

## South African Chefs Association

### Annual General Meeting (hereon referred to as “AGM”)

Date: 15 June 2023

Time: 09h30

Venue: Southern Sun Conference Room, 123 Rivonia, Sandton.

### Meeting Minutes

Present:

(Please see attachment, hereto annexed marked “Attendees”)

### Agenda Item

#### 1. Welcome and Introductory Matters

The AGM presiding officer, Munya Duvera, extends his welcome to the board of directors, President of SA chefs and the associations members. He proceeds to impose two rules surrounding the AGM, videlicet members may ask questions respectfully and the non permittance of impromptu resolutions been requested or made.

#### Quorum

The presiding officer notes that sufficient quorum has been reached and that the meeting may officially begin. 100 eligible voters are present, inclusive of members attending online and in person.

#### Acceptance of Minutes from previous AGM

The minutes of the previous AGM held in 2021 was circulated online prior to this meeting. The presiding officer requested the approval by members present.

This was proposed by an individual whose first name was presented as Elise whose further particulars are unknown, and seconded by an individual whose first name was presented as Kabelo whose further particulars are unknown to the company secretary for record purposes.

**RESOLVED minutes from 2021 AGM are hereby adopted.**

#### President

James Khoza

#### Vice President

Coovashan Pillay

#### Directors

Candice Adams

Sizwe Cebekhulu

Warren Frantz

Thomas Hurter

Oliver Reddy

Andile Somdaka

Mahlomola Thamae

Gregory Henderson\*

\*Co Opted

#### Operations Manager

Thandeka Feliti

#### Honorary

#### Life President

Dr. Bill Gallagher †

#### Honorary Presidents

Heinz Brunner

Manfred Muellers

Stephen Billingham

#### Honorary Former President

Martin Kobald

#### Company Secretary

Tarryn McNamara

#### National Partners

##### Premium

McCain Foodservice

Montgomery Group

HOSTEX

Gold

Makro

Tigerbands Foodservice

##### Silver Plus

Nestle Professional

Tork

Silver

Unilever Professional

##### Bronze

Avanti Coffee

Chefs on App

Rebel

SD Guthrie

Tsebo

Urban Foods

##### Strategic

Bridor

Chefs with Compassion

Nestle Professional

RCL Foods

SA Chef Media

Shoprite Checkers

##### Accommodation

City Lodge Hotels

Southern Sun

*All Directors work on a voluntary basis*



Reflecting South Africa's Culinary Diversity

SA Chefs is a registered Non Profit Company (NPC)

SA Chefs is a SAQA-recognised Professional Body South African Chefs Association NPC Reg. No: 1987/002444/08

## 2. Financial report by Peter Carlisle.

Peter Carlisle is the acting auditor for the Association. He presents the Annual Financial Statement and findings for the financial year ending 28 February 2022;

2.1 Peter Carlisle refers to a presentation slide referred to as “Statement of Comprehensive Income for the Year ending 28 February 2022”

2.2 He reports a reduction in turnover which he describes as a trend and ascribes it to COVID 19. He suggests that the executive place measures to address the reduction in turnover.

2.3 Despite revenue reducing, he notes that the association has curtailed costs such as employment and administrative costs, he further notes that executives have acted responsibly in that the said reduction in turnover has been offset by cost reduction. He states that the outlook is more positive.

2.4 Financial resources has been maintained and collated by the Association.

2.5 Peter Carlisle appeals to executives to increase revenue in order to replenish the reserves that has been lost and states that if losses continue, the financial position will be untenable.

2.6 The auditor reports no irregularities found from the audit and mentions that overall, the Association is well managed.

## 3. Office Report by Thandeka Feliti, Operations Manager.

### 3.1 Office Matters

3.1.1 Thandeka Feliti opens her presentation by highlighting that COVID had a significant impact on the workplace and changed interaction therein.

3.1.2 In response to the National State of Disaster, the board implemented a new staff structure which led to 4 retrenchments, subsequent to 4 employees resigning.

### 3.2 HR Matters

3.2.1 Social Media position was outsourced.

3.2.2 Personal Assistant responsibilities were distributed amongst remaining staff members.

3.2.3 Head of lecturer resigned, and the position remained vacant for the reporting period while junior lecturer position was put on hold.

3.2.4 Recruitment of Operations Manager commenced in January 2022 and fulfilled by the speaker.

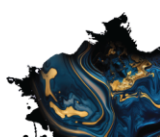
### 3.3 Remuneration Matters

3.3.1 The Centre of Culinary Experience (hereon referred to as “CCE”) cleaner had a salary adjustment approved by the president, a further verbal request was denied by the EXCO members.

### 3.4 Promotions

3.4.1 No bonuses or promotions were recommended.

3.4.2 There are no details outlining leave liability.



### 3.5 Membership Matters

- 3.5.1 This category took the biggest impact in this reporting period. Memberships declined as well as renewals.
- 3.5.2 It was identified that students do not renew their memberships, in response to this SA Chefs embarked on a student retention drive as well as offered a 50% discount for membership renewals.
- 3.5.3 A notable achievement was the Membership Management System which improved sale of certification and designation programmes.

3.6 Projects in place for the year of 2021 were the Excellor Wilmar SA, Nestle Yocuta 7 Lucky Star.

3.7 CCE was severely impacted and only execution of the above-mentioned clause 6.6 programmes were completed in 2021.

### 3.8 Education & Skills Development

- 3.8.1 In response to COVID, the culinary schools adopted a hybrid approach to teaching to accommodate students and be in compliance with regulations. SA Chefs lecturers also underwent midterm monitoring in 2021 with SAQA for re-recognition as a professional body.

