

## ASSA COUNCIL MEETING MINUTES

<b>DATE</b>	21 July 2021	<b>TME</b>	18:00 18:45	<b>VENUE</b>	Via TEAMS
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### ATTENDANCE

Council	Role
Chris Stewart	President (Chair)
Case Rijdsijk	Vice President
Dr Pierre de Villiers	Council Member
Dr Ian Glass	Council Member
Clyde Foster	Council Member
Adv AJ Nel	Treasurer
Lerika Cross	Secretary
Alison Coulter	Chair - Johannesburg Centre

### Appointees

Auke Slotegraaf	SGAS Editor
Allen Versfeld	Citizen Science Section Director
Chris de Coning	ASSA Archiving, Historical Section Director
Dr Claire Flanagan	Convenor of Scholarships
Dave Blane	Double and Variable Stars Section Director
Douglas Bullis	Deep Sky Section Director
John Gill	Web Manager

### Invited Guests

Dr Daniel Cunnama	Science Engagement Astronomer, SAAO
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### Apologies noted as (a) /Absent

Dr Pieter Kotze (a)	Council Member
Wilmi Nel (a)	Membership Secretary
Marius Reitz (a)	Chair - Cape Centre
Bosman Olivier	Chair - Pretoria Centre
Piet Strauss	Chair - Durban Centre
Thinus van der Merwe	Chair - Bloemfontein Centre
Martin Heigan (a)	Imaging Section Director
Bruce Dickson (a)	Cosmology Section Director
Percy Jacobs (a)	Photometry and Spectroscopy Section Director
Dr Christian Hettlage (a)	Web Master
Kos Coronaios (a)	Observing Director

### ASSET (for distribution)

Tim Cooper	For ASSET Trustees
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	<b>Agenda</b>	<b>Discussions / Decisions / Actions (in bold)</b>
1	Welcome Apology	C Stewart opened the 5th ASSA Council meeting for 2020/21 year, welcoming Council members and invited guest, Dr Daniel Cunnama. Apologies received are noted in the attendance list.  C Rijdsijk thanked everyone for supporting rescheduling the meeting from 19 to 21 July.
2	Previous Minutes  Matters	Minutes of Council meeting held 24 May (as attached to agenda) was approved (C Stewart, C Rijdsijk).  <b>Note:</b> Actions arising from previous minutes are <i>in italics</i> . Current actions are

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Agenda	Discussions / Decisions / Actions (in bold)
arising	underlined. Actions arising from Finance Sub-Committee (“FSC”) meetings are noted in italics ( <i>date FSC</i> ).
3 ASSA Comms	<p><b>3. Communication</b></p> <p><b>3.1 Communications document</b>  <i>Permanent item: latest version attached to Agenda for review /updates by all Members</i>  <u>C Rijdsdijk</u> offered to send L Cross edits.</p> <p><b>3.2 Website</b>  <i>Permanent item: <u>Section Directors and Centre Chairs</u> to ask John Gill to effect any change to their pages on the website if they cannot do it themselves.</i>            No updates reported.</p> <p><b>3.3 Update/Comments from Centres and Section Directors</b>  <i>Permanent item: <u>Section Directors and Centre Chairs</u></i>            Auke reminded <u>Centre Chairs</u> to please look at their info on pages 116, 117 in the Sky Guide and send updates to him, asap (copy L Cross, J Gill).</p> <p><b>3.4 Other Astronomical Societies / Affiliations</b>  <i>Permanent item</i></p> <p><b>3.4.1 African Astronomical Society (“AfAS”)</b>  <a href="https://www.africanastronomicalsociety.org">https://www.africanastronomicalsociety.org</a>            Information received via email or whatsapp group set up by AfAS (for amateur astronomy associations in Africa) to “discuss events, plan common activities and share resource material”, is being shared by L Cross via the assavip mail group.</p> <p><b>3.4.2 Botswana Astronomical Society</b>            Gihan Ilangakoon shared an invite on assavip mail group, to a virtual presentation they arranged in collaboration with the Botswana International University of Science and Technology on the origins of the Motopi Pan meteorite found by a team of international scientists, including Tim Cooper (ASSA Specialist in Asteroids, Meteors, Comets) in the Central Kalahari Game Reserve.            “Tracing Motopi Pan to its source in the Asteroid Belt” was presented by Peter Jenniskens, the lead author of the paper of the comprehensive scientific work in the prestigious Meteoritics and Planetary Science Journal.            C Stewart noted that the virtual presentation was very interesting and well received.</p> <p><b>3.5 ASSA Communication Coordinator</b>  <i>(24 May) ASSA to establish a role to facilitate the productive use of ASSA’s communication means and mechanisms in support of ASSA’s principles noted in the Constitution. A call to be sent out for volunteers (L Cross).</i>            L Cross noted progress has been made but not yet concluded.</p> <p><b>3.6 Letter for your neighbourhood and Dark Sky Section</b>  <i>(8 June) From Oleg Toumilovitch to ASSA-Discussion on 30 March 2020:</i>  <i>The idea is to compile a 1-A4 page document, formally undersigned by ASSA, which would highlight an importance of keeping outside lighting of houses to the minimum and importance of correct installation of lighting devices.</i>  <i>(15 Feb) Council agreed that this item be included in the scope of the previous item.</i>            To be dealt with by the incoming Communications Coordinator.</p>

