

MOUNTED ARCHERY ASSOCIATION OF SOUTH AFRICA

MEETING MINUTES



DATE	Wednesday, 14 October 2020
VENUE	Zoom
TIME	18:00

PRESENT:

NAME	CONTACT NUMMER	E-MAIL ADDRESS
Deirdre Janse van Rensburg	0833471143	dretjie19@gmail.com
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APOLOGIES:

NAME	CONTACT NUMBER	E-MAIL ADDRESS
Vicky van Zyl	0828366482	galopvirjesus@gmail.com
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MINUTES:

	POINTS	DISCUSSION/DECISION	TASKS
1.	Meeting Formalities		
		THIS MEETING WAS RECORDED AND THE RECORDING IS SUPPLEMENTARY TO THE MEETING MINUTES	
1.1	Open Meeting		
1.2	Sign off previous minutes	<ul style="list-style-type: none"> - Maretha needs to add points from mail that Deirdre sent on 11 August summarising the meeting. - Add starting date onto July minutes (11 July). Also correct page numbering. 	MARETHA: Send out minutes from July and 3 Aug to committee in 5 days along with current meeting minutes. Look at page numbering and footnotes
2.	OGM		
2.1	OGM format	With Covid restrictions and levels still in place it is permissible to hold the OGM at a physical location with those unable to attend physically being allowed to attend via Zoom.	
2.2	OGM Requirements	<ul style="list-style-type: none"> - Notice of OGM needs to be sent out no less than 21 days prior to the date. - Proposed OGM Agenda needs to be sent out along with the notice of OGM. - Any motions by members must be received no less than 30 days prior to the OGM. 	

		<ul style="list-style-type: none"> - Any motions proposed by national council to be sent out to members no less than 30 days prior to OGM. - Final agenda and motions received by members to be distributed no less than 10 days prior to date of OGM. 	
2.3	OGM paired with Year End	<ul style="list-style-type: none"> - Suggestion to pair OGM with informal year end. (Meeting early in the morning, paintball archery in the afternoon with a bring-and-braai late afternoon). 	DEIRDRE: find out prices on the Archery tag
2.4	Set OGM Date	<p>Possible dates: 14-15 Nov (Notice, agenda and motions can go out at the latest 16 October) : 12 – 13 Dec (Possible Sasolburg Clinic) :19 – 20 Dec</p> <p>Decision: Date set for 12 December. Documentation need to be sent out no later than 12 Nov</p>	MARETHA/DEIRDRE: Documentation ready to be sent out by 12 Nov
2.5	Zoom subscription	Currently we are using the free subscription which cuts off every 40 minutes. This would not be ideal if we are going to use the platform for the OGM.	RUDI/AMALI: could possibly link us with a premium account. Let us know DIANNE: will find out about Microsoft teams as another options
3.	Clinics		
3.1	Clinics Schedule & Plan	<ul style="list-style-type: none"> - Karen needs to set up a clinics schedule for 2021. - Demand for Clinics have exploded. Deirdre has received multiple clinic requests both in her personal capacity and through the MAASA FB page. Multiple requests for Deirdre specifically to host the clinic. Deirdre is presenting these clinics in her MAASA capacity at R400 per person clinic fee of which R100 per person attending goes to MAASA. - A conflict of interest exists in requesting more benefit for travel expenses as Deirdre will be the only one drawing financial benefit from these clinics and though she didn't partake in voting on the matter, she was present during previous discussions. - The following clinics have been scheduled and presented: <ul style="list-style-type: none"> • 5 September: Harmonie Stables Bashewa (7 attendees) • 4 October: Esprit Stables Bashewa (4 attendees) 	<ul style="list-style-type: none"> - KAREN: needs to set up a clinics schedule for 2021.

