is set up and that this was not possible. Dr. Mthombeni added that it would be beneficial to make one payment for both memberships. Mr. Karel Steyn proposed the matter be looked at in order to pay local Rands for AEE membership. Mr. Murray mentioned AEE membership give little benefit to recertification and if the SAEE would give the same benefit it will not be necessary to be a member of the AEE.

17. Next Annual General Meeting

The next Annual General Meeting will be held in November 2012.