



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

MINUTES

**Annual General Meeting 2 April 2017 at the Frank Pietersen Music Centre Sanddrift
Street, Paarl at 14.15**

1. Welcome: The President extended a hearty welcome to all present.
2. Notice of Meeting: Notices were sent out and thus the meeting was duly constituted.
3. Attendance and apologies:
 - a. Attendance: Vaughan Pietersen (President), Marietjie Hesse (Past President), Ros Conrad (President-elect), Elma Britz (Executive Officer), Marié Gaerdes (Chairperson Standing Committee), Gisela Scriba (Vice-President (Gauteng, Mpumalanga, North West and Limpopo), Carol Solomon (Vice-President (KZN), René Zietsmann (Vice-President Eastern Cape), Heiletta Schoeman (Representing the Vice-President Free State and Northern Cape), Carin Brand (Vice-President Western Cape), John Roos (Editor SAMT), Ewald Hesse (Webmaster and web administrator), Michael Stack (Non-member), Hilda Boonzaaier (Tygerberg), Carika de Swardt (St Johns institutional centre, Pietermaritzburg), Lestie Hughes (Port Elizabeth), Anita Rohwer (Pretoria), Mariëtte Beyers (Tygerberg), Inge Witenberg (Frank Pietersen Music Centre), Glen Morton (Frank Pietersen Music Centre), Amina Carini (Durban), Tania Borman (Durban), Arno Jones (Frank Pietersen Music Centre).
 - b. Apologies: Hans Potgieter (Vice-President Free State and Northern Cape), Diane Heller (Johannesburg), Heloïse Thorburn (Johannesburg).
4. Personalalia: The Chairperson of the SASMT Directors, Prof. Douglas Reid is recuperating from a stroke; his wife, Sylvia also suffered a light stroke after he had been released from hospital.
 - c. The following members of the SASMT and well-known musicians have passed on and obituaries appeared/will appear in *The South African Music Teacher issues 151 and 152*:
 - i. Johan Botha
 - ii. Ivan Kilian
 - iii. Derek Ochse
 - iv. Dolly Heiberg
 - v. Carol Stranex
 - vi. Adolph Theron
 - vii. Mariette Verryn
 - viii. Tertia Jacobs
 - ix. Milton Oersen
 - x. Johann Potgieter
 - xi. Paul Loeb van Zuilenburg (Snr)
 - xii. Jan Neumeier

- xiii. Myra Horn - Obituaries of the last three members will appear in the #152 issue.
5. Standing orders were read.
 6. Additions:
 - a. Add motions 6 and 7
 7. Voting Powers: voting powers of Centres: one vote for every 10 members or part thereof.
 8. Notice of Motions: The following motions were received to be tabled at the AGM:

Motion 1

That EXCO and Standing Committee, in collaboration with the Webmaster, investigate ways of making the website more visually appealing, easier to navigate, and accessible from all current electronic devices, to attract new members, and in particular, young members. The motion was referred to Exco and Standing Committee.

Durban Centre.
Proposed Tania Borman; seconded Amina Carini.

Resolution: That, in consultation with a graphic designer, the website be simplified to a more modern and visually attractive design.

Motion 2

Proposed: EO and Standing committee
Seconded: M Gaerdes

Motion: That all official communication be sent to the EO and the President for editing and approval.

Motivation:

- To standardize communication with the registered logo and address, we need to assure the correctness of outgoing communication in line with the SASMT constitution and house rules.
- It is important to maintain and build good relations with both members, members of the public and our valuable sponsors. Public relations should always be of the highest quality, avoiding all misunderstandings.
- To ensure the professional image of the SASMT as an organization that works for the benefit of its members and its service to the public.

Resolution: The motion was amended, and the following was resolved: That officials ensure that all communication display the correct professional image of the SASMT by using the registered format; it can be downloaded from the SASMT website.

Motion 3

The Durban Centre tabled a motion regarding the reduction of capitation fees to head office. This motion was accepted by Council. It was thought that, however unlikely, Exco and Standing Committee consider whether any savings were possible, especially attendance at Conference and the SAMT Magazine.

Motion 4

That there be a policy that if something affecting members is to be changed (e.g. physical addresses were omitted from the previous issue of the SAMT), that all Council members be consulted about such a change before a final decision is made.