		<ul style="list-style-type: none"> • 31 Oct – 1 Nov (2 x 1-day clinics in KZN, 2 venues, Okusha & La Belle Ferme - 17 and 6 attendees respectively) • 7-8 Nov: 1 x 2day clinic, Ponderosa Nelspruit (number attendees not confirmed yet) • 21-21 Nov: 1 x 2day clinic, Honeydew (10-12 attendees) • 28-29 Nov: 1 x 2day clinic, Bloemfontein (6-8 attendees). • 12-13 Dec: Possible clinic Sasolburg 	
3.2	Travel cost of instructor	<ul style="list-style-type: none"> - Decision made by council to use a large sum from proceeds of SA Lipizzaner show in 2019 to sponsor travel of clinic instructor to the venue. (Refer to minutes of 22 Oct 2019). - With travel costs covered MAASA is able to offer clinics countrywide at the same price. - Amount from SA Lipizzaner for travel has not been ratified, R20 000 was proposed. (Diane’s point from 8.3) Council needs to confirm amount so that money can be ringfenced for travel of clinic instructor. - After all projected expenses for the rest of 2020 has been deducted, there will be a balance of R43 000 in the account. This will still allow us to allocate the R20 000 towards travelling to these clinics. - Currently all clinic fees are paid into MAASA account. The instructor then invoices MAASA based on number of attendees. If more than one instructor is involved, the instructor fees are split. If an assistant accompanies the instructor, he/she is paid by the instructor and not by MAASA. - To this point, the only amount claimed was about R600 to cover travel fees to a clinic in the Freestate. All other clinics were in Gauteng and there was no claim on travelling. <p>The way forward:</p> <ul style="list-style-type: none"> - Deirdre to present travel budget for booked clinics (2020) to committee for approval. - We need a sustainable solution to cover travel costs for the long run as the allocated money will run out. - Hosting clinics via MAASA, could potentially be viewed as a conflict of interest which is why it has been decided that from 2021, clinics will be arranged in private capacity by coaches. - MAASA can assist in advertising and offer support for these clinics by adding it to our 	<ul style="list-style-type: none"> - DEIRDRE: to present travel budget for booked clinics to committee for approval. - BANIE, KAREN & DANIEL to finalise clinic document - MARETHA draw up san agreement for usage of MAASA equipment - DEIRDRE to add coaches information to website

		<p>calendar and Facebook events.</p> <ul style="list-style-type: none"> - MAASA will list all approved coaches in the MAASA website with contact details and province so that they can be contacted directly. - MAASA will make equipment (bows and arrows) available to coaches, who will have to pay for postage and sign a document by which they will be held responsible for any damages. - Banie, Karen and Daniel to finalize clinic document to ensure that coaches present standard, approved information (a framework is available which is currently used). 	
4.	Code of Conduct		
4.1	Validity of Code of conduct	<ul style="list-style-type: none"> - The majority of the committee has signed the code of conduct. - Incomplete code of conduct received from Karen & Daniel (signed but not all pages sent and or completed). - Amali refuses to sign the code of conduct and questions the validity of the code of conduct stating that due process has not been followed. She also has a problem with the confidentiality clause. She feels it needs to be ratified at the OGM. - The code of conduct is a constitutional requirement (refer to 10.3 of constitution) - At the time of election of current committee there was no code of conduct in place. - The code of conduct has to do with the governance of MAASA. As per 9.2.3 of constitution The MAASA Directors have the authority to make any decisions as to the governance and finances of MAASA with a consensus of 2 out of 3 of the Directors required. - Deirdre emailed the Directors on 7 April 2020 with a list of proposed tasks for the committee (of which the code of conduct was one of the items tasked to Daniel, Deirdre and Diane). - Diane responded with a draft code of conduct document on 4 May 2020, asking for input, changes etc. from the directors. - Deirdre mailed changes & additions on 1 June 2020. - Daniel responded on 10 June saying that he had nothing to add/change to the document. - The Directors sent proposed code of conduct to committee members to add, amend change & comment on document on 10 June 2020. - Some comments were made, changes sent through etc. by committee members - Directors sent out a second mail on 3 July with final proposed code of conduct to 	