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	<p><b>3.7 Communication from Centres and Section Directors, to Country/Hon Members</b>  <i>(25 May) It was agreed invitations to a broader group than ASSA members is up to the organiser of the event. A mail group for Country/Hon Members to be established to receive updates/invites aimed at ASSA members (C Stewart, L Cross).</i>            C Stewart, who set up the assavip mail group, noted 68 members have signed up thus far. The group includes Centre Chairs who are welcome to share info with their members.            The mail group info on the website and included in the Country Membership renewal/new member mail must still be checked if fully operational.            (C Stewart, L Cross, AJ Nel, J Gill)</p> <p><b>3.8 2018 ASSA Symposium Presentation</b>  <i>(15 Feb) Auke appealed to the meeting for help with the videos he recorded at the 2018 ASSA Symposium, 26 presentations. Ideally, these should be edited into YouTube and then placed on the ASSA YouTube Channel. Alison Coulter kindly offered assistance. A Coulter informed that completion in near for her to forward to Auke. Auke expressed his appreciation which is shared by everyone.</i></p>
4	<p><b>Publications</b></p> <p><b>ASSA Publications</b></p> <p><b>4.1 SGAS</b></p> <p><b>4.1.1 An e-version</b>  <i>(15 Feb) SGAS “marketing” – including for e-version - to be on website (Auke, J Gill)</i>            AJ advised an e-version option will be in place for the 2022 edition, details are being finalised with Struik eg pricing and distribution.</p> <p><b>4.1.2 SGAS 2021 - distribution</b>  <i>(25 May) A survey was requested to be sent to all Country and Hon Members to enquire if they have received their SGAS for 2021. (AJ Nel, C Stewart).</i>  <i>Options for delivery of 2022 edition to be finalisation at the next meeting. (Council)</i>            C Stewart sent request to all Country and Members, asking if they were still awaiting their SGAS 2021 and AJ Nel remailed editions.            C Stewart expressed his sincere thanks to AJ for the herculean effort in following up and resending copies to Country and Hon Members.</p> <p><b>4.1.3 SGAS 2022 – price and delivery option to Country Members</b>  <u>AJ Nel</u> advised the price, excluding delivery to Country members (bulk delivery to Centres is handled by Struik) will be increased, slightly, expected to be R85, but will be confirmed.</p> <p>Delivery options to still be finalised by <u>AJ</u> and discussed / confirmed by the <u>FSC</u>.            A Coulter noted that ASSA Johannesburg is satisfied with their delivery offering. i.e. optional additional R50 if Members would like their SkyGuide to be couriered to them via PUDO.</p> <p><b>4.2 MNASSA</b>  <i>(25 May) C Rijdsdijk reported that he and Dr I Glass agreed to introduce a new section for Centre News in MNASSA and will solicit input for content from the Centres.</i>            C Rijdsdijk noted the request to <u>Centres</u> to provide him with a regular summary of Centre highlights which could be considered to place in MNASSA.</p> <p><b>4.3 Nightfall</b>  <i>(15 Feb) “Nightfall articles turn up on a Google search originate from <a href="http://ISSUU.COM">ISSUU.COM</a> web page, not from the ASSA's link to that page.” (C Stewart, D Bullis, L Cross)</i></p>

