Minutes of the Annual General Meeting of Protective Behaviours Southern Africa

held on 29 September 2023 at 14h00
Join Zoom Meeting
Meeting ID: 842 0910 6358
Passcode: 724868

In Attendance

Hilda O'Callaghan, Lisa Calver, Monica Nomlala , Janice King, Liesl Pretorius , Mandla Mkandla, Refiloe Mofelehetsi, Christelle Hattingh, Busisiwe Mgudlwa, Venessa Van Heerden, Debbie Hemmens, Zola Zulu, Anna-Karin, Elaine Pienaar (14)

Apologies Received

Hayley Walker, Andrea Breetze, Natalie Mentoor, Cathy Boucher

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1. Welcome
Janice was appointed chairperson for the meeting, and welcomed everyone present. No proxy was noted. Janice confirmed that a quorum is established

2. Approval of the 2023-Agenda
No agenda of 2023 was made available and it was accepted and approved. No new matters.

3. Approval of the minutes of the previous Annual General Meeting
The last AGM meeting minutes (2021) were distributed prior to the meeting and is also available on the PBSA website. Anna-Karin Ohrnstedt, who worked with Lydia will look to see if she can find the AGM minutes of 2022. Anna-Karin mentioned the last correspondence she can see between Lydia and Tsepang is about Lydia going to send her Ipad recording of the AGM to her, but nothing after that.

4. Receiving the Chairperson's Report
Chairperson's report:
Janice came late into her Chair position, May this year, after the sad passing of our beloved Lydia. We mourn with her family and GCF at the loss of this kind, beautiful and big-hearted human, she said. Chairperson stated PBSA has been somewhat dormant in the last few years since lockdown, with opportunities and finances for training being hard to come by, as NGOs and communities struggle to make ends meet.

She went on to state that the highlights for her and despite all the challenges the work continued, and the Senior and Master Trainers has done an excellent job in taking PB to new places.

The policies and procedures are available on the PBSA website and she would encourage all the stakeholders to familiarize themselves with and understand them. Many of PBSA trained Practitioners and Trainers have

battled to find sufficient opportunities and have had to rely on other work avenues. At an Organisational level, PBSA have also had some challenges over the last few years to get our structures and systems in place, with some disappointment.

PBSA Master Trainers, the trusty patron and tirelessly committed Hilda and the innovative and dedicated Hayley, continue to take the PB message to many. Multiple schools and ECD center's in Gauteng have received the PB Programme incorporated into their Lifeskills lessons over the last year. Incredible investments of PB Programmes are being made across schools in the Eastern Cape, as a group of school-based Social Workers and Counsellors spread the life-changing, healing content of PB into the lives and hearts of many children there. Monica and her "Give a Child a Family (GCF)" carry on in their supportive and equipping efforts with foster families in all the areas they cover.

So, despite the challenges, PB continues to be taken too many. But, as always, not as many as is our vision and dream, which seeks to bring safety and protection to every child in South Africa. Exciting areas of growth and expansion in our reach and vision include new connections with Association of Christian Schools (ACSI), National Freedom Network, Salvation Army, SOS, working within the Gauteng Sporting sector using PB as a tool for athlete safeguarding.
Applications for funding from DSD WC, were submitted on 29 September 2023.

PB has been afforded several media exposure opportunities and promotional Conference opportunities, including 702, SABC Sport, Kingfisher FM, JellyBeanz Child Protection Conference, Annual ECD Conference, which have enabled us to spread the message of PB further.

Our most encouraging and exciting change is that we have employed a full-time Social Worker who will Co-ordinator and will manage all aspects of the PB organisation. We are delighted to welcome Tassia Nolan, a senior Social Services Practitioner and PB Trained Practitioner of 33 years' experience, into our newly created post.

5**. Receiving the Financial Report**
In the financial year - end February 2023, financial activities remained subdued pretty much like the prior year ended February 2022. Total income for the year was R14 509 while expenses amounted to R27 172 resulting in a deficit of R12 664. These amounts were the total financial movement, there were no investments of any form. Although the deficit position in our trading activities is small, it is however concerning. This also speaks to the overall sustainability of the organization. An aggressive approach to raising money is now required to improve our situation and grow the organisation. As we develop our strategy our strategy should spearhead the income generating function and growth of the organisation. Members suggest that PBSA need to generate more income vis-a-vis expenditure, but PBSA still have approx. R400,000 in the bank. Motion was approved for Chantel Elliot & Co to be auditors for PBSA. Liesl suggest perhaps PBSA should consider investing a portion of the R400k to generate income/interest. Janice asked for a proposal to approve the budget and Christelle Hatting nominate, the motion was accepted. The budget for the ensuing year was also approved.

6. Election of the Board for the ensuing year
A minimum of five members shall serve on the Governing Board bearing the following portfolios : The Chairperson, the Vice Chairperson, the Treasurer and the Secretary The following Board Members current positions was approved:
Chairperson: Janice King
Vice Chair: Monica Nomlala
Treasurer: Carl Smith

Secretary: Christelle Hatting
Non – Exucutive Members :
Hilda O'Callaghan,Venessa Van Heerden, Zola Zule, Refiloe Mofelehetsi, Mandla Mkandla, Liesl Pretorius

No vacancies currently and the Governing Board members shall serve a maximum of three consecutive years.

7. Receiving the Master Trainers' Reports:

Hilda O'Callaghan presented a visual display of Trainers Report**.**

She confirms that virtual training is increasingly the methodology used, which has impacted PB's reach into rural / remote areas within SA, more people outside of major cities have become Practitioners during the past two years.

Number of new Practitioners trained – 433
Number of Parents trained - 104
Number of Adults trained in the Teen Programme - 59
Number of Senior Trainers trained – 16
Number of adults attending PB Information Sessions – 1254

7.1 Some of the Training Achievements

- A number of Primary Schools are taking a 'whole school approach', training their teachers as Practitioners to role the program out to ALL the learners.
- In East London, Selbourne Primary School trained 2 of their staff as Senior Trainers who trained 84 Practitioners including teachers, admin staff and sports coaches.
- Two more schools in East London (Clarendon and Stirling Primary Schools) are planning the same 'whole school approach', having also done the Train the Trainer.
- The above approach has already started to spread to other schools in the district and Komga Primary School has recently trained 17 of their teachers.
- Rondebosch Boys' Preparatory School in Cape Town trained 31 teachers who will start the role out of PB in Term 4, 2023. They plan to do the upcoming Train the Trainer workshop to ensure all 70 teachers are trained Practitioners.
- Eunice Primary School in Bloemfontein trained 27 teachers, planning to train every staff member in their school for a complete role out to all students.
- The Salvation Army in Southern Africa has adopted PB as part of their strategic plan to empower some of the must vulnerable communities across Southern Africa.
- ACSI show PB as a partner on their website where we can advertise https://acsi.co.za.
- National Freedom Network show PBSA as a partner on their network. NFN link all major human trafficking organisations in Southern Africa. https://nfn.org.za/

7.2 Current Projects:

DSD Child Protection Conference, Kimberly, Northern Cape

- Jelly Beanz Child Trauma Conference
- Safer Schools Conference
- Altus Sport Athlete Safeguarding Conference
- SASCOC Conference—using PB for Athlete Safeguarding education

- Annual ECD Conference
- A permanent Tuesday morning timeslot on Radio in Kimberley
- highlights the benefits of the PB Program.
- Three Radio interviews were done in Port Elizabeth and Pretoria.

8. New and Other Business

8.1 PBSA Structures Survey

PBSA-Vice Chair is in the process of conducting an Organisation-wide survey, the outcome of which, once completed, will determine the focus and process to improve PBSA structures, not limited to training Structure and M&E process. Further to this, it will also inform the development of our organisation strategy and fundraising strategy to assist with improving the suitability of our organisation and impact. The survey that is awaiting Board approval. (See questionnaire attached)

Hilda thanked Janice for stepping in when needed the most and organizing the AGM. Everyone thanked Janice for her commitment and dedication.

ORGANOGRAM OF PBSA

<table>
<tr><td colspan="4">PBSA BOARD OF MANAGEMNT (9 volunteer members)</td></tr>
<tr><td colspan="4">PBSA Co-Ordinator (1 paid member)</td></tr>
<tr><td>MASTER TRAINERS</td><td>SENIOR TRAINERS</td><td>PRACTISIONERS</td><td>END USER</td></tr>
<tr><td>10 Practitioner workshops – trained minimum of 100 practitioners.
• 6 PB programs delivered to the end user.
• Minimum of two forums/conferences/radio.</td><td>An application to become a Senior Trainer will be assessed based on the current level of involvement in the, program as a Practitioner AND their indication of future involvement as a Senior Trainer. Previous involvement, in delivering PB will be at a minimum of:
• 2 PB Programs delivered to the end user.
• 2 Information sessions for parents/adults.
Training as a Senior Trainer will involve:
• Attend the 3-day Train the Trainer (TTT) workshop.
• Complete one practitioner workshop, being observed and given feedback by another Senior Trainer or a Master Trainer, within 6 months of the TTT workshop.
• Submit a report as determined by the supervising MT.</td><td>Attend the 12-hour Practitioner Workshop.</td><td>Recipient</td></tr>
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8.2 Co-Ordinator's Future Plan 2023/2024

- Tighter Coordination of PB Programmes & the promotion thereof.
- Create an online PB Programme Training Calendar for the year 2023 / 2024.
- Appointment of Provincial Training Representatives,
- The WC-Plan (Creating more structure, getting the funding, Rolling-out of the program to the most vulnerable communities),
- Quarterly Active Trainers Gatherings for support, communication & resource sharing,
- Online Programme Coordination & Registration options,
- Update the Membership Forms and List of Active Trainers,
- Regular updates of PBSA Website,
- Registration with South African Council for Educators (SACE),
- Endorsement from Department of Basic Education (DBE),
- Registration with HWSETA
- CPD registration with SACSSP

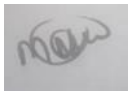
9. Closing

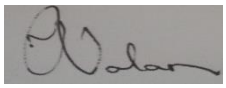
Janice thanked everyone for joining the AGM today and looks forward to working with and for the organization in the coming year.

She closed with a special thanks to the board members whom she is delighted in serving with, she looks forward to what they are going to achieve in the coming year.

There being no further matters to discuss, the Chairperson confirmed the meeting closed.

Sign:  Chair Person J H King

Sign:  Vice Chair M Nomlala

Sign:  Co-Ordinator T. Nolan

29 September 2023.