

21 August 2024

**NOTICE IS HEREBY GIVEN OF THE ANNUAL GENERAL MEETING OF  
THE SOUTH AFRICAN SCREEN FEDERATION (SASFED)  
TO BE HELD VIRTUALLY  
ON TUESDAY 27<sup>TH</sup> AUGUST 2024 AT 16H00**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NzhkYzBkNDUtMzEyNC00OTlyLTg0ZTEtZDVIMTE1Yzg5MGMMy%40thread.v2/0?context=%7b%22Tid%22%3a%22a6c402df-94cf-4ad9-ba19-8fa9173420f0%22%2c%22Oid%22%3a%224ae25b35-a5a5-4a54-b3bd-382bfbdfdc10%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzhkYzBkNDUtMzEyNC00OTlyLTg0ZTEtZDVIMTE1Yzg5MGMMy%40thread.v2/0?context=%7b%22Tid%22%3a%22a6c402df-94cf-4ad9-ba19-8fa9173420f0%22%2c%22Oid%22%3a%224ae25b35-a5a5-4a54-b3bd-382bfbdfdc10%22%7d)

In line with clause 11.8.7 and 11.8.8 of the SASFED Constitution the AGM MUST form a quorum.

- 11.8.7 The AGM shall form a quorum if 80% (eighty percent) of the full members of SASFED are represented with a voting mandate.
- 11.8.8 If within one hour after the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned to a day not earlier than 3 (Three) days and not later than 14 (Fourteen) days after the date of the AGM and if at such adjourned meeting a quorum is not present within half an hour after the time appointed for the meeting, the Members present shall be a quorum.

**It is therefore imperative that member organisations ensure that their representatives attend.**

**Kindly confirm your attendance to the [natco@sasfed.org](mailto:natco@sasfed.org) not later than 26<sup>th</sup> August 2024, midday.**

**ATTACHED TO THIS NOTICE, PLEASE FIND:**

- SASFED COUNCIL Mandate forms – every organisation to must please fill out their mandate form (instructions on the form)

**SASFED Member Organisations:**

A.S.A. – Animation South Africa / DFA – The Documentary Filmmakers’ Association / IBFC – The Independent Black Filmmakers Collective / ICGSA - Independent Colourists Guild South Africa / IDAA – Independent Directors Association Africa / IPO – The Independent Producers Organisation / PMA – The Personal Managers Association / SAGA – South African Guild of Actors / South African Guild of Editors – SAGE / SWIFT – Sisters Working In Film And Television / WGSA – Writers Guild of South Africa

Terms Of Engagement – NFVF (The National Film and Video Foundation) / 2 x Industry Awards Board Seats – SAFTA Board Member – SOS (Supporting Public Broadcasting Coalition) / Digital Television Advisory Group – ICASA

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**SASFED ANNUAL GENERAL MEETING, 16<sup>th</sup> JULY 2024, AT 16H00**

**EVENT :** SASFED AGM

**VENUE :** MICROSOFT TEAMS Video Conferencing

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NzhkYzBkNDUtMzEyNC00OTlyLTg0ZTEtZDVIMTE1Yzg5MGMMy%40thread.v2/0?context=%7b%22Tid%22%3a%22a6c402df-94cf-4ad9-ba19-8fa9173420f0%22%2c%22Oid%22%3a%224ae25b35-a5a5-4a54-b3bd-382bfbdcdc10%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NzhkYzBkNDUtMzEyNC00OTlyLTg0ZTEtZDVIMTE1Yzg5MGMMy%40thread.v2/0?context=%7b%22Tid%22%3a%22a6c402df-94cf-4ad9-ba19-8fa9173420f0%22%2c%22Oid%22%3a%224ae25b35-a5a5-4a54-b3bd-382bfbdcdc10%22%7d)

**DATE :** Tuesday, 27<sup>th</sup> August 2024

**TIME :** 16h00 to 18h00

**AGENDA:**

**1. Opening and Welcome**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

Welcome of members and guests. Approval of non-members as observers.

**2. Attendance and Apologies**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

- (a) Members represented and number of votes
- (b) Observers present
- (c) Others present:
  - (i) By right;
  - (ii) By invitation

**3. Confirmation Of Notice And Document Circulation**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

- (a) On the SASFED website;
- (b) To NOTE that a Notice to members convening the Annual General Meeting was sent to the Members on Friday, 21 August 2024 and published on the SASFED website on Friday, 22 August 2024;
- (c) To NOTE that the Notice of the Annual General Meeting, the Annual Financial Statements and the Chairpersons Report have been circulated to members via

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electronic mail to member representatives who are able to accept communications in this manner; and

- (d) To NOTE on-the-day voting will be made available during AGM proceedings.

