



MINUTES OF THE ANNUAL GENERAL MEETING OF 2015

The Annual General Meeting of the Southern African Gas Association was held on 16 October 2015 at the SAGA Office, 27 Princes Avenue, Windsor West, Randburg

The meeting commenced at 09:04.

WELCOME

The Chairman welcomed all the members and thanked them for attending. It was duly confirmed that all members received the AGM notice within the required time and the pack for download.

The members were duly reminded of SAGA's Anti-Trust Policy and Meeting Rules to which every member under the auspices of this AGM needs to abide to.

ATTENDANCE, PROXIES AND QUORUM

Present: 12 members attended (as per attendance register)

Apologies: 1 apology received (Eddie Cooke)

Proxies: 9 proxies received for which proxy forms were open for inspection. Proxies accepted by the AGM. Votes per proxy: 9 votes in favour and 1 only abstained of AFS.

Quorum: A quorum of 21 members was established with 12 members present in person and 9 proxies. The Chairman declared the meeting duly constituted. Otto Krieger **PROPOSED** and Riaan van der Walt **SECONDED**.

NOTICE OF MEETING

Notice of the Annual General Meeting 2015 and respective documentation is taken as read. The motion is agreed to unanimously.

CONFIRMATION OF MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING

Previous minutes of the meeting held on 26 September 2014 was reviewed and accepted as a true reflection of proceedings and confirmed. Linda Lotter **PROPOSED** and Wim van Zyl **SECONDED**.

The minutes were duly signed by the Chairman in the presence of the AGM. .



MATTER ARISING FROM THE PREVIOUS MINUTES

There were no matters arising from the previous minutes.

CONFIRMATION OF CHAIRMAN'S REPORT

The Chairman's report was provided to all members prior to the meeting and attached for record purposes.

The association remains aligned to its vision, mission, goals and strategy.

Selective items on the report were highlighted, further elaborated on and or brought to the attention of the AGM.

The Chairman's report as confirmed was **PROPOSED** by Trevor Lotter and **SECONDED** by Riaan van der Walt

CONFIRMATION OF THE ANNUAL FINANCIAL STATEMENTS ENDING 30 JUNE 2015

During the year the company incurred a net surplus of R689,249.00 compared to previous year surplus of R922,839.00.

The company's cash flow remained healthy with the cash resources (cash & cash equivalents) at the end of the year amounting to R3,043,887.00 compared to previous year of R2,381,042.00. No bad debt for FY15.

A provision has been made for pre-paid registrations for the amount of R37,400.00. This is a current liability which needs to be managed and reported on a monthly basis as part of the registration process.

There were no further comments or enquiries on the Annual Financial Statements.

The AFS was confirmed by the AGM. John Rundle **PROPOSED** Divan Pretorius **SECONDED**

APPOINTMENT OF AUDITORS FOR THE ENSUING YEAR

SAGA established internal auditing processes with Rademan & Associates to ensure and confirm sound financial business practices in line with Company Act and International Financial Reporting Standards (IFRS).

It was also confirmed by Rademan & Associates that SAGA is a BBBEE Level 4 contributor.

The AGM accepted the nomination of the auditors namely Rademan & Associates for the ensuing year and was duly confirmed.

Otto Krieger **PROPOSED** and Bradley Charles **SECONDED**



ELECTION OF COMMITTEE MEMBERS FOR THE ENSUING YEAR

The election of committee members was addressed and the Chairman requested nominations from the members to participate in the following board committees:

- Training and Competence
- Safe Gas Equipment Scheme

Divan Pretorius, Johan Rundle and Deon Giles were nominated for the Safe Gas Equipment Scheme

Otto Krieger was nominated for the Training and Competency Committee.

No further nominations received.

ELECTION OF DIRECTORS

As per the Memorandum of Incorporation (MOI), SAGA has four (4) Directors who were re-elected for another term in office.

Members were welcome to nominate persons to serve as Directors. Board of Directors will interview suitable incumbents. No nominations for directorship were received.

Directors are eligible for re-election but a maximum period of no more than nine (9) years, being three (3) consecutive terms of three (3) years each from date of the lodging the MOI will suffice.

No remuneration is paid to the current directors.

POINTS FOR DISCUSSION

- **Training with a difference using Industry Stakeholders**

The Association invited all interested members to a discussion around the subject whereby members were briefed on proposed changes to the approach to training impacting the current training model. The outcome of such discussions should realise how SAGA members could play a significant role within the training model to achieve a win-win for all as members, students and the industry at large. What better than engaging with industry role players, ploughing back experiences gained and ensuring best practices? All the above should ensure improved compliance elevating the level of safety within the Industry through knowledge sharing and experience. It will also demonstrate the benefit of SAGA to industry members.



- **Combustion and Fuel Handling Equipment for Training**

A request was tabled as to industry members assisting SAGA with equipment to realise a fully functional gas train inclusive burner management system. This will aid students with practical training which needs to dovetail the theory component of current courses. Any other equipment used in domestic and commercial environments would also be welcomed.

VOTE OF THANKS

The Chairman thanked the new and existing members for attending the AGM and for their time, effort and continued support entrusting the Board of Directors in managing the Association.

CLOSURE OF THE ANNUAL GENERAL MEETING

The formal proceedings were concluded in accordance with AGM proceedings as per the Company Act and MOI.

It is hereby duly recorded that all matters of compliance and matters raised by members were confirmed and fixed in the agenda and duly discussed. There being no further discussions the Chairman declared the meeting closed at 10:40

Signed as a correct and complete record of proceedings of the meeting.

Roy Lubbe
Chairman
Southern African Gas Association

Date

Attachment: Chairman's Report for SAGA's 8th AGM