



**The South African Society for Music Teachers
Die Suid Afrikaanse Vereniging van Musiekonderwysers**

MINUTES

Annual General Meeting held at The Council Chambers at The Music Department, Nelson Mandela University on 14 March 2019 at 11.00

1. The President, Lestie Hughes, welcomed all present at the AGM.
2. Notice of meeting: Notice of the meeting had been sent out in good time and thus was properly constituted
3. Attendance and apologies:
Present: 26 members.
Port Elizabeth centre: Lestie Hughes (President), Alethea de Villiers (Vice-President Eastern Cape), Anne Catt, Pierre Malan, Liezel Noah, Lynne Gouws, Lilian Zeelie, Curtleigh Koopman, René Zietsmann, Terry-Ann Jullies, Hanlie Young, Paul Richard, Liska du Preez.
Kroonstad: Erna Rademan (President-Elect)
Durban: Ros Conrad (Past-President), Tania Borman (Vice-President KZN), Marijke de Bruin, Saareen Roberts Young, Amina Carini.
Pretoria: Elma Britz (Executive Officer), Marietjie Hesse (representing Gisela Scriba, Vice-President Gauteng, Limpopo, Mpumalanga and North-West), Ewald Hesse, Pat Michels.
Tygerberg: Vaughan Pietersen (Vice-President Western-Cape)
North West: Tinus Botha (Editor, *The South African Music Teacher*)
Apologies: Hans Potgieter (Vice-President Free State and Northern Cape, and Gisela Scriba Vice-President Gauteng, Limpopo, Mpumalanga and North-West will only arrive on Friday due to responsibilities at work. Rupert Mayr also sent his apologies.
4. Personalia:
 - a. Honorary member, Past-President and previous chairperson of Standing Committee, Marie Gaerdes passed away on 30 January 2019. Her memorial service was attended by many SASMT members and Pretoria, Johannesburg, Durban, Port Elizabeth and Tygerberg Centres contributed towards flowers for the service.
 - b. Bertha Spies' husband recently passed on.
 - c. A moment of silence was observed.
 - d. Diane Heller turned 90 on 5 February 2019, had been admitted to hospital recently, but is doing well now. We are thinking of her.
 - e. Pierre Malan gave regards from his father, Japie Malan (100), one of our Past-Presidents.
5. Standing orders were read by Lestie Hughes (President)
6. Additions to the agenda.
 - a. Acceptance of new members by centre secretaries and/or standing committee. (Lestie)
 - b. Create an exclusive 'Special Award' for people who have previously been excluded from SASMT, but who are doing good work in music education and tuition.

- c. Composers and/or catalogues of compositions on the SASMT website.
7. Voting Powers: voting powers of Centres: one vote for every 10 members or part thereof.
Durban 8; Kroonstad 1; Port Elizabeth 4; Pretoria 9; Tygerberg 9; Eden College 1; Frank Pietersen 1; NMU 1; NWU 2; St. Mary's DSG Kloof 1; Summerwood 1.
8. Notice of Motions: To be dealt with under 12 below. (*See separate document with motions attached*)
- Motion 1: The Johannesburg Centre would like Conference to reconsider the role of Institutional Centres and its effect on centres. (Johannesburg centre)
 - Motion 2: Problems for Centres with information on new members when they apply online. Queries concerning the R100 joining fee (Johannesburg centre)
 - Motion 3: All members of a new Institution, should, where at all possible, receive a welcoming notice from the Database Administrator, upon acceptance of the Institution's application for membership (Port Elizabeth centre).
9. Minutes of AGM held on 5 April 2018 at 13.30 at Eden College, Durban and at 6 April 2018 at 8.00 at the Durban Jewish Centre.
- Confirmation of Minutes
Proposed as accepted by Marietjie Hesse.
Seconded by Alethea de Villiers.
 - Matters arising from 2018 AGM
 - Pierre Malan suggested that all communication be shared with all members of the organisation. This suggestion was accepted. Minutes must be emailed to all centres. Ewald pleaded that minutes should be made available soon after conference.
 - 9.b.1 Updated Website: Elma Britz suggested that we should make a concerted effort to raise money for this cause. She suggested fundraising performances. It is felt that the SASMT website urgently needs a facelift and upgrade with links to Facebook, Twitter, YouTube, etc. Marijke de Bruin, Tania Borman, and Ewald Hesse will form a subcommittee, tasked with investigating and developing a new vibrant website. Hannes Visagie (NWU) also will be consulted.
 - 9.b.2 SACE After discussions with SACE and the SAOU, Erna Rademan reported that individuals with an apposite qualification, who do NOT have a professional qualification, like PGCE or HED, are in fact able to register with SACE, due to the following clause in the PAM (Personnel Administrative Measures) document. (PAM is the most important document of policies, rules, laws regarding Education in the country):

B.3.2.1.3 Notwithstanding the requirements set out in paragraph B.3.2.1.1 and B.3.2.1.2, a person appointed to anyone of the following posts, is not required to be a qualified educator but must comply with the relevant requirements for appointment as set out in the document "Criteria for the Evaluation and Recognition of Qualifications for Employment in Education".