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	<p><i>(25 May) The Nightfall link on the website <a href="https://assa.saa.ac.za/about/publications/connects-to-D-Bullis-ISSUU.com">https://assa.saa.ac.za/about/publications/connects-to-D-Bullis-ISSUU.com</a> web page. Nightfall editions to be similarly handled as with those of MNASSA. It was agreed to take the proposal further with the SAAO in the first instance to confirm how it could be implemented. (<u>L Cross</u>). Council agreed that if require a donation could be made to the SAAO for the hosting space on their servers.</i></p> <p>The Nightfall Editions links are now on the ASSA website  <a href="https://assa.saa.ac.za/sections/deep-sky/nightfall/">https://assa.saa.ac.za/sections/deep-sky/nightfall/</a>            Doug expressed sincere thanks on behalf of everyone to SAAO and Christian and to John for getting the links to Nightfall onto the ASSA website. He encouraged everyone to explore the guidelines on the top of the page which guides one on how to peruse issues before downloading.</p> <p><b>4.4 Other Astronomy related publications</b>  <i>(15 Feb) ASSA could potentially support further Astronomy related publications.            (24 May) <u>AJ Nel</u> offered to prepare guideline recommendation for the FSC to consider in the first instance before taking it to Council.            Still in progress.</i></p>
5	<p><b>5. Scholarships</b>  <i>Permanent item: R20 000 per scholarship in 2020 for ASSA Scholarship and Cooke Scholarship. Scholarships for 2021 is suspended.            (24 May) At the FSC held 20 May, <u>AJ Nel</u> reported R40 000 was withdrawn from the Fund in prep of 2022 Scholarships.  <u>C Flanagan</u> received confirmation to place advert for 2022 bursaries on the website.  <u>AJ</u> will confirm the sum available.            The Scholarships Committee decides the bursars; <u>Clare</u> will inform further detail in due course.</i></p>
6	<p><b>6. Scholarships</b>  <b>6.1 Country Membership 2021</b>  <u>AJ Nel</u> to propose Membership Subscription / Renewal Fee to FSC as soon as possible. Membership includes a SkyGuide 2022. Also refer to 4.1.3.</p> <p><b>6.2 Honorary Membership</b>  <i>Permanent item: ASSA has 12 Hon Members. Max 15  <a href="http://assa.saa.ac.za/about/awards/honorary-members/">http://assa.saa.ac.za/about/awards/honorary-members/</a></i></p>
7	<p><b>7. Governance</b>  <b>7.1 Register ASSA for tax under a VDP (Voluntary ...) Application</b>  <i>(27 Nov 19) Proposal by CTF Services (below the agenda) was accepted: “bold highlighted portions seem to be missing from the constitution”. <u>AJ Nel</u> undertook to compile a draft update to the Constitution and if approved ratified at the next AGM.            (21 Sep) <u>AJ Nel</u> confirmed that the draft amendments to the Constitution was sent to CTFs for sign off before presenting to Council and finalising the document.            (15 Feb) <u>AJ Nel</u> informed the process is being run in parallel with finalising the 2020 financials.            (24 May) <u>AJ Nel</u> reported the item is in progress with SARS  <u>AJ</u> reported 2021 financials is finalised to CTF Services.            2020 and 2021 financials will be submitted in support of tax registration.</i></p> <p><b>7.2 AGM 2020 wrap up and 2021</b>  <u>C Stewart</u> thanked <u>B Olivier</u> for arrangements and <u>C Foster</u> for hosting the handover of</p>

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	<p>the two Overbeek Medals (to Magda Streicher and Clyde Foster), see details in MNASSA. Unfortunately, Andy and Margie Overbeek were unable to attend the session. Item now closed.</p> <p><b>7.3 Upcoming AGM 2021 on 4 August</b> <i>(15 Feb) Council agreed to the proposal and the motion was carried: Chris Stewart will remain as ASSA President until the AGM in 2022. Virtual AGM will be held 4 August, hosted by Pretoria Centre (B Olivier)</i> <u>Directors</u> were reminder to send in reports, consider awards, asap.</p>
8	<p><b>Financial</b></p> <p><b>8. Financial Matters</b> <b>8.1 2020 Financials</b> <i>(15 Feb) Draft financials were received from <u>CTFS</u>; queries are being progressed by <u>AJ Nel</u>; the process is likely to be finalised within the next 2 weeks. Thereafter the financials will be reviewed /audited and signed off by the <u>Independent Compiler, Peter Carlisle</u> whose Auditing business is independent of the normal bookkeeping and tax work done by CTF services for the ASSA. 2020 and 2021 financials in progress (<u>AJN</u>). Refer to 7.1</i></p> <p><b>8.2 Gravity Forms</b> This was purchased by C Hetlaage - refunded by AJ - installed by SAAO IT, to reinstate Captcha for (including the currency conversion fee) R899, in March 2021. Many thanks to SAAO IT and Christian for arranging this.</p>
9	<p><b>ASSET</b></p> <p><b>9. ASSET</b> <i>(Permanent item)</i> No new information to report.</p>
10	<p><b>Royal Obs 200th anniversary</b></p> <p><b>10. ASSA Centenary, Friday 1 July 2022</b> <i>(15 Feb) Further to the alert from Chris de Coning a notification of ASSA Centenary to all and ideas requested for commemoration/ celebration. Ideas thus far received:</i> 1) <i>Whatever happened to the Glass Plates in SA's observatories (Doug Bullis)</i> 2) <i>New Landlords of Jhb Obs to be included in planning (refer Short History Note)</i> 3) <i>Shared activity/ies by all Centres</i> <u>Chris de Coning</u> offered a write up which can be used for content in SGAS 2022 and the website.</p>
11	<p><b>IAU 2024</b></p> <p><b>11. IAU 2024</b> <i>Permanent note: <a href="https://astronomy2024capetown.org/">https://astronomy2024capetown.org/</a></i> <u>Daniel Cunnama</u> confirmed he will engage with ASSA on activities being planned in due course.</p>
12	<p><b>General</b></p> <p><b>12. General items</b> <b>12.1 Dark Sky</b> Daniel Cunnama referred to the email shared by AfAS from the International Dark-sky Association for 2021 International Dark-Sky Association (IDA) Award Nominations / Dark Sky Ambassadors. He noted that no nominations were received from Africa. He commented that he noted ASSA has not filled the Dark Sky Director role.</p> <p>The meeting exchanged some thoughts on options how to support the Dark Sky initiative. The item will be included in the agenda for further discussion after the AGM.</p> <p><b>12.2 Revealing SGAS 2022</b> <u>After the meeting closed, Auke showed off the new design for the SGAS 2022.</u></p>