		<p>committee members asking for final changes, comments etc.</p> <ul style="list-style-type: none"> - Final code of conduct was referred back to Directors for final approval on 29 July. - Final code of conduct was sent out to committee members to sign on 6 August. - As per 7.8 of constitution MAASA has authority to enforce and uphold code of conduct as decided upon by MAASA council. MAASA council was given ample time to respond and suggest changes. - As per MAASA constitution: <ul style="list-style-type: none"> 21.17 In addition to the foregoing, MAASA Council shall: <ul style="list-style-type: none"> 21.17.1 undertake and perform all such duties and functions as shall be decided by the Council; 21.17.2 consider and, if thought fit, approve the separate constitutions, by-laws, rules and regulations of each Member, and any amendments or alterations thereto; - Legal advice was requested to confirm all of the above and the confirmation was received as follows: There is no requirement for the code of conduct to be attached to or part of the Constitution - and provided it does not go further in imposing obligations on Committee Members as imposed by the Constitution - then any person agreeing to be elected to a position within MAASA is obliged to sign the Code of Conduct in order to participate in that position - it is neither unreasonable nor unenforceable. - Amali elaborated by stating that the code of conduct is not correctly understood and that she does not have to sign it as it is an additional obligation which was not in place at the time of elections. She insists that there is a difference between council and committee and our code of conduct states that it has to be signed by the committee. - Amali was asked why she did not raise her objections while the draft document was being circulated for comment by all committee members, and she did not provide a valid excuse. - Some committee members feel that this document was overkill to start with. They feel we need to compare it to what other codes of conducts are for other equestrian organisations - SAEF does not have a code of conduct for its committee which raises the questions of why MAASA need to have one in our constitution. - Moving forward: <ul style="list-style-type: none"> • We will have to bring in more legal advice 	
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5.	Dates 2021		
		Each province needs to submit qualifier dates for 2021 by mid Nov for provinces affiliated with SANESA and end Nov for WC.	MARETHA to set date
6.	SANESA		
		<ul style="list-style-type: none"> - Asked for any changes from MAASA to be sent through to them ASAP. - Dianne has submitted to them that we might change our classes depending on what we decide regarding international affiliation. - She also asked that they remove the Masahee classes as it is a team event that has never been used and it has caused a lot of confusion - She also asked for a lead rein class to be implemented as an introduction for the little ones. She drew up a track with rules and send through to SANESA which they are very excited about. This will be presented at SANESA's AGM in Nov - Diane wants to be relieved of her duties as SANESA rep at the end of 2021. Ideally, we need to find someone who can spend the next year with Diane in training who can replace her. - Gauteng to run SANESA competitions separate from MAASA qualifiers in 2021 due to increasing memberships. 	
7.	Coaches Course		
		<ul style="list-style-type: none"> - Deirdre spoke to Claire from British Horseback Archery Association. They already have a qualification system in place with different levels for both their riders and coaches. They are willing to make it available to us. She will get back with prices. There are 2 options: <ul style="list-style-type: none"> • They give us their materials and MAASA presents it ourselves, OR • Qualification can be done through BHAA. - Should we decide to go the WFEA route, this could be a problem as Claire is involved with IHAA 	<p>KAREN to give us feedback on the situation with SAEF on coaches</p> <p>DEIRDRE to get more information on the British course</p>

		<ul style="list-style-type: none"> - SAEF criteria for a coaches: there hasn't been much progress since we last discussed the matter - We need to distinguish between a certification and qualification. <ul style="list-style-type: none"> • If we are looking at qualification, EQASA levels need to be done and a MAASA module needs to be approved by SAQA. • If we are looking at certification, a coaches course through MAASA need to be done. • We need to decide what is relevant to mounted archery • To be revisited - MAASA's certification of judges: We started with 20 pages of judges material, to which an additional 20 pages were added. This was put on an electronic platform on which Deirdre still needs to comment. The aim is to make the course available online (self-study and assessment) with a one-day practical where a competition needs to be judged. 	
8.	PBO / Bank feedback		
8.1	PBO / Bank Feedback	<ul style="list-style-type: none"> - Still in process. Had to wait to get all the bank details updated (which is all in place now). - Had to re-apply because previous auditors made a mistake. - The documentation has been sent back to Auditor. They didn't quote an amount as they don't know how much time they will spend on it, but Diane did prepare all the documentation herself to minimize time/costs. 	
8.2	Allocation of funds for development / training costs	<ul style="list-style-type: none"> - It has been decided that the proceeds from the Lipizzaner show remain in the MAASA account and noted on the budget. - We would like to allocate funds towards the development of underprivileged riders. - Provinces need draw up initiatives via clubs and send their proposals to MAASA to assess. - We have agreed that some of the money should be allocated to the Shimbashaba kids where Karen is involved - Once Deirdre has provided her travelling budget for clinics, we can determine how much is left and then reassess. 	

