

National Association for Clean Air (NACA)
Annual General Meeting — Minutes

Conference year: 2024

Meeting type: AGM (held during last year's conference)

Location: Randberg, Johannesburg

Date/Time: 6 September 2024

Chair: Roelof Burger

Agenda

1. Opening and Welcome (appointments, recommendations)
2. Adoption of Agenda and Previous Minutes
3. Matters Arising (publication capacity)
4. Financial Report (year ended 30 June 2024)
5. Branch Reports: KwaZulu-Natal; Western Cape; North-West; Northern
6. Thematic Chapters: Modelling; Youth
7. Council Positions and Elections
8. Web and Communications Update (website migration)
9. Training and Capacity Building
10. Awards (Scientific; Special; Corporate)
11. Thanks and Acknowledgements
12. Incoming Leadership Remarks and Closing
13. Decisions and Actions Summary

1. Opening and Welcome

- Welcoming by the president of NACA.

2. Adoption of Agenda and Previous Minutes

- Agenda adopted without objection.
- Previous AGM minutes adopted. No corrections recorded.

3. Matters Arising

- Publication capacity: North-West University (NWU) requested broader participation in publishing. NWU cannot publish more than 40% of conference papers; other universities, industry and government are encouraged to partner on publications.

4. Financial Report (Year ended 30 June 2024)

Presenter: Robert Murphy (Registered Auditor).

- Overview: NACA is a small NPO with multiple income streams; aim is to cover costs, build modest reserves, and reinvest in activities.
- Income trend: ~R2.2 million for the year (R1.7m prior year; ~R0.7m the year before).
- Net asset value: ~R640k–R650k at 30 June 2024.
- Income breakdown (headlines): sponsorships & conference income (~R1.1m); interest (~R283k); course fees; journal advertising; membership fees; sundry (incl. insurance refund).
- Expenditure highlights: accounting support; advertising/marketing; audit; bank charges; IT/computer; depreciation (~R1k); functions; insurance; internet/comms; journals (publication costs); printing & stationery; rent (office at Beverly's place); salaries (small team); conference expenses (timing spans financial years); travel (conference-related).
- Indicative result: surplus noted (~R200k), with ~R166k income from courses contributing materially.

Decision: Financial report received with thanks. No objections recorded.

Action: Treasurer/Secretariat to circulate signed annual financial statements (AFS) and management report to all members and post on the website.

5. Branch Reports

KwaZulu-Natal (Hash): July knowledge-sharing session; speakers from SRK (climate change), eThekweni Municipality (controlled fuels policy), legal overview of AQ legislation; municipal AQ officer on applications. Strong multi-sector attendance. Thanks to National office.

Western Cape (Johanna): UCT event (June) on National Dust Control Regulations with DFFE update (2018 amendments) and vendor inputs. Upcoming State of the Atmosphere (Saldanha Bay) report launch on 23 Oct with stakeholders (monitoring status, coastal methods, community perceptions, recommendations).

North-West (Brigitte): Two scientific meetings incl. postgraduate proposals; >20 NWU representatives attended the conference; two events planned for November (all stakeholders; students).

Northern (Napo): First branch event planned for November (date/venue TBC); two topics proposed; two sponsors secured.

Action (all branches): Confirm Q4 dates, venues and programmes; submit short write-ups for the website/newsletter.

6. Thematic Chapters

Modelling Chapter (Mogesh): Chapter inaugurated; one meeting held; to be revived with an early-next-year meeting; promote open discussion across sectors.

Youth Chapter: >115 interested individuals; not yet operational; call for volunteers to convene, elect a chair and propose a 2025 plan.

Action: Secretariat to facilitate Youth Chapter start-up meeting and elections; Modelling convenors to issue a survey and schedule first 2025 meeting.

7. Council Positions and Elections

- Constitutional note: half the ordinary members vacate annually; up to three co-opted members permitted for portfolios.
- Sectoral balance highlighted (industry, legal, academia, society).
- Nominations presented; live voting conducted via QR code.
- Election outcome: Brigitte and Phathu elected. Late nomination Warren Joubert narrowly missed by one vote; willing to serve.
- Noted: Congratulations to the incoming Vice-President, Dr Johanna von Holdt.

Decision: Council to consider up to three co-options post-AGM to cover key portfolios.

Action: Council Secretary to publish full 2024/25 Council list and portfolios; approach shortlisted candidates for co-option.

8. Web and Communications Update

- Demonstrated Google-Sites rebuild (conference site used as pilot). Current site is outdated and costly to update; the Google platform reduces costs and eases maintenance.

Decision: Proceed with migration of the main NACA site; gather feedback via conference survey.

Action: Web lead to share draft sitemap and content requests; branches/chapters to submit updates.

9. Training and Capacity Building

- Recent training in Cape Town delivered with industry participation; City of Cape Town officials trained. Financial contribution noted under Annual Financial Statements.

Action: Training portfolio to table a 2025 course calendar and seek host partners.

10. Awards

Scientific awards:

- Best scientific paper & presentation (non-student): Dr Gerrit Cornelius (University of Pretoria) — Tiered gaseous emission factors for SA solid fuels.
- Best scientific paper & presentation (student): Sim Bridges (NWU) — Emissions performance of clean stoves/ovens using SA wood species.
- Best poster: Anuska [surname tbc] (NWU) — Estimating PM_{2.5} emissions in Sharpsville; waste-burning emission factors in dispersion models.
- Best 3-minute research talk: Dr Bavisha Koovarjee (UCT) — Mapping & managing air-pollution risk in mining areas.
- Honourable mentions: Dr Carla [MIT] (public-health impacts of residential heating electrification, USA); Prof Frank Newman (NWU) (aerobiology progress in SA); others as announced.

Special and corporate awards:

- Golden Award — Dr Gerrit Cornelius (lifelong contribution across industry, consulting and academia; standards work; NACA/Clean Air Journal service).
- Golden Award — Sally Benson (Western Cape DE&DP) — provincial leadership and municipal AQMP coverage. Acceptance noted online; formal handover to be arranged in Cape Town.
- Corporate Award — Airshed Planning Professionals — 21 years of service, professional development, and sector contributions.

Action: Secretariat to verify names/titles, compile citations and publish on website/newsletter.

11. Thanks and Acknowledgements

- Sponsors and exhibitors thanked (full list displayed at conference — to be reproduced on website).
- Venue partner: MINTEK and Dr James Tshilongo acknowledged for hosting support.
- Outgoing President Prof Ruölf Burger thanked for two-year term; a token of appreciation presented.

12. Incoming Leadership Remarks and Closing

- Incoming President noted the importance of cross-sector collaboration and thanked Council (including co-opted members).
- Closing remarks delivered; conference closed with thanks to all attendees.

13. Decisions and Actions Summary

Decisions

- Financial report received.
- Proceed with migration to Google-based website.
- Council election results confirmed; consider co-options to fill portfolios.

Actions

- 1) Treasurer/Secretariat: Circulate signed AFS and management report; post on website.
- 2) Branch Chairs: Confirm Q4 events and submit summaries for web/newsletter.
- 3) Modelling Chapter: Survey interest; schedule first 2025 meeting.
- 4) Youth Chapter: Convene start-up meeting; elect chair; draft 2025 plan.
- 5) Council Secretary: Publish Council & portfolios; approach co-opt candidates.
- 6) Web Lead: Share sitemap; request updated content; implement site migration.
- 7) Training Portfolio: Table 2025 course calendar and hosting partners.
- 8) Secretariat: Verify awardee names/titles; publish full citations.