A list of 22 practical subjects displays MUSIC next to letter (n)
(n) Music

Erna explained that these individuals will be full and permanent members of SACE and are even eligible for promotion posts within the subject of Music. Immediately after receiving a SACE number, they should register on the CPTD portal and start accumulating points for an annual 1% increase. She reiterates that irrespective of this concession for teachers of practical subjects, students should be strongly advised to pursue PGCE, since it will improve their chance of placement in a permanent post dramatically.

Erna also brought it under the attention of the AGM that all persons who seek SACE registration must submit a certified copy of a SAPS clearance certificate from 1 January 2019.

Erna Rademan must assist the EO to draft a document that could be sent to all members of the society, to inform them about the findings on the matter.

Motion 1: The roles and responsibilities of Directors. The matter is referred to the post-Conference Council meeting.

Motion 5: Reduced Capitation fee for dual members: Since the motion had been misunderstood by Standing Committee, it was referred back for further consideration. The concept was accepted, but the detail of implementation was referred to the post-Conference Council meeting.

Motion 7: Membership drive for diversity: Lestie Hughes created a PowerPoint presentation and drafted letters addressed to school principals for use of Regional Vice-Principals for dissemination in their regions. Elma Britz requested that Vice-Presidents report back on progress regarding this issue in their reports to conference. Feedback so that people can share in success is very important. The EO is to draft a circular annually, reminding all Centres of their responsibility in this regard.

Motion 8: *The South African Music Teacher (SAMT) Magazine*:

Results of the survey conducted regarding the publication of the magazine showed that 80% of members who responded, were in favour of a digital SAMT. The membership directory will be published, both in digital and printed formats.

Motion 9: Benefits for members

Alethea (PE) explained that their members attend meetings and presentations free of charge; only non-members must pay. Marijke de Bruin suggested that this responsibility should be taken to Centres, to find benefits for their members close to home. Vice-Presidents should report back on how they handled this matter.

12. Motion 12

Convincing government that Music posts should be reinstated in all schools: Erna reported that no progress had been made in this long-term project. She will team up with Yvonne-Marie Brand and together they will try to get their message heard.

12. Motion 13 That all Regional VPs and Centres be asked to actively pursue a greater presence in the press and electronic media (English, Afrikaans and other languages, where relevant), so that our name can become widely known. EO will draft a circular about media presence. VP reports must reflect attempts at broadening their media presence. All members are encouraged to brag unashamedly.

10. Scholarships and prizes:

a. Winners 2018: As a result of higher interest rates gained during the passed year, all the awarded amounts could be raised to higher amounts than minuted in the previous AGM minutes.

- i. Gladwell Scholarship: Saxophone Cameron Williams US R14 500
- ii. Ellie Marx Scholarship: Violin Tesmarie Jansen van Vuuren UP R 7 000
- iii. David Reunert Bursary: Piano Throy Pietersen US R1 700
- iv. Kathleen Irish Scholarship: Piano Landi Schaap UP R15 000

b. Deadline for entries is 30 September 2019.

11. Reports:

a. EO Report: Elma Britz presented her report to the AGM. *The entire report is available for interested parties.*

The Society gained 42 new members.

Mariana Schoonderwoerd established a new ordinary centre with 17 members in Ekurhuleni.

i. Financial statements for the year ending 30 November 2018.

The independent reviewer from the auditing firm, Dekker and Associates, commended the EO on good management of the financial matters of the SASMT. The society is in a much better position financially, than the previous financial year due to

an increase of members and higher rate of payment, including late payments from the previous year.

After showing a deficit of R32 548.97 in 2017, we now show a surplus of R15 877.85.

- ii. Investments - The investments in our bursary funds showed growth, with Kathleen Irish showing the best growth

The capital account (fixed deposit) on the benevolent fund showed a growth of R16 309.15.

