MINUTES OF THE OSALL ANNUAL GENERAL MEETING HELD AT THE SOUTH AFRICAN NATIONAL MUSEUM OF MILITARY HISTORY, SAXONWOLD, JOHANNESBURG, ON 25 AUGUST 2010

1. Welcome and Apologies

Fanus Olivier welcomed attendees to the 34th OSALL AGM. He thanked the sponsors, LexisNexis, for their contribution. He thanked the representative from Academic Marketing Services, LexisNexis representatives, Juta’s representatives, the CEO of Red Pepper Books, representatives from Sabinet Online, guests and OSALL members for attending.

Apologies were noted from:

Michael and Mari Brightmore (AMS)
Fiona Rennie (Deneyes Reitz)
Lynette Davis, Diana Shield and Margie Binckes (Johannesburg Bar)
Daphne Burger (Lexinfo)
Sumantha Reddy and Antoinette Molthonbatse (LexisNexis)
Mary Bruce (KZN Law Society)
Hesma van Tonder (UFS)
Cathie Garner
Teresa Weinfas (Webber Wentzel)

2. Minutes of the Annual General Meeting held on 06 August 2009

Danielle Botha and Nico Ferreira accepted and seconded the Minutes of the 2009 AGM.

3. Matters Arising

No new matters were raised for discussion. Five matters had been put forward for discussion.

3.1 Investigation into the state of the library at the South Gauteng High Court.

The Dept of Justice and the NPA are responsible for monitoring the affairs of the library. OSALL is aware of the concerns voiced by members, surrounding the state of the library, and has been advised not to get involved. The Chairman of the South Gauteng High Court library committee, Judge Claassen, will approach the Dept of Justice to put forward concerns that have been
raised. The Johannesburg Society of Advocates has also sent a letter to the Dept of Justice, voicing its concerns, and is awaiting a reply. According to the NPA, the Director General of the Dept of Justice has not made any comment on the state of the library. OSALL may consider holding a workshop in the future with the aim of improving services in court libraries. It may take the form of a panel discussion on managing such libraries.

3.2 Southern African Legal Information Institute (SAFLII).

Karen Shear submitted a statement to be read to attendees. SAFLII collects judgments, court rolls and some journal articles from Southern African countries and posts them on the SAFLII website. SAFLII falls under the administration of the Constitutional Court Trust and is located in the Constitutional Court building. Judge Edward Cameron is Chairman of the Trust. In May 2010 retrenchments of staff were undertaken due to funding difficulties. Due to Judge Cameron’s efforts the SAFLII project has been able to continue functioning. Judge Cameron has succeeded in obtaining funding to keep SAFLII running for two years from February 2011. If OSALL members obtain judgments that are not on the SAFLII site, please forward them to SAFLII for uploading. SAFLII thanks OSALL for its ongoing support.

3.3 AMS travel award.

Mike Brightmore of AMS has been approached by Kluwer Law, who are interested in contributing to the travel costs of a delegate attending the BIALL conference. AMS will pay for the return flight between South Africa and the UK. Kluwer Law will pay for expenses such as accommodation, transfers between Heathrow and the BIALL conference destination, etc. There will be financial assistance for a single entry visa to the UK. Should the OSALL delegate require a multiple entry visa, the difference in cost between the two visas will be for the delegate’s account. The BIALL delegate must be nominated before the end of March each year. AMS will be involved in the selection of the delegate. A formal certificate will be given to the person who receives the BIALL sponsorship from AMS. Funding given to OSALL for the 2010 BIALL conference is being carried over to 2011 because no delegate went to the BIALL conference in 2010.

3.4 Apprenticeship for people wishing to pursue a career in law librarianship.

Mike Brightmore put forward a proposal that an apprenticeship within a Government Dept or a corporate law library be considered for students studying librarianship. The law librarianship sector is experiencing a shortage of young librarians, as are other sectors of librarianship. A decision needs to be taken as to whether to launch this initiative at high school or university level.

3.5 Informa Law

It has been brought to Fanus Olivier’s attention that Informa is “cold-calling” directors of South African law firms about their products. Charmaine Bertram confirmed this. Informa gets the names of directors from law firm websites and then calls, often about products which the law firms already have. Fanus Olivier will correspond with Informa asking them to stop this practice and to liaise with the librarian at the law firm if they wish to promote their products.
4. Annual Reports

4.1 Chair
Fanus Olivier attended the SAOUG conference from 4-6 August and OSALL sponsored two attendees to this conference. He read his report to those attending the AGM. The report is also available on the OSALL website.

4.2 Financial

Gill Rademeyer presented the financial report for OSALL. Hard copies of the report were given to the AGM attendees. It was suggested that this report perhaps also be made available on the OSALL website. A new employee of Vincent Loubscher’s auditing firm handled OSALL’s account. The report covers the finances up to 30 June 2010. OSALL is in a good financial state. OSALL has a current account and a 32 day call account with Standard Bank. The 2010 AMS sponsorship was not used and will be carried over to 2011. During the period 2009-2010 interest rates dropped from 5% to 4.5%.

Expenditure is down, mainly due to there being no delegate attending the BIALL conference in 2010. R1723.00 listed under sundries covers the cost of hosting the listserv. The remaining balance includes food and decorations for workshops and meetings, OSALL gifts for the SAOUG conference delegates, and the post box renewal fee of R370.00. The cost of the Contemporary gazette subscription was also included in the sundry expenses – the first 40 members to renew their 2009-2010 membership were given a year’s subscription to the Contemporary gazette free of charge.

