

# February 08/02/2020 – AGM – Bricklane Eatery

## Welcome

## Apologies

Dr Sarah Le Grange, Dr Leoni Curtolo

## Minutes of previous AGM

The last AGM Minutes that were noted was in 2017. The following is a list of points that were discussed around these minutes:

- Social Media workshop took place in 2018.
- The Cannabis Workshop did not take place due to legislation changing too quickly.
- The journal has been submitted for the CPD cycle of 2019-2021. You will receive CPD for answering questions based on the questions. It may not be feasible going forward due to the high cost of the CPD application. It will be discussed at the 2020 AGM.
- Ideas presented from SONM didn't occur because of changes in curriculum, future closing of the school and general instability within the school's infrastructure.
- Bellville Medical Centre was opened.

Dr Tammi O'flynn proposes the AGM minutes. Seconded by Dr Mariyam Kisten.

## Presentation of Annual Report

In 2019, the office bearers included:

Dr Maryam Kisten as Chairperson, Dr Sonia Couto as Community manager, Dr Leonie Curtolo as Vice, Dr Kerry Haarhoff as Treasurer. There was no secretary for 2019 and the secretary roles were divided amongst the other office bearers.

In 2019, although 3 lectures were planned, there were miscommunications with Allied while applying for CPD. This led to all 3 lectures being cancelled. In order to rectify the situation with the Registrar the N.E.C decided to host a conference. This progression of events was an anomaly and should not be repeated in the future. The very first lecture we had planned was with Dr. Connie Meyer was moved to September 14<sup>th</sup>. We made quorum at the meeting. The AGM was on the 16<sup>th</sup> of November, Wild Fig Cafe. However, quorum was not made. Therefore, a second AGM was proposed for 8<sup>th</sup> February 2020. Quorum was made.

In 2019, SAAHP achieved one conference (There were 6 speakers and 2 sponsors). The constitution was also finalized at the AGM and will be submitted shortly.

## Presentation of Finances

Finances were read out by Dr Kerry Haarhoff.

- Total expenses 2018 R10669
- Total expenses 2019 R30984

Our goal should be to have R50000 in order to be financially sound.

An inventory of SAAHP property should be created with each item's value, location and serial number.

The 2020 budget will be discussed and ratified with members over email.

## Election of Management of Committee

- Dr Kerry Haarhoff nominates Dr Sonia Couto for chairperson
- Dr Wendy Staak seconds the nomination
  
- Dr Tammi O'flynn nominates Dr Caren Hauptfleisch as Vice Chair
- Dr Wendy Staak seconds the nomination
  
- Dr Caren Hauptfleisch nominates Dr Sarah Le Grange as Treasurer
- Dr Sanien de Beer seconds the nomination
  
- Dr Sonia Couto nominates Simone Amann as Community Manager
- Dr Caren Hauptfleisch seconds the nomination
  
- Dr Sonia Couto nominates Dr Catherine van Dorsten as Secretary
- Dr Sanien de Beer seconds the nomination

## Motions/Amendments

Constitution Amendments were discussed at the AGM. Comments were physically added by Dr Kerry Haarhoff and were suggested by Dr Connie Meyer. The NEC will incorporate the new comments and circulate for final approval within 2 weeks of being sent. This will then be handed in for legal opinion. And then submitted.

To be noted, Live Streaming Attendance will count for attendance of a meeting.

Connie proposes 2 meetings and an AGM for the constitution. 6 people voted for; 4 people voted against. The amendment was made to the constitution.

## Any Other Business

### UJ nomination

UJ will notify us when members can volunteer to help with the curriculum for the University of Johannesburg. Dr Connie Meyer, Dr Tammi O'flynn and Dr Sonia Couto have volunteered in the meantime. Information will be sent to them as soon as it is received.

### UWC feedback

On November 15<sup>th</sup>, 2019 the registrar had a meeting with UWC. UWC lecturers requested clarity on the board exam, date, details, scope, location and structure. They were told that the board exam would be based upon practical and theory, with stations. The venue will be the UWC BMC. Maryam will try to find minutes for the meeting to circulate. Students are expected to do history taking but no physical exam, as physical details will be given as a case study. The exam will be an hour long. Each student is subjected to do the consultation and the modality's intake forms will be used. Suggested date was February; however, this has not occurred. To qualify it was required to see 50 new patients and 150 consultations over 4<sup>th</sup> and 5<sup>th</sup> year. Currently this is not being held to account.

### Journal

There will be 1 journal for this CPD cycle 2019-2021 as voted on at the AGM. A possible idea is to do a combined journal with other associations.

### Medical aid Tariff

**The Medical Aid Tariffs will ONLY be sorted this year if a subcommittee can form and spearhead the project. The NEC does not have capacity to take this project on themselves. If someone is willing to spearhead, Dr Leonie Curtolo will provide support. There is a structure that has been provided by Dr Gower that someone can fulfill.**

Each practitioner needs to give an estimate of their pricing and fees so that they can create a standard amount. 80% of phytotherapists need to provide this information.

### Further projects:

- A talk could be offered to 5<sup>th</sup> year phytotherapists about the association, CPD cycle and medical aid style invoices.
- "Member of the month" Social Media campaign will continue.
- The website changes will begin this year. Andrea Vanek at [www.brightweb.co.za](http://www.brightweb.co.za) was suggested.

### Name Change

All members present voted for "South African Association of Registered Phytotherapists". This name change needed to occur due to legal issues around the term "herbalist".

### Other

- Balens International Insurance were not placed on the website. The rates need to be revised and sent out with the renewals. It can then be placed on the website this year if rates are agreeable.
- Renewal of membership to be sent out within 2 weeks of the AGM and payments to be finalized by April 30<sup>th</sup>.
- Branding will need to be changed alongside the website. Dr Kerry Haarhoff to form a subcommittee on this project. Three logo changes to be submitted to the association for voting.
- Proposed dates for this year's meetings: May 30<sup>th</sup>, Aug 29<sup>th</sup>, AGM Nov 7<sup>th</sup> (This suggestion was changed to Feb 2021). Nov 7<sup>th</sup> could potentially be a normal meeting if the AGM is being pushed to Feb 2021.