



Event Greening Forum Annual General Meeting

29 February 2012, Sandton Convention Centre

In attendance:

EGF Members:

Justin Hawes – Scan Display (chairperson)
Pippa Walker – EGF administrator (scribe)
Bernard Sebothoma – SA Roadies
Itumeleng Motswaledi – SA Roadies
Karabo Makgoane – IFEA Africa
Janet Landey – IFEA Africa
Helen Brewer – CMP Network SA
Greg MacManus – Fedhasa
Tiffany Reed – TPSA
Adene Pringle - SAACI
Sue Gannon – EXSA
Grace Stead – Steadfast Greening
Gill Gibbs – Concept G
Andrew Gibbs – Concept G

Non-members:

Louis Nel – Benchmark
Palesa Ralehoko – Women In technical Production (WITP)
Melony Eksteen – WITP
Mmaphefo Kefilwe – WITP
Bongani Mtlhavani – Brand SA / Cape Media
Nicola King – Sandton Tourism Association
Lance Gibbons – The Event
Teresa Jenkins – Litha Communications
Andile Ncontsa – Litha Communications

1 Welcome

- 1.1 Everyone was welcomed, and a special mention was made of Women In Technical Production (WITP) who has representatives present. CMP is currently seeking funds for their training. It's great to have women involved in what is traditionally a very male dominated industry.
- 1.2 It was noted that a quorum for an AGM is the lesser of fifteen (15) members; or a quarter (25%) of the members (eight paid up members as per the attached summary). The meeting could proceed as a quorum was in place.

2 Chairman's Report

- 2.1 Justin Hawes said Grace Stead is an awesome partner as they complement each other well. It is also amazing to have the support of the eight founding member associations, as any politics have been set aside and we are all working together.
- 2.2 Louis Nel pointed out we need to include 'TM' next to the Event Greening Forum name to show it is a trademark (the registration of the trademark is in process).
- 2.3 Justin read through the Chairman Report. This is available on the EGF website under news together with the AGM minutes.

3 Finance Report

- 3.1 Justin read the Finance Report, which is available on the EGF website under news.

4 Election of Management Committee

- 4.1 The new Management Committee was voted in by show of hands. They are:

- Chairman: Justin Hawes - Scan Display
- Vice-Chair: Grace Stead - Steadfast Greening
- Secretariat / Treasurer: Pippa Walker - Scan Display
- Founding member representatives:
 - Bernard Sebothoma – SA Roadies
 - Janet Landey – IFEA Africa
 - Helen Brewer – CMP Network SA
 - Greg MacManus – Fedhasa
 - Tiffany Reed – TPSA
 - Adene Pringle - SAACI
 - Sue Gannon – EXSA
 - Michael Tatalias - SATSA
- Other committee members:
 - Gill Gibbs - Concept G
 - Itumeleng Motswaledi – SA Roadies
- Co-opted onto the committee:
 - Andile Ncontsa - Litha Communications
 - Pearl Mohapi - Gauteng Tourism Association

- 4.2 Janet Landey said that although she was happy with the voting process for this AGM, going forwards we should have a nomination committee of three people and formalize the process. The continuity of members on the Management Committee is good.

5 Appointment of Auditors

5.1 It was proposed by Justin Hawes that we use G Cambanis as they have provided this service at no cost in the past. Supported by Greg Mcmanus (1st) and Andrew Gibbs (2nd).

6 Adoption of Constitution

6.1 It was proposed at the previous Management Committee meeting that we change the year end to December, in keeping with the annual membership year end. Supported by Andrew Gibbs (1st) and Sue Gannon (2nd).

6.2 We have added a clause to indicate the EGF represents organized business, so as to meet Services SETA membership requirements. Supported by Sue Gannon (1st) and Adene Pringle (2nd).

6.3 We have included the 8 Founding Member representatives on the Management Committee. Supported by Grace Stead (1st) and Janet Landey (2nd).

6.4 All the proposed amendments were accepted and the revised constitution was formally adopted by the AGM.

7 Any other business

7.1 It was requested that the Founding Members send the EGF newsletter and information to their database to encourage active engagement.

7.2 Lance Gibbs asked how his publication could become a Media Partner of the EGF. Justin indicated that this will be considered by the Management Committee.

7.3 Grace Stead encouraged those who supported the EGF initially but who have since fallen away to please become members. We need their involvement.

7.4 Helen Brewer mentioned that many visitors to the stand were asking what the benefits were of being a member. We need to make these more obvious.

7.5 Justin Hawes gave a presentation on greening the CCR Expo at COP17.

8 Meeting adjourned

8.1 The next Management Committee meeting will be held on Wednesday 18th April, at the Sandton Sun. The next AGM to be announced early 2013.

Minutes accepted as correct onat.....

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Chairperson

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Seconded

List of paid up members for 2012, as on 29 February 2012:

- Concept G
- the Coca Cola dome
- Fizz Marketing
- Heritage Environmental Services
- Scan Display
- Steadfast Greening
- True North Events
- Valverde Country Hotel