8.3	Donation to charity from proceeds of Lipizzaner show	<ul style="list-style-type: none"> - A 10% was agreed upon in previous meeting to go for drought relief. This has not been done yet. Due to the current situation and the how the year has gone, we might need to consider a smaller, fixed amount (R2000 suggested). No decision made. 	
9.	Submission of scores from KHOW competition in Feb 2020		
		<ul style="list-style-type: none"> - Participants were under the impression that their scores would be submitted for the KHOW competition held at Kings & Prophets venue in Feb 2020. - In order to be included in the Kassai cup, the competition date needed to be stated in advance - Because of the rain, the date changed and Jaco never made it official as he was hoping that it could still proceed on the original date, therefore competition results were only used as part of the approval of the track and not part of the Kassai cup. 	
10.	Meeting Minutes		
		<ul style="list-style-type: none"> - According to our constitution, meeting minutes need to go out to members within 10 days after a meeting. To this point in time we have signed off on minutes only after a next meeting (which is usually a month or longer) and only then sent it out to members. - Moving forward, minutes need to be sent to committee members within 5 days after meeting, which will allow 4 days for commenting and approval so that signed off minutes can be circulated to members by day 10. 	MARETHA
11.	Kassai (WFEA) vs IHAA		
11.1	Process to follow	<p>The president confirmed with Acting SAEF Secretary General & asked 2nd opinion from GEF President as to correct process to follow in the making of this decision regarding affiliation.</p> <ul style="list-style-type: none"> - The committee needs to vote which international body MAASA will affiliate to. - As per constitution 50% plus one is required when voting. If there is a tie, the President gets 2 votes to break the tie. - MAASA committee then sends out a motion to MAASA members no less than 30 days prior to OGM. The motion must contain the proposal to affiliate to international body that was voted in, all the rule changes, selection or grading criteria changes 	

		<p>that affiliation to this body will have as a consequence, accompanied by any documentation deemed necessary for members to make an informed decision.</p> <ul style="list-style-type: none"> - MAASA club Presidents then need to get a mandate from their club members whether to accept or reject this motion. - Provincial Presidents then need to get a mandate from their club members whether to accept or reject this motion. - Only Provincial Presidents are then allowed to accept or reject (ratify) the proposed motion at the OGM. - If the motion is accepted, then a note needs to be made to ratify this decision as a formality at the next AGM as it will require a change to the constitution to amend the body affiliated to. 	
11.2	Points for consideration	<ul style="list-style-type: none"> - Basic/minimum requirements for a Federation: According to SAEF/SASCOC criteria National colours aren't awarded for Olympic participation. Information received though is that a Federation that has ties with the Olympics is the stronger Federation (carries more weight). It is understood that the reason for this is that the Olympics are not run by government. Governments merely support Olympic teams. - Affiliation with IHAA or WFEA (Kassai and WHAF): MAASA's primary objective is to promote the growth of the sport and we are tasked with making a decision between the two federations in the best interest of our members and the sport - New styles vs traditional styles: MAASA has always been affiliated with WHAF and have always ridden traditional Hungarian style. The choice is between new styles (IHAA) and traditional styles (WFEA & WHAF) that has been there for many years. The "Hungarian" style (KASSAI style) has been patented, associations need to affiliate to WFEA in order to use the Kassai99m track in competition and associations now also needs to affiliate to WHAF in order to use Korean tracks. In IHAA there is no standard set for tracks, no international judge approval. - Kassai Judge and track approvals: A Kassai judge can only judge on his/her own track. An approved Judge cannot judge on other approved tracks and no track can be approved without a judge (that owns the property on which the track is built). Track and Judge approval is one process. Judge training could be arranged without travelling under special circumstances, though it is highly recommended that the prospective judge travel to Hungary. - Impact of the costs involved in affiliating with WFEA: <ul style="list-style-type: none"> • There are major costs involved in the process of getting Kassai tracks and judges 	<ul style="list-style-type: none"> - DEIRDRE to have a discussion with SAEF to find out what constitutes a Federation/what are the requirements for international affiliation to an international body. - DANIEL to find out how the WFEA is structured (does it lie underneath WHAF as affiliation?) - AMALI to find out what IHAA's plans and timeline are in terms of track/judges approvals, safety procedures, expected costs, etc.