Motivation:

Centres are sometimes taken by surprise by things that have changed, and have to answer to their members. It is the members at Centre level who are aware of the implications of certain things, so they should be asked for comment through their Regional Vice-Presidents.

Durban Centre.

Proposed Sandra Breschi; seconded Rose Matier

Resolution: Ros Conrad withdrew this motion. Members are, however, urged to regularly read email messages, circulars and to consult the website to stay in the loop.

Motion 5 (Tygerberg)

SAVMO moet registreer as 'n diensverskaffer van "SACE" sodat "CPTD" punte verdien kan word as lede vergaderings en kursusse bywoon.

Motivering:

Musiekonderwysers het min geleentheid om kursusse by te woon wat op hul vakgebied van toepassing is.

Resolution: To be investigated (Carin Brand and Vaughan Pietersen) and implemented (Council and head office).

Motion 6 (Tygerberg)

SAVMO moet as 'n PBO (Public Benefit Org) geregistreer word.

Motivering:

Die PBO nommer is noodsaaklik indien daar vir fondse aansoek gedoen moet word, soos byvoorbeeld vir SAMRO Hubert van der Spuy Nasionale Musiekkompetisie.

Besluit: Aanvaar vir implementering deur hoofkantoor in samewerking met SAVMO se ouditeure.

NB. Registration needs to be updated at CIPC. Ros Conrad suggested that Directors should ideally be elected from members of Council to allow their attendance of Conference and included in the conference budget. The current budget does not allow for the costs of directors' travel and accommodation. No decision was taken.

Motion 7

Exco be asked to initiate an investigation into a suggested fee structure for a) composers and b) arrangers, to ultimately be available on the SASMT website as guidelines for teachers, composers and arrangers.

Motivation:

Currently no guidelines available.

Resolution: More information is needed before a recommendation can be made. Stephan Gericke, René Zietsmann and other concerned members to investigate.

For discussion (EO):

- Non-compliance of officials: It is a problem that some officials do not submit required documents on time. Only after numerous emails, circulars and phone calls do they comply. Some secretaries and treasurers have been in the position for many years but are still not co-operating. In this regard, I also get complaints from members that they never get communication from certain centres.

In at least one instance a new member has resigned from the SASMT because of a lack of communication from the centre official.

Resolution: That a letter be sent to specific officials from the President requesting compliance according to the constitution and duties in line with the SASMT House rules.

- Should two portfolios be held by the same person for many years even though they present with this type of behaviour?

Resolution: Exco and Standing Committee to investigate and make recommendations for adoption in the House rules.

For discussion (Durban):

- That all Motions of an ongoing nature that are passed at the National Conference, be recorded somewhere as well as in the minutes, so that they can be implemented and adhered to until they are rescinded or are no longer deemed necessary.

We seem to forget about decisions that have been made, and frequently seem to be “re-inventing the wheel”, suggesting things that have already been accepted. Many good ideas have been put forward over the years, but they are not carried forward when there are changes of office-bearers.

Resolution: EO to compile and circulate.

9. Minutes of AGM held on 2 April 2016 at the Enoch Sontonga Conference Complex, Unisa Sunnyside Campus
 - a. Confirmation of Minutes: Proposed by Ros Conrad and seconded by Marietjie Hesse
 - b. Matters arising
 - i. New Members’ joining fee: To be implemented
 - ii. Benevolent fund contributions for Institutional members: Rescinded
 - iii. List of Eisteddfods and Music Festivals.¹
10. Scholarships and prizes:
 - a. Winners 2016:

¹ See addendum 3

- i. Gladwell Scholarship: R12000.00, Cameron Williams (Saxophone).
Teacher: Arisa Voges:
 - ii. Kathleen Irish bursary: R12000.00, Yohan Chun (Piano).
Teacher: Francois du Toit (UCT)
 - iii. Ellie Marx bursary: R5000.00, Tesmarie Jansen van Vuuren (Violin).
Teacher: Zanta Hofmeyr (UP)
 - iv. David Reunert Bursary: R1500.00, Mieke Struwig (Clarinet). Teacher:
Gareth Williams (NMMU)
 - b. Available Bursaries for 2017:
 - i. Gladwell Scholarship R12000.00
 - ii. Ellie Marx bursary: R5000.00
 - iii. David Reunert: R1500.00
 - iv. Kathleen Irish: R12000.00
 - c. Deadline for entries 2017: To be determined by Standing Committee
 - d. Bursary for needy students
11. Reports:
- a. Executive Officer. The EO read her report including²:
 - i. Bank accounts
 - ii. Financial Statements and Budget
 - iii. Investment of Bursary Funds
 - iv. Annual subscription to Head Office (Capitation fees). **Note regarding Capitation fees for 2017³:** As per a motion adopted in 2014, the following capitation fee structure is to be kept the same as the SASMT budget of 2016, despite the auditors' recommendations of an 8% increase:

Capitation Fees for 2017:

Type of Membership	Fees	SAMT	Benevolent Fund	Council	Total	Early bird payment
Professional	100	60	16	40	216.00	194.40
Supporting	60	60		25	145.00	130.50
Student	40	32		25	97.00	87.30
Independent	100	60	16	40	216	194.40
Institutional Centres per member:	62	60		40	162.00	145.80

- b. Suggested minimum professional tuition fees: It was proposed that the SASMT raise the suggested hourly teaching fee to R320.00 for individual lessons and R140.00 for group tuition with a maximum of 5 learners in a group.
- c. SAMT
 - i. Editor's report: John Roos presented a report on the Magazine issue 151
 - ii. The editors need more information regarding centres and institutions
 - iii. Deadline for issue 152: September 2017

² See Addendum 1

³ That the capitation fees be approved for two consecutive years to enable Exco and Centres to draw up their budgets in advance rather than retrospectively.

- iv. Advertising fees: The Magazine needs more advertisers to cover costs
 - v. Postage & Packaging costs are very high and centre secretaries need to update addresses regularly to avoid undelivered returns
 - vi. Directory list (POPI act): The Standing committee chairperson and the EO have consulted various attorneys regarding the SASMT's position regarding the POPI act and its members. The EO informed the meeting about the outcome of these deliberations and read a letter received from Prof. Marinus Wiechers' explaining his interpretation of the act. His comments are to be incorporated in a letter to all new applications⁴.
- d. Exco and Standing Committee reports (available for perusal)
 - e. Vice-Presidents reports (available for perusal)
 - i. Gauteng, Limpopo, Mpumalanga and North West
 - ii. Free State and North West
 - iii. KwaZulu Natal
 - iv. Eastern Cape
 - v. Western Cape
 - f. Committee for Music examination at Unisa – The EO reported that according to Dr Jeffrey Brukman, this committee has dissolved during the past year.
 - g. SACE Registration and Professional Development of Music Teachers: Tygerberg Centre AGM - Hilda Boonzaaier
 - i. Carin Brand reported regarding efforts to get the Hugo Lambrechts Centre registered at SACE; Vaughan Pietersen also has contact with PGCE; SASMT members' SACE numbers should appear on our attendance list.
 - h. Benevolent Fund - John Roos reported on his fund-raising project with the decorated old cello and the handsome amounts that are deposited to the Bank account as a result. The EO reported that an amount of around R1000 had been received from the Durban Centre. Other Centres are urged to follow suit.
 - i. National Youth Orchestra: Report from Diane Heller (available for perusal).
12. ISME 2016 Conference in Glasgow, Scotland 24 – 29 July 2016 ISME – Before the 2016 Conference in Glasgow, Scotland 24 – 29 July 2016, the then President of ISME approached the EO to represent South Africa on the INA Council. The chairperson of the council is Richard Hallam of England and keeps in regular contact with all INA council members. The SASMT website has been included on the ISME website.
 13. The Pasmae 2016 Regional Conference at Frank Pietersen Music Centre, Paarl at the end of June 2016, was a great success. Thanks to Vaughan Pietersen and his staff for the Frank Pietersen Music Centre's facilities and hosting of the event. The next regional conference is planned for the end of June in Swaziland. The EO and several SASMT members are planning to attend.
 14. Election of Office bearers 2016 – 2017:
 - a. President-elect: Lestie Hughes (Unanimous)
 - b. Regional Vice-Presidents (All elected unanimously):
 - i. Gauteng, NW, Mpumalanga and Limpopo: Gisela Scriba
 - ii. Freestate and Northern Cape: Hans Potgieter
 - iii. KZN: Carol Solomon
 - iv. Eastern Cape: René Zietsmann