- iii. Annual subscription to Head Office (Capitation fees) 1 December 2018 to 30 November 2020 (Two tables):

Capitation fees from 1 December 2018 to 30 November 2019 (Two tables)

TYPE	FEES	SAMT	BENEVOLENT FUND	COUNCIL	TOTAL	PAID BEFORE JUNE
Professional	R110	R66	R18	R44	R238	R215
Supporting	R66	R66		R28	R160	R145
Student	R44	R35		R28	R110	R95
Independent	R110	R66	R18	R44	R238	R215
Institutional per member	R68	R66		R44	R178	R160

Capitation fees form 1 December 2019 to 30 November 2020

TYPE	FEES	SAMT	BENEVOLENT FUND	COUNCIL	TOTAL	PAID BEFORE JUNE
Professional	R130	R78	R21	R51	R280	R266
Supporting	R79	R79		R32	R190	R180
Student	R53	R43		R34	R130	R123
Independent	R130	R78	R21	R50	R280	R266
Institutional per member	R81	R79		R50	R210	R200

- iv. Budget: *Compiled by Dekker & Associates Auditors See attached (Addendum)*

The society's BBBEE (Broad Based Black Economic Empowerment) status poses a problem for prospective donors.

Members ask for the financial statement to be sent out in good time, before the AGM, in order for them to make meaningful contributions.

- v. Suggested minimum professional tuition fees for 2020. The AGM decided to keep fees unchanged for 2020. R350 per hour for individual tuition and R150 per hour for group lessons with a minimum of 3 and a maximum of 5 learners.

- b. *The South African Music Teacher Magazine (SAMT)*

- i. Editor's report was delivered by Prof. Tinus Botha.

- ii. Survey on Digital or printed Magazine. The result was overwhelmingly in favour of a digital magazine. The new graphic artist, Hannes Visagie has quoted R 11 000 for the layout and design. There will be ± 50 printed copies for libraries, schools and those who requested hard copies.
Edwin Randall, who now lives in Australia, composed two pieces for the magazine. For the moment it will be distributed to members to their individual email addresses per pdf.
- iii. Advertising fees: There was a dramatic drop in advertising revenue from the previous year due to restrictions on budgets and queries by companies regarding the SASMT's BBEEE status. The EO has communicated the SASMT's policy of non-discrimination and inclusiveness to SAMRO and the University of Stellenbosch after consulting with a lawyer who specialises in matters concerning BBEEE. SAMRO replied that the CEO wanted to discuss the letter personally, but a meeting has yet to be arranged while no reply has been received from the University of Stellenbosch to date.
- iv. Postage and packaging will only be relevant for the 50 printed magazines. About 40 Magazines were again returned undelivered because either they had not been collected within 30 days from the Post Office or addresses have changed without the SASMT having been notified.
- v. It was suggested that the money saved on printing and postage, may perhaps be used for website updating and/or a possible mobile SAMT app.
- vi. The deadline for articles for issue 154 is 30 November 2019 and for the Membership Directory list, 31 January 2020.
- c. Exco and Standing Committee reports: To be emailed to all members by EO.
- d. Regional Vice-Presidents reports: To be emailed to all members by EO.
 - i. Gauteng, Limpopo and Mpumalanga
 - ii. Free State and North West
 - iii. KwaZulu-Natal
 - iv. Eastern Cape
 - v. Western Cape
- e. Benevolent Fund:
The trustees were appointed.
- f. National Youth Orchestra: Diane Heller has resigned from the board. SASMT hopes that they will allow us to still have representation on their board. The Pretoria centre will be tasked to advise on the choice of a suitable replacement.

12. Discussions of motions:

MOTION 1

The Johannesburg Centre would like Conference to reconsider the role of Institutional Centres and its effect on Centres.

Motivation:

There are a number of Institutional Centres based in Johannesburg. The teachers affiliated to an Institution are not a part of our Centre membership and thus do not receive any notification of our activities. This means they do not participate in the activities of our Centre. We, in fact, are not sure, what the benefits of an Institution are to either the Institution or the local centre. A large number of teachers are not joining the SASMT because they are part of an Institution. Most teachers, these days, are employed in Schools or Institutions. Fewer teachers are teaching privately. This is adversely affecting the membership of Centres.

We would like Head Office to consider changing the status of Institutional Centres.

Johannesburg Centre would like it to be a requirement that members of an Institution must join their local Centre. The Centre e.g. Johannesburg Centre would consider giving a group discount to Institutional Centre members and Head Office could give a commensurate discount for capitation fees.

Resolution: The motion was rejected. The webmaster will, however, change the program so that the person who has the password of a centre, can now also see all the info, including e-mail addresses, of Institutional members of their region. The issue of dual membership was discussed. The meeting decided to add a new category of membership for with special discount rates for members who prefer to have membership for an institution as well as individual membership of a Centre.

MOTION 2

Problems for Centres with information on new members when they apply online.

Queries concerning the R100 joining fee.