		<p>approved</p> <ul style="list-style-type: none"> • Setting up the Kassai track, rotating target, judges course, etc all add up • a €100 (R1900+) fee payable to WFEA for every time the track is used in competition. This amount needs to be divided amongst competitors and added onto competition fees. <ul style="list-style-type: none"> - National or Provincial issue: technically track/competition fees are a provincial issue, but as National committee we need to consider the effect that our decision will have on our small, growing provinces. - Safety and consistency of tracks: <ul style="list-style-type: none"> • WFEA has an international standard that is in place. IHAA currently has no international standard and procedures in place regarding track approval and safety. • In South Africa, MAASA sets the standard for our tracks and all our competitions are done on MAASA approved tracks. • MAASA also sets the standard for our judges and all our judges are trained and assessed before being approved - Consider Accessibility vs Exclusivity: IHAA is for the people, easily accessible. WFEA is exclusive, expensive and elitist. - Consider Growth vs Professionalism: MAASA is here to promote professional sportsmen. Anyone can still in their individual capacity participate in IHAA events. - The use of IHAA tracks: WFEA made it clear that they will not affiliate with any associations that are using the tower or raid tracks in competition. This means that MAASA as an association will not be able to promote any IHAA postal matches or GRAND PRIX's etc. - It was brought to the table that WFEA might not be interested in an affiliation from MAASA due to our association with IHAA. This needs to be clarified. <p>The great challenge:</p> <ul style="list-style-type: none"> - If the vote goes one way (IHAA) the Western Cape won't be able to remain part of MAASA because of Daniels directorship within WFEA. - If we go the WFEA route, we lose at least 2 of our current provinces and prospective future affiliation with new provinces who have indicated that they would like to become part of MAASA. - Up till now we have developed several competition tracks in South Africa. If we go with WFEA only 2 tracks will have the monopoly and the other tracks, where a lot of 	
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		<p>effort, time and funds went into, become obsolete.</p> <p>A third option on the table:</p> <ul style="list-style-type: none"> - It was suggested that we keep our affiliation with WHAF in the interim and focus on Korean style while looking into approving tracks and judges for the Kassai style. - Korean tracks are currently accessible to everybody and it is easy to set up new tracks. - If we go this route, we keep all our provinces. - This would mean that only Korean style would be used for qualifiers. - Other international tracks can be ridden on Qualifier day as an extra fun event. - We need to clarify though whether the Tower track might be used unofficially as it is the only slow track available to us. - The problem with going this route is that it will encourage speeding. - WHAF Korean track approval – in the past they accepted video and photographs of tracks. We need to find out more given their current affiliation with WFEA - Another factor is whether WHAF has a grading system as MAASA will have to comply with the Federation we affiliate with. - If we choose WHAF, using the RAID track will not be tolerated and we will have to comply to WHAF Korean style rules and no longer IHAA rules like we did in the past. We need to look at these rules (track speed etc.) <p>Conclusion:</p> <ul style="list-style-type: none"> - We started with 2 options on the table. Now there is a third, WHAF, which we need to investigate before making a final decision. 	
11.3	Conflict of interest	<ul style="list-style-type: none"> - As per 10.2 of constitution, there is a conflict of interest here. - Vice President and Director of MAASA is also a Director on the WFEA, one of the international bodies that we need to decide whether we affiliate to. Also a show holding body and has financial interest in the outcome of the discussion. - Constitutionally not allowed to be part of the decision making. - The Vice president indicated that he understands this conflict of interest from MAASA's side and he is willing to remove himself from the vote and he is willing to remove himself as vice president if needed. - As a director of both organizations, it is also a conflict of interest for him from WFEA's side 	

		<ul style="list-style-type: none"> - A decision wasn't made regarding this matter. It has not been required of the Vice President to remove himself from the conversation yet as this needs to be discussed and an informed decision needs to be made. - We can't wait until OGM to make this decision. It must be finalised by the time of the OGM. - We need to consult with SAEF regarding this matter. 	
12.	Tasks		
13.	Next Meeting Date		
		Wednesday, 21 Oct 2020	
14.	Closing		
14.1	Closure of meeting		

Greetings



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Deirdre Janse v Rensburg (Chairman)

Signed at Pretoria on 7th day of November 2020.