⁴ See letter in addendum 2

- v. Western Cape: Carin Brand
- c. Executive Officer: Elma Britz (Unanimous)
- d. Standing committee: Chairperson: Moved to the Eastern Cape and to be announced
- e. Webmaster and web administrator: Ewald Hesse
- f. SAMT Editorial:
 - i. Editor: John Roos
 - ii. Sub-editor: Bertha Spies
 - iii. Business manager: Elma Britz
 - iv. Review editor: Gisela Scriba
- 15. Life Memberships and Honorary Memberships: None received.
- 16. Date and Venue for the 2018 AGM: Durban Centre during the April school holidays 2018, dates to be communicated. There was a discussion about Conference being perhaps held at a different time of the year, but a decision was taken to keep it in the Easter holidays.
- 17. General: Motions 6 & 7, see above.
- 18. Vote of thanks: Carin Brand thanked Vaughan Pietersen and the staff of the Frank Pietersen Music centre for their friendly and efficient hospitality and for a very successful conference.
- 19. Closure: the meeting adjourned at 18.45.

Vaughan Pietersen (President)

Elma Britz (Executive Officer)

Addendum 1



The South African Society of Music Teachers
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2017 Report of the Executive Officer

1. Meetings: The following meetings were held:
2. New membership applications:
 - a. A total of no less than 23 new members were approved and processed
 - b. The method of sending the new applications by email to Standing Committee, worked well and new members could be approved swiftly. It is important to create good relations with all our members, old and new and to make new members feel welcome as soon as possible after they have applied. As soon as a new member is approved, a welcoming letter automatically goes out from the webmaster together with a pro forma request to sign the permission in accordance with the requirements of the POPI act.
3. Finance:
 - a. Although our finances are in a healthy state, there are still too many late or non-payments, particularly by some Institutions. The problem probably lies in the fact

- that tertiary institutions outsource their financial procurement and that the music departments do not seem to have much say in their own affairs.
- b. Total membership fees decreased as a result of some Institutions' non-payment in spite of a rise in individual membership.
 - c. In many instances the early bird discount proved again to be an incentive to centres.
 - d. Our total assets showing an increase against the previous financial year.
4. Bursaries and scholarships:
- a. The winners of the 2016 SASMT bursaries were:
 - i. Cameron Williams (Gladwell) R12000 Saxophone (US)
 - ii. Yohan Chun (Kath Irish) R12000 Piano (UCT)
 - iii. Tesmarie Jansen van Vuuren (Ellie Marx) R5000 Violin (UP)
 - iv. Mieke Struwig (David Reunert) R1500 Clarinet (NMMU)
 - b. We maintain a policy of paying out about 50% of the interest each year to keep the bursary funds sustainable and the funds are invested in a fixed deposit for a year. The past year, the Kathleen Irish Fund gained enough interest so that we could raise the bursary from R10000 to R12000.
5. Communication with members
- a. Circulars are sent out to all members to keep them informed of important matters.
 - b. Regular feedback from members would be welcomed but regrettably I do not get much feedback from members. I have also embarked on a system of sending most circulars to all members. I would like to hear from centres how successful this is.
 - c. At the 2016 AGM I suggested to establish closer contact between members through social media like opening a twitter account, and although much information is available on the website, I am beginning to wonder how often members use even the website and our Facebook accounts. We spend over R17 000 per annum on the website and the domain, and would like to know from the members if this actually adds value to the SASMT. During the last year, the webmaster has send various requests to members to comply with the requirements of the POPI act and names of members who did not comply, were hidden on the membership list. In addition to the webmaster's requests,
 - d. Since the 2016 Conference in April, 8 Circulars were going to members in which I more than once reminded members to sign their permission for publication of particulars.
6. Standing Committee had 3 meetings during the year plus a session to adjudicate the bursary applications. Adjudicators were: John Roos, Marié Gaerdes and Gisela Scriba.

Elma Britz (EO)

Addendum 2 - Letter from Prof M Wiechers regarding the POPI act:

Ek gee graag my gedagtes oor POPI. Eintlik is die bekommernis vir jul Vereniging glad nie nodig nie want die Wet het met bemerking te doen, nl dat persoonlike inligting nie sonder toestemming vir advertensie- en bemerkingsdoeleindes gebruik mag word nie. Jul lede-register word tog nie vir bemerkingsdoeleindes gebruik nie, maar slegs om inligting aan mede-lede te gee? In alle geval is die Wet nie terugwerkend nie en nog nie ten volle in werking nie.