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14	Closure	<p>C Stewart thanked attendees for their contribution and closed the meeting at 6 :45pm.</p> <p>Meetings for 2021/2 will be set after the AGM on 4 Aug. The Financial Sub Committee (FSC) will meet the week before the monthly meetings.</p>

Minutes Approved: \_\_\_\_\_ Date: \_\_\_\_\_

### Attachments in support of minutes:

None

### In support of item 7.1

#### **23.3.3 APPROVAL OF PBO**

*Section 30* which gives the Commissioner the right to approve a public benefit organisation for the purposes of the Act provides that the Commissioner will approve such an organisation if

- it complies with such conditions as the Minister may prescribe
- it has submitted to the Commissioner a copy of its constitution, will or other written instrument under which it has been established in terms of which it is:
  - required to have at least three unconnected persons to accept fiduciary responsibility
  - **prohibited from directly or indirectly distributing any funds to any person (otherwise than in the course of any public benefit activity) and is required to utilise its funds solely for the objects for which it has been established**
  - required on dissolution to transfer its assets to a section 30(3)(b)(iii) organisation (see below). In the case of a branch or agency of an association incorporated and tax exempt in another country, it can also distribute the assets of the organisation to any other person provided that those assets were acquired from a source outside the Republic
  - **is prohibited from receiving any donation which is revocable at the instance of the donor**
  - **required to submit to the Commissioner any amendments to its constitution**
- the Commissioner is satisfied that it is not knowingly party to a tax-avoidance scheme
- **it has not paid remuneration to any employee, office bearer, or member which is excessive**
- it complies with reporting requirements determined by the Commissioner

Note that a PBO no longer has to be registered in terms of the Non-Profit Organisations Act (Act 71 of 1997) to qualify for tax exemption, but, the Director of Non-Profit Organisations as defined in that Act can request the Commissioner to withdraw the approval of any PBO if it has been convicted of any offence under the Act.

**END**

#### **Checklist** (covered under Governance item 7)

- 1 Feb            Scholarship application dead line
- 31 Mar        Closing date for nominations for: Honorary Members and Awards
- 15 April      Deadline for Secretary to send to President and Vice President list of nominations
- 30 April      Deadline for agreement with Struik of the printing schedule for next SGAS
- 1 June        Call for nominations for Council; Annual review of website
- 1 June        New Country Membership fees to be agreed by Council
- 30 Jun        Closing date for nominations for Council, receipt of Section reports, receipt of report from Scholarships Convenor, submission of items for placing on the Agenda of the AGM, Financial year end; Council to review appointment and roles of all Council Appointees including the Section Directors;
- 1 Jul         Submission of annual updated ASSA membership form, Country Members: Subs renewal
- 31 Jul        Closing date for ballot for Council nominations: Centre AGMs to be concluded before the AGM;

## **ASSA COUNCIL MEETING MINUTES**

AGM notice  
1 Oct Struik  
Annual refresh of the Communications document after the AGM  
END

1<sup>st</sup> Wed Aug. 21 business days before 1<sup>st</sup> Wed in Aug: Deadline for members to receive  
Appointment/Negotiations with SGAS Editor for next edition. Open negotiations with