

## On 2018/19

Corné Janse van Rensburg

#fromthechair

### Annual Report

It is my pleasure to present to you the Professional Editors' Guild's annual report for 2018/19, covering in part PEG's 25th anniversary year. This is the fourth annual report I am responsible for and the third that covers