### 3.9 RPLs & Designations

SA chefs together with the Department of Tourism streamlined the RPL Pilot Project in the 2<sup>nd</sup> quarter of 2021. Candidates submitted their portfolio of evidence and were visited by SA Chefs in their workplace.

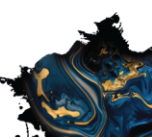
3.10 With regard to the Education Committee, two training initiatives were conducted in Gauteng and Western Cape, the former was concerned with trade tests and the latter dealt with engagements with TVET colleges.

3.11 Event participation for 2021 involved, inter alia, activations with Tork, celebration of Nelson Mandela Day, International Chefs Day, Chefprenuer Talk, Women's Month Live workshops and the BCE handover which the speaker thanks for donating equipment to the value of R600 000 (six hundred thousand rands.)

3.12 SA Chefs Committees and Heads of Committees, respectively;

- Education Committee – Lesley Jacobs
- Culinary Committee – Adrian Vigus- Brown
- Competition Committee- Adrian Vigus- Brown
- Women in Culinary Committee- Pinky Maruping
- Chefprenuer Committee- Kevin Joel
- Financial Committee- Coovashan Pillay
- Regional Committee – Warren Frantz
- Transformational Committee- James Khoza
- Communication Committee- Pinky Maruping
- Youth Committee- Candice Adams

An illustration providing regional heads per province was further displayed.



3.13 SA Chefs has established a Youth Advisory Committee. Applications were open to all the Association's members and attracted 86 applicants of which, 8 were selected to form the committee and 5 have formed active working committees.

3.14 In conclusion, it is stated that covid caused economic disruption which particularly affected the hospitality industry, but it has also lead to opportunities for innovation especially with regard to the future of the workspace.

Academy of Chefs Report by Bruce McKay, presented by Phillipe Frydman.

3.15 Academy of Chefs (hereon referred to as "AOC") has changed their logo to better represent the Academy and SA Chefs. The AOC has also updated their policies, statutes and jackets for members which reflects their new logo. An illustration of the jacket is presented.

3.16 A decision was made to be more involved in SA Chefs events and to further showcase the academy. This was done in Hostex, Oakfield Farms Fundraising event, socials and other smaller events mentioned in the presentation.

3.17 The speaker states that the next step is to fill membership vacancies in compliance with membership criteria stipulated on the website and aims to be more relevant in the industry.

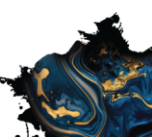
The chair announces that there will be an alteration to how the agenda of this AGM unfolds.

#### 4. Board of Directors Appointment by Phillippe Frydman.

The following Directors were elected to serve on the Board for the financial year of 2023:

- Andile Somdaka
- Candice Adams
- Coovashan Pillay
- Lesley Jacobs
- Mahlomola Thamae
- Thomas Hurter
- Sizwe Cebekhulu
- Warren Frantz

President James Khoza remains President as per his election to do so.



## 5. Resolutions

### 5.1 Special resolution 1:

- 5.1.1 69 for the adoption of the resolution  
1 against  
5 abstained voting.

**RESOLVED** that the Memorandum of Incorporation should be amended to include provisions of a presiding President's term, his/her successor, an interim president, and other terms.

### 5.2 Ordinary Resolution 2:

- 5.2.1 70 for the adoption of the resolution  
2 against  
5 abstained voting.

**RESOLVED** Monique van Wyk CA(SA) RA - PKF Octagon be appointed as the new auditing firm for the Company, as contemplated in section 90 of the Companies Act.

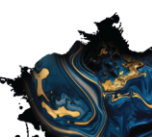
### 5.3 Ordinary resolution 3:

- 5.3.1 69 for the adoption of the resolution  
0 against  
6 abstained from voting

**RESOLVED** any director of the Company, acting alone, is authorised to do all things and sign all documents as may be reasonable or necessary to give effect to the preceding resolutions. Any actions which have been taken by any director of the Company or any of the officer or prescribed officers of the Company related to the preceding resolutions are ratified and approved.

## 6. Presidential Report

The annual report was delivered by SA Chefs President James Khoza. He restates that between 2021 and 2022, members were affected and no governmental help was supplied which led to a loss of revenue. He acknowledges that 75% of members are of vulnerable communities and the association could not compete with basic needs of the affected people, especially with youth unemployment rates. The drop in



professional members were critical and due to restricted gatherings, marketing became an issue.

Despite loss of revenue, the Association remained resilient. He touches on the fact that transformation has been a struggle to implement and is actively looking for means to address this. One of the ways is by introducing a younger, more inclusive board. He looks to include more women in future and undertakes to establish a committee of 15 individuals to mentor them and prepare them for 2023.

The President mentions that the following are key competency areas of focus:  
Membership  
Revenue Generation  
National Team

He concludes by stating that he remains optimistic for the new financial year and extends his thanks to all members, honorary members, directors, staff, the outgoing board and auditor.

Coovashan Pillay then presents the Members Portal and provides a presentation illustrating it. The Membership portal is due to be introduced on 01 August 2023. He reports that an online shopping portal will be introduced on the website by end of 2023.

7. Open Discussion

Questions were addressed from members by the directors.

8. Closing

Coovashan Pillay thanks all partner and sponsors involved in assisting with the AGM.

The meeting was adjourned at 13h37.

Minutes taken by Directors Association.

