

MINUTES OF SADPA EXECUTIVE COMMITTEE MEETING

Date: 20th May 2015 – Ross & Jacobz Offices, Pretoria

1. **Opening and apologies** - Deon Storm opened the meeting and welcomed new Exco members. No apologies, all present.

Present: Deon Storm Adri Algera Andreas Duhring N van der Nest
M Hulleman Asif Tayob Steve J Elder

Prior to the start of the meeting Cobus van Rensburg was given the opportunity to table a proposal outlining the formation of an SO forum comprising a small group of senior Safety Officers with AA guidance, regional representation and CvR in attendance. Objective of the Forum is to make the load for the Exco lighter, but the final decision would rest with the Exco. Forum would deal with disciplinary hearings where a SO has seriously transgressed and SO status suspended or revoked. Forum would investigate the benefits of being an SO, come to Exco with suggestions. AA suggested CvR do re-certification as an SO (which is an on-line requirement from IDPA) and then SOI process to see how present system operates. CvR thanks DS for his report at the AGM and AA also for his comprehensive report on Safety and Training.

First point of business was appointment of Chairman – Nicholas van der Nest nominated, accepted.

2. **Confirmation of previous SADPA ExCo meeting minutes** – 18 February 2015 accepted.

3. **Matters arising from previous minutes:**

- 3.1 SADPA branded clothing. AD would obtain contact details for suppliers from DvH. Explained this would be a SADPA shooter shirt for purchase by member, also a special SO shirt. AD advised he was not always available and suggested co-opting DvH, agreed. DvH would assist on all DMG matters and AA with safety and training.
- 3.2 Sport Shooter Magazine – SADPA advert in latest edition. AD would deal with marketing person at the magazine, and it was agreed all future articles would be vetted by Exco before being published.

4. **GENERAL EXCO MATTERS**

➤ **CLUB DEVELOPMENT**

AT thanked the Exco for the opportunity to develop this portfolio.

- Drew attention to Article 4 in the Constitution which states clubs outside SA borders cannot be developed under the SADPA umbrella. DS confirmed as correct, and suggested this be changed at the next AGM. Agreed that monies paid by Namibia would be refunded, AT would contact and inform prospective clubs they should affiliate directly with IDPA, USA. SADPA could assist with safety officer training, but all costs would be borne by club.
- Range accreditation – asked what insurance requirements were required by CAMARGUE, insurance company? Policy wording would be distributed to Exco and also uploaded onto website. Current club starter pack states SABS approval required, clarify would range not be accredited by SAPS without SABS approval? AT would update club starter pack. Check Firearms Control Act to confirm whether every range had to be SABS accredited?

- ACQUILA club Port Elizabeth – range had NRCS accreditation. Club paid affiliation fee and recruited members but due to lack of communication from Exco had not developed, no safety officer training, etc. AT would follow up.
- AT had sent an email to all clubs introducing himself as Director – Club Development. Proposed a club starter kit initially equipment to host a classifier, i.e. patches targets and a timer. Criteria previously had been once a club reached 10 members, they would be given a timer to use, which would always remain the property of SADPA. Package must be standardized, increase on merit, upon application and motivation.
- Pietermaritzburg, SABS range accreditation finalized end June, AT will follow up club development.
- AT requested that each topic discussed in Exco meeting has a time frame with regard to decision making and completion.
- AT would follow up pending club matters with P.Rogers.

➤ **Safety and Training**

AA

- Re-certification of all safety officers would be done 15th June to 14th August, but no official notification had been received from IDPA, USA yet.
- Provisional budget would be an estimate of SO's to be trained, using previous history of club visits 2014. The highest number of safety officers had been trained 2014, with 19 SOI's trained so was much improved.
- TIMER options discussed as an incentive for new safety officers and AA proposed that the club be given 2 or 3 timers, dependent upon how many new SO's were trained. Discounted price could be obtained from supplier if we purchased 50 timers, or more. JJ Siebert timers the cheaper option and AA was having 3 made for test purposes, will follow up.
- Written report would be sent to Secretary.

AA

Finance

SJE

- 2014 financials not approved, would have to be done at special general meeting. Audit not a constitutional requirement. Expenses required approval with condonation of making payments without a budget. Proposed using pastel program, purely in a supervisory capacity with MH doing the books. SJE would establish categorization of expense statement, with a sub division per portfolio outlining monthly expenditure. NvdN happy with this as a governance requirement.
- Portfolio expenses 2014 – 2015 projection to be done.
- SJE had made contact with auditor who gave undertaking to make corrections 22.05.2015.
- Printout of the cash book would be presented at every Exco meeting, i.e. expense breakdown and expense summary.
- SJE had ask Fdek for all supporting documentation, files 2014 which were being collected 21st May, and meeting had been arranged with Standard Bank for change in signatories. Agreed that SJ Elder (Treasurer) AT, MH would attend this meeting. NvdN (Chairman) was required to sign an extract of the AGM minutes stating which SADPA Exco members had been appointed and a resolution stating SJ Elder would have signing capacity on the bank account, with MH having read-only access to bank statements.
- SJE required a copy of DS ID document for SARS registration, once financial statements had been corrected and approved.
- SJE said Rooikraal loan had been discussed and approved via email, not minuted. SJE and DS stipulated all details of loan arrangements made with clubs must be agreed by Exco, and minuted. Not a verbal arrangement nor agreement.
- SJE queried payments listed on bank statement which would be clarified once files and supporting documentation to hand.
- IDPA USA member affiliation fees would be paid last Friday every month, IDPA need time to update their records.
- B2 Technology account had increased by a couple hundred rand per month and yet email addresses listed did not work. ES would investigate a cheaper option. AA MTN quotation.

- SJE asked if there was an existing expense form used by directors to claim expenses back, a new form would be created and circulated.
- Invoice for import permit R1995.00 Namibia member – would be dealt with once financial files received.
- Financial aid to club would be on the basis of equipment rented for a period, if loan not repaid, equipment would be returned to SADPA. Loan agreement must state for purchase of assets, if purely a straight forward loan we have no security.
- DS stressed the importance of understanding that a budget had never been drawn up so 2014 was not the first time monies were paid outside of a budget being available.
- SADPA Administrator administrative employment issues would be dealt with SJE.

Matches & Competitions.

- SOUTHERN NATIONALS 2015 – Touwsrivier meeting this week to discuss and finalize various points.
- DMG NATIONALS 2015 – JDPC – would be discussed at next JDPC Exco meeting and submitted.
- DMG Rule update – changes to rule requirements will be looked at and verified.
- DMG matches -2 club shoots per year per club. 3-Gun nation becoming popular.
- IDPA Rule Book had obtained quotation which would be circulated to Exco, suggestion to get another quotation from AD, would follow through with ES.
- 2015 POSTAL SHOOT – dates needed to be finalized.
- Score books would be printed once format agreed.
- NDPC complaint- Wayne Coetsee offered his services when he saw notification from club regarding shortage of available SO's. Took leave but was only used 1 day and then told he was not required. Felt it had been a waste of time although there were ongoing complaints about SO shortages. SJE will investigate and do apology. SJE
- NATIONAL Log ES felt an on-line scoring program would enable the national log to be drawn up. Discussed how it would be done. NvdN alluded to problems previously experienced DS added that a log does not gel with IDPA principles. Agreed would put scores together, work through problems using fundamental levels, grades, by classification not division.
- Endorsement request criteria is that the firearm is suitable for SADPA/IDPA divisions.
- Point allocation - complaint received that members leave shoot early. Score sheet must be signed off by MD with explanation of reason for leaving early. Email would be sent to club chairmen asking for a list of repeat offenders.
- Official complaint made about shooter procedure, code of conduct would be checked, in this instance shooters against the SO. Details would be ascertained and investigated.
- BUDGET match budget difficult to establish, as Exco budget must match visits to clubs.

MARKETING & SPONSORSHIP

- DMG NATIONALS – DS referred to point concerning photographer at DMG Nationals which was a business venture not approved with the Exco prior to the event. AD undertook to contact photographer and negotiate to purchase low resolution photographs. Discussed and agreed that an official photographer would be appointed by SADPA Exco for all major matches.
- SOUTHERN NATIONALS 2015 – needed as much sponsorship assistance as possible.
- AD suggested that SADPA get sponsors for major matches up front, commitment in writing. AA expressed concern as previously promises had been made without any results. AD had one guaranteed sponsor, with 2 additional possible sponsors. . Basically must ensure the entry fees cover logistics, i.e. expenses for the match. Sponsorship monies must be used to give back to the shooter, as long as there is no objection from other sponsors. Suggested Club's sponsor a stage and any outside sponsors are a bonus. Gun dealers/manufacturers who wanted exclusive rights as a major sponsor problematic.

- HUNTEX 2016 – this year’s stand was a small cubicle tucked away in a corner and SADPA should present a professional presence in future. Could be talking about as much as R50,000, budget must be established. Possibly run a competition using airsoft or laser pistols, best shot or fastest draw would make money to pay for stand expense.
- Existing advertising material is abysmal, must be re-done in an acceptable manner plus banners for all major matches. MH asked where the existing marketing equipment was? AD would draw up a list of equipment currently held for asset register. This material must be made available to clubs for league events and particularly major matches.

IT ADMINISTRATION

- Quotation obtained to upgrade website and database R28,000. Did not feel the need to spend this sum of money on the components mentioned in the quote, can do small fixes and make website and database work. ES - Still did not have codes from RZ who established the original website, so problematic. ES said we could upgrade using members with website knowledge and experience, if we made it a proper commercial venture and got relevant quotations. DS emphasized the need to replace the existing website homepage which was outdated and dreadful. ES and NvdNest would discuss and by the next meeting have quotations and proposals to fix the website-database. Website upgrade would be approved at the special general meeting when financials accepted.
- NvNest advised he would be lapsing unpaid members as soon as possible.
- MH requested that member records who had not paid for 3 years be removed and archived, to free up space on the website. NvdN agreed would be done.

ADDITIONAL ITEMS

- SO Incentive – increase by 1 point. Suggestion declined, but agreed SO would be given full points for a major points, even if he was unable to attend all 4 days.
- A specific club was posting shoots online which was illegal and a representative from SADPA would go and check the situation (IvdB).
- Co-opted SADPA Exco members – regional representatives would not be automatically renewed, check with member and establish if they were willing to be co-opted 2015.
- CONSTITUTION – MH had sent updated copy to DS, who would check and send to Exco for final validation. Thereafter would be sent to club chairman and loaded on the website.
- SADPA Exco meeting minutes – all will be loaded on the website. Current minutes would have a 2 week time frame for approval, no response indicated acceptance.
- Supplier details for cheaper targets and patches – AD would obtain from AR.
- AGM minutes request received to send to attendees, a draft of the minutes would be posted on the website in due course.
- AGM minutes would be approved at the special general meeting, once all corrections made.
- Special General meeting will be called in due course once all financial queries concluded. These minutes would be approved at the 2016 annual general meeting.

Meeting business concluded at 23h05.

Date and venue of next meeting will be discussed and agreed.