

**ANNUAL GENERAL MEETING  
MONDAY 27 FEBRUARY 2023  
AWEX OFFICES**

**MEETING MINUTES**

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Koen Rombouts (KR), President of the BCCSA Johannesburg, opens the AGM at 18h35, welcomes the attendants and Mr Yves Roels, the new President of the BCCSA in Cape Town who is joining online.

With regard to the attendance at this AGM: there are 9 members present in the offices of Awex and 1 proxy, a total of 10 votes. There is no quorum, as we should have 38 votes.

KR informs the AGM participants that, according to our constitution, the President should adjourn the AGM and re-open it in 1 hour. He asks if all are in agreement that the 35 min. that have passed can be considered as the interruption and suggests continuing with the meeting. All participants agree to this.

The votes of the participants at this AGM (10) will be the ones that will count to approve the reports and other decisions that need to be taken during this AGM.

**1. Introduction**

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- The agenda lists:
  - The approval of 2022 minutes
  - The '23 report of the President
  - The '23 report of the Treasurer
  - The outgoing and incoming committees
  - The '23 Priorities
- As they are no remarks or comments, KR notes that the agenda of the 2023 AGM is approved.
- Any remarks or comments on the minutes of the 2022 AGM Minutes? The minutes were sent with the invitation to this AGM.
  - ***All members approve the minutes of the 2022 AGM.***

He then proceeds to his report of 2022.

## 2. President's Activity Report for 2022

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- 2022 was the year of “Back to Normal”.
- Some comments:
  - We retained the number of members and increased the turnover, thanks to an extra Diamond Member.
  - Great collaboration with the other European business chambers.
  - Social events are also important and often offer a platform to do business.
  - KR thanks Pierre Quoilin for the financial and operational supports that him and his company have offered to the BCCSA to organize the Taste of Belgium market in Johannesburg, it was greatly appreciated.
  - It is important to stay close to the organisations like Awex and FIT, as they offer sponsoring and assistance when we organize events.
  - Thanks to the collaboration with Cape Town, we have aligned our work and have come up with 1 structured chamber, rather than 2 separate entities.
- Overview of the activities in 2022 – no special comments
- On the marketing side, we continued using our social media pages to announce our events and put the spotlight on our members, resulting in an increase of followers on LinkedIn.
- KR asks for vote of approval:
  - ***Unanimous vote of approval for this report.***

KR calls Claudine Vandenabeele to come to the front to report on the financials of 2022, as Fernando Rolo is away on a business assignment and could therefore not attend the AGM.

## 3. Treasurer's Report on the Financial Results of 2022

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- Out of the 4 objectives that were set in 2021 for the 2022 financial year, almost all of them were achieved. We only did not perform on the cash flow situation of the National account.
- Remark that a yearly budget is discussed and approved at the committee meeting, is then updated monthly, presented to the Exco and discussed at each committee meeting, to make sure we are on track.

### 3.1. Results & balance sheet of the Johannesburg account

- Compared to 2021, the big difference in the income is the revenue received from events, as we could organize live events in 2022. We also received subsidy and fees back from the national account, hereby increasing the turnover to R498,229.
- The expenses increased mainly due to the costs of events.
- The result is a surplus of R110,004.
  - The income is split between fees and events, which is positive (we are not dependent only on the fees)
  - Expenses are mainly due to the events and then to the consultancy fees.

- Remarks re balance sheet: the cash flow situation has been improved.
- CV asks for vote of approval
  - ***Unanimous vote of approval for this report.***

### **3.2. Results and balance sheet of the National account**

- Income: there was a slight increase in fees and the 2022 federal subsidy was paid in full in Dec 22.
- Expenses: there were more expenses in 2022, i.e. accounting fees, marketing and insurance. 2/3 of the federal subsidy were distributed to the JHB and CPT accounts.
- The result is a small negative amount for the National account.
- Compared to 2021, the cash flow has decreased but it is still healthy.
  
- Remarks from KR: both accounts show a very healthy financial situation.
- Question is asked about the reason to have a national account: there are many expenses for services that are used by both chapters of the BCCSA (eg webhosting, auditors, Glue Up,...), therefore it makes sense to have 1 account that pays for these expenses.
- With the BCCSA going national, the Joint Liaison committee has agreed that 40% of the membership fees that will be paid locally (ie in CPT and in JHB) will be transferred to the National account, so that there is an inflow of money to cover these expenses. The local expenses are mainly linked to the events and management of the office.
- CV asks for vote of approval
  - ***Unanimous vote of approval for this report.***
  
- Treasury objectives for 2023:
  - All are in agreement with these objectives.
  
- It is suggested that in 2024, we increase the amount of federal subsidy, to be obtained from the Belgian authorities. This objective should then be included in the treasurer objectives of 2024.

### **4. Outgoing and Incoming Committees**

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- Komal Naicker resigned in May 2022 and Fernando Rolo took over as Treasurer.
- A new member is joining the committee: Aude Vantomme.
  - She will specifically be helping CV with the organisation of the social activities of the BCCSA.
- KR is personally thanking Pierre Quoilin who is leaving the committee. KR appreciated the 3 years that they spent in the Exco committee together and acknowledged that Pierre contributed a lot to the evolution and growth of the Chamber.
- Remark re the decrease in number of committee members: KR confirms that we are actively looking at new members. In the AGM invite, there was a call for candidates. It is important to have committee members that are active and willing to “give” some time to the BCCSA (almost exclusively for the meetings, not to organise events as this is the job of

the GM).

- Koen Rombouts also thanks the GM for her work.

## 5. Priorities 2023

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- CSI project: Sizanani, founded by the Belgian journalist Valerie Hirsch, could be an ideal partner. They are looking for financial support for the students, but also for coaching and micro-funding for small entrepreneurs.
- A SA Chamber of Commerce will be launched in March in Belgium, supported by the SA Embassy in Brussels. There are potential synergies and opportunities to work together, we will be engaging with them actively as soon as they are ready.
- It is confirmed that CV will remain GM until next AGM, a new contract will be signed.
- In terms of activities, it is an exciting and busy year, with the State Visit, the 30 years of the BCCSA and 2 key events.
- The social aspect of the Chamber is also important, as we found out last year that some of our members are joining the Chamber to attend these social gatherings. We will make sure we organise events like BE Tuesday and events for the families.
- It is suggested that we should organise a survey among our members to ask them what their main topics of interest are, so that we can be more specific and more focused with the themes of our events. We can also ask via LinkedIn. Our CRM tool, Glue Up, allows us to do survey, create communities and for members to engage on the platform.
- Whereby KR thanks all participants and adjourns the AGM at 20h15.