Motivation:

1. Information about new members should be sent to the Centre Secretaries once an application has been confirmed. The centre secretary requires a hard copy with all the relevant information on a new member so that centre records can be updated. Currently this is not being done.

2. New members are required to pay their subscription to the centre with their membership application. Johannesburg centre would like to know what the purpose of the R100 joining fee is.

Resolution: The motion was rejected and seen more as an inquiry for information.

Secretaries cannot be supplied with hard copies of applications as this implies unnecessary duplication.

MOTION 3:

All members of a new Institution, should, where at all possible, receive a welcoming notice from the Database Administrator, upon acceptance of the Institution's application for membership (Port Elizabeth centre).

Motivation: A gesture of this nature would (i) create an awareness of being part of the SASMT and its activities through the Institution and (ii) foster a personal sense of belonging to the SASMT team.

Resolution: Approved. It will be done manually by the Webmaster/Database administrator.

13. ISME 2018 Conference in Baku in July 2018. Elma Britz attended and reported that it was extremely beneficial. Link to ISME is available on the SASMT website: www.sasmt-savmo.org.za/isme.org

14. PASMAE 2019 Regional conference, July 1 - 5 in The Seychelles.

Elma Britz encouraged that SASMT should spread their wings wider, to become part of international organisations to which the SASMT is affiliated, e.g. ISME and PASMAE. Information regarding PASMAE is available on the SASMT website: www.sasmt-savmo.org.za/pasmae.africa.

15. Election of Office bearers 2019 – 2020. The following persons were elected unanimously:

e. President-elect: Gisela Scriba

f. Regional Vice-Presidents:

i. Gauteng, North West, Mpumalanga and Limpopo: Stephan Gericke (Pretoria)

ii. Free State and Northern Cape: Hans Potgieter

iii. KZN: Tania Borman

iv. Eastern Cape: Alethea de Villiers

v. Western Cape: Vaughan Pietersen

g. Executive Officer: Elma Britz.

h. Standing committee: Chairperson, referred to the Post Conference Council meeting.

i. Webmaster and Database Administrator: Ewald Hesse

j. SAMT Editorial:

i. Editor: Tinus Botha

ii. Co-editors: Erika Bothma, Ronel Bosman, Priscilla Crundwell, Nella de Waal. Referred to the Post-Conference Council meeting.

iii. Business manager: Elma Britz

12. Life Memberships and Honorary Memberships: no nominations were received.

13. Date and Venue for the 2020 AGM: 18 to 21 March at North West University.

14. General

a. Acceptance of new members by centre secretaries or standing committee.
If an application is made on hard copy, it should be scanned and emailed to the EO.
Only standing committee may approve new applications and they are also responsible for setting the two flags: Active and Accepted. Centre Treasurers are to set the 'paid' flags

b. Create an exclusive 'Special Award' for people who have previously been excluded from becoming members of the SASMT, but who are doing good work in music education. Referred to the Post Conference Council meeting.
Pierre Malan suggested the implementation of a '*Teacher of the year award*'.

c. The Database Administrator asked about the page on composers and/or catalogues of compositions on the SASMT website. Refer to post-Conference.

15. Vote of thanks: The President-elect, Erna Rademan presented a vote of thanks to the staff of the NMU Music department, Exco and Standing committees for the organisation of the Conference.

16. Closure: The meeting adjourned for tea.

Lestie Hughes(President)

Elma Britz (Executive Officer)

Addendum:

Budget

	BUDGET 2017	ACTUAL 2017	BUDGET 2018	ACTUAL 2018	BUDGET 2019
INCOME	174,500	151,297	180,000	164,101	165,000
Membership	132,500	96,798	128,000	131,850	135,000
Conference	7,000	10,630	12,000		
Donations		4,790	0	4,350	0
Magazine	35,000	39,000	40,000	27,9000	30,000
EXPENDITURE	170,900	178,846	180,000	149,723	164,000
Accountancy	5,000	4,560	5,000	5,175	5,500
Bank charges	1,700	1,813	2,000	1,645	2,000
Donation		4,250	0	0	0
Flowers & gifts				605	0
Honorariums	45,000	47,344	50,000	53,000	56,000
Legal fees		650	0	0	0
Magazine	62,000	44,965	50,000	53,658	57,000
Membership	1,700	0	0	0	0
Admin	13,000	6,290	7,000	0	5,000
Secretarial fees	3,500	6,036	0	3,086	3,000
Conference	38,000	61,914	65,000	31,356	35,000
Web hosting	1,000	1,024	1,200	1,098	1,200
SURPLUS (DEFICIT)	3,600	(27,549)	(200)	14,378	300