Membership fees are down; despite reminders to renew membership, some OSALL members did not renew their membership. OSALL members are requested to update their details with the OSALL Committee (e.g. e-mail address changes, firms relocating / merging, change in membership status). Gill is still experiencing difficulty in identifying some membership payments. If OSALL members are paying by Internet banking, please use one’s own name as the beneficiary reference. Members are also requested to please send a membership renewal form to Gill that is fully completed. Membership fees for 2010-2011 remain unchanged – the renewal form is available on the OSALL website. It is important to include the VAT number of one’s firm on the renewal form. Gill was willing to accept cash/cheque payments (with accompanying renewal forms) at the end of the AGM.

4.3 Newsletter

Diana Riley thanked the contributors and sponsors for contributing to the OSALL newsletter. Mary Bruce and Nico Ferreira were both thanked for their quality contributions to the newsletter. Margaret Cloete was thanked for her assistance with the editing of the newsletter. Diana highlighted certain articles that have appeared: Elizabeth Bourne’s article on her tenure at Bowman Gilfillan, Danielle Botha’s article on designing and moving a library, Fanus Olivier’s article on librarianship courses offered by South African universities and Charlotte Pitt’s travelogues. Diana is extremely grateful for contributions such as these because they help readers to improve their working conditions and methods. Diana is looking for original
contributions from readers so please forward pieces to her. Forty copies of the newsletter are printed and posted, but most copies are e-mailed to members. Members are encouraged to report any changes to their e-mail addresses to Diana.

4.4 Listserv

Mary Bruce was unable to attend the AGM, so Danielle Botha read the listserv report on her behalf. The listserv has 330 members. The general flow of messages is positive. Only two servers are rejecting OSALL messages. When posting a message on behalf of someone else, beware of headers and footers in messages because it is confusing to recipients. Please use the categories noted on the listserv section of the OSALL website as a prefix to the subject line of the message. Any suggestions for improvement are always welcome and can be sent to members@osall.org.za. Mary extended her thanks to the OSALL community for making the 2009-2010 term a positive one.

4.5 Website

The website report was presented by Danielle Botha. The OSALL website has been in need of a revamp for some time. It should be updated every 5 years. Various software packages were tested but the decision was taken that Dreamweaver is the most suitable package and the website has been updated. Initially, choosing the colours and design proved difficult, but the Committee unanimously voted for colours of brown, white and lime green. Danielle had assistance from Mike Botha of MACC Consulting in the re-design of the website, while she assisted with supplying the content. Mike Botha briefed the AGM attendees about the look and feel of the new website. It has been simplified and made dynamic to enhance updating of the site. Updating of the website can be done by individual members. Many advertisements have been placed on the website this past year, which helps in covering the costs of the website hosting. Mike gave attendees a quick demo of the new website which was available on www.osall.org.za/new until Friday 27 August when the revamped site would go live.

5. Election of OSALL Committee for 2010-2012

Fanus Olivier thanked the 2008-2010 Committee members for their willingness to stand and serve the OSALL community. Fanus Olivier, Danielle Botha, Mary Bruce and Diana Riley have decided to stay on for a further term. Raylene Basson was thanked for her hard work and the effort she put into her portfolio. Gill Rademeyer was thanked for keeping the portfolio of Treasurer going well. Two new nominations for the Committee were received: Keke Maidi and Lydia Craemer. Their nominations were accepted by Danielle Botha and Selma Savitz. The attendees were in favour of both Keke and Lydia being elected to the Committee, and they were thanked by Fanus Olivier for their willingness to stand on the Committee.

6. General

Nothing was discussed under General.
6.1 Awards

Carol Coetzee from LexisNexis was asked to present the Awards.

**The Lifesaver Award**: awarded to Fanus Olivier because he assists most with listserv queries.

**The Most Diligent Award** – *given to the person who offers service “24/7”*: awarded to Karen Shear of SAFLII. She accepted the award on behalf of the SAFLII team.

**The Most Observant Award** – *given to the person who alerts people to problems and solutions*: awarded to Danielle Botha

**The Best External Service Provider Lifesaver Award**: awarded to Mike Botha of MACC Consulting.

Salome Vranas was asked to come forward and receive a gift from the OSALL community as thanks for her commitment and hard work while a member of OSALL. She offered her thanks in return and bid her OSALL colleagues goodbye.

Elizabeth Bourne was asked to come forward and receive a gift from OSALL on her retirement. Liz is well known in the legal field and served previously on the OSALL Committee. She was thanked for her contribution to OSALL and the legal field and was wished all the best for her retirement.

7. Lunch

8. Speaker: Mr Johan Brink from Brink Cohen Le Roux Inc

    **Topic: The Impact of the new Companies Act**

Mr Johan Brink addressed the AGM attendees on the new Companies Act. Fanus Olivier thanked him for his informative talk and presented Mr Brink and Mr Brink’s PA with individual gifts to convey OSALL’s appreciation.

9. Lucky draw

Lucky draws for vouchers from Red Pepper Books and Juta were held prior to the closure of the meeting.

10. Closure

After the lucky draws, Fanus Olivier thanked LexisNexis for their sponsorship of the AGM. He thanked Juta and Red Pepper for their contributions for the lucky draws. He then declared the 2010 AGM closed.