My voorstel is dat julle die volgende vragie by jul lede-aansoekvorm insluit:

“Gee u toestemming dat u naam en adres vir publikasie op ons lede-register ingesluit word?”

Maak dan ‘n blokkie vir “ja” of “nee” wat bloot met ‘n kruisie aangedui kan word.

Bestaande lede-name word nie deur die Wet geraak nie, maar as julle wil kan julle 'n rondskrywe aan lede stuur met die volgende boodskap:

“Alhoewel POPI nie terugwerkend is nie, wil ons tog ons lede-register in lyn met die Wet bring en vra ons vriendelik dat u voor.(datum)... vir ons in kennis stel dat u nie u naam en adres(?) vir bekendstelling op ons lede-register wil publiseer nie. Indien u nie voor..... reageer nie, word aangeneem dat u geen beswaar het nie. Dankie vir u samewerking.”

Hoop dit beantwoord die navraag. Laat gerus weet of daar nog onsekerheid is. Sukses met jul kongres.

Addendum 3

List of music festivals, eisteddfodau, competitions in South Africa A survey done by Exco and Standing Committee

1	Pretoria Eisteddfod	www.pretoriaeisteddfod.co.za
2	Afrikaanse Kunswedstryd (Pretoria)	akv.pretoria@gmail.com
3	Centurion Kunstefees	www.centurionkunstefees.co.za
4	Noorderkruin Kunstefees	mv@tiscali.co.za
5	Il Vento Blaserkompetisie (Pretoria) Afrikaanse Hoër Seunskool	Floris.smith@affies.co.z
6	Johannesburg Festival for the Advancement of Music	www.sasmtjhbfestival.org
7	Kempton Park Kunswedstryd	www.kempkuns.co.za
8	Monument Instrumentale Eisteddfod ((Krugersdorp)	karinfs@iafrica.com ; monnasmusiekskool@gmail.com
9	RACA = Randfontein High se kunswedstryd	Tel: 011 693 5220 Fax: 011 692 3424 Cell: 079 0955 129
10	PHMoore Competition (Johannesburg)	www.philiphmoore.co.za
11	Roedean – Yamaha Competition (Johannesburg)	mbrink@roedeanschoolco.za
12	Hoëveldrif Eisteddfod (Secunda)	Voorsitter: Marianna Victor 082 552 8026
13	Rustenburg Platinum Eisteddfod	Monica Breedt 082 922 9514
14	Nelspruit Eisteddfod	www.nelspruiteisteddfod.co.za Voorsitter: Thea Moller thea@nelspruiteisteddfod.co.za
15	Kroonstad Eisteddfod	Mej Marieta de Jager 082 374 8129
16	Vrystaatse Kunswedstryd (Bloemfontein)	info@kunswedstryd.org.za
17	National Grahamstown Music Competition	ghtmusic@gmail.com
18	Tygerberg Internasionale Eisteddfod	eisted@iafrica.com
19	SAMRO Hubert van der Spuy Nasionale Musiekkompetisie	tygerbergbranch@gmail.com Hilda Boonzaaier 0826503448
20	Paarl Vallei Eisteddfod	pve@zamil.co.za

21	Worcester Eisteddfod	
22	Cape Peninsula Eisteddfod	
23	Stellenbosch Eisteddfod	
24	SASMT Pietermaritzburg Eisteddfod 31 July to 11 August 2017 Secretary Jane Tongue 0837975243	pmbasmt@gmail.com
25	National Grahamstown Music Competition	ghtmusic@gmail.com
26	Knock on Wood Arts Fest (hosted by Woodridge-Eastern Cape – Every other year – 2018 again)	lestie.hughes@woodridge.co.za 082 445 8939
27	SASMT Music Competition (Port Elizabeth)	nicky.bosman@nmmu.ac.za
28	Mini Maestros Music Competition	nicky.bosman@nmmu.ac.za
29	Despatch Eisteddfod – Eastern Cape (Every other year – 2018 again)	Tanya Gerber - tanya.gerber4@gmail.com
30	Sondagsrivier Eisteddfod	Cornelius Korkie (042) 234-0313
31	Pearson High School Eisteddfod	Pieter Rademeyer - prademeyer@pearsonhighschool.com
32	Tygerberg Eisteddfod	Elize Hayman 0833025501
33	Johann Vos Klavierkompetsie	Marlese den Haan 0827855537
34	Paarl Eisteddfod	