**4. Explanation of meeting process, rules of order and meeting agreement**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

**5. Approval and Adoption of the Agenda**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

**6. Declaration of Interest/Conflict of Interest**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

**7. Confirmation of Previous Annual General Meeting Minutes (January 2022) and Any Business Arising from the Minutes:** These Minutes will be taken as read and any matters arising from Members will be addressed.

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

**8. Address to Members by SAFED Co-Chairpersons**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

- (a) Welcome Members and new Members
- (b) Thank you to Council Members, volunteers
- (c) Council's Report

**9. Finances**

- (a) Receive and Consider the Annual Financial Statements for Financial year 1 March 2022 to 28 February 2022

*Chairs*

Adoption of the audited accounts for the financial year 2021/2022

- (b) Receive and Consider the Annual Financial Statements for Financial year 1 March 2022 to 28 February 2023

*Chairs*

Adoption of the audited accounts for the financial year 2022/2023

- (c) Receive and Consider the Annual Financial Statements for Financial year 1 March 2023 to 28 February 2024

*Chairs*

Adoption of the audited accounts for the financial year 2023/2024

- (d) Financial Update for 2022 and 2023

*Nyasha Matewe, Treasurer - CAPSTAN*

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(e) Reappointment of CAPSTAN as SASFED Accountant

**10. Adoption of the Revised SASFED Constitution**

**11. Notification of Resignation of Member Representatives during the year 2022 and 2023**

*Bongi Ndaba and Jahmil Qubeka, Co-Chairpersons*

- a) Mayenzeke Baza (2022) and Azania Muendane (2023)
- b) Desmond Naidoo & Dylan (2022)
- c) Anna Duckworth (2022)
- d) Londeka Mlauza (2022)
- e) Tshenolo Mabale (2022), Cati Wienek, Khalid El-Jelailati, Busisiwe Ntintili (2023)
- f) Quinton Fredericks (2023)
- g) Khanyi Magubane (2024)
- h) Azania Muendane (2024)
- i) Pearl Munonde (2024)
- j) Whitmore Ngwira and Tunde Ogundipe (2024)

**12. Re-election of existing Member Representatives:**

Members will be required to vote by a show of hands. The whole Council are individually standing for re-election, in alphabetical order.

**a) A.S.A - Animation South Africa**

Main Member: Xolile Vunda; Alternate:

**b) DFA - The Documentary Filmmakers Association SA:**

Main Member: Odette Geldenhuys; Alternate: Lameze Allie

**c) IBFC - The Independent Black Filmmakers Collective**

Main Member: Tshepiso Chikapa-Phiri; Alternate: Maganthrie Pillay

**d) ICGSA - Independent Colourist Guild of South Africa**

Main Member: Corine Smith; Alternate: Lesley Moyo

**e) IDAA - Independent Directors Association Africa**

Main member: Andile Sinqotho; Alternate: Siya Sityane

**f) IPO - The Independent Producers Organisation**

Main member – Jahmil Qubeka; Alternate: Wandile Molebatsi

**g) PMA - The Personal Managers' Association**

Main member: Tarryn Edwards; Alternate: Althea Greenland

**h) SAGA - South African Guild of Actors**

Main member: Carlynn de Waal-Smit; Alternate: Jack Devnarain

**i) SAGE - South African Guild of Editors**

Main Member: Simon Makwela; Alternate: Tongai Furusa

**j) SWIFT - Sisters Working In Film and Television**

Main Member: Natalie Delpont-Louw; Alternate: TBC

**k) WGSA - Writers' Guild of South Africa**

Main Member: Bongsi Ndaba; Alternate: Anil Polton

**13. Notices and Election of Prescribed Officers (i.e. Office Bearers)**

a) Presentation of Co-chairpersons schedule.

Members to ratify by show of hands.

b) Election of the Treasurer

Mike Auret

Members to ratify by show of hands.

15. Questions Received

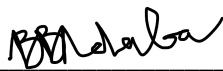
16. Any other business

17. Closure of Meeting

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**Notes to Members:**

1. **Attendance:** All approved members as at date of AGM
2. **Proxy:** We shall submit Proxy voting forms for those who wish to vote but are unable to attend.
3. **Agenda Additions:** Only items with supporting documentation and approved by the Co-Chairs can be included in the Agenda.



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Bongsi Ndaba  
Co- Chairperson



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Jahmil Qhubeka  
Co-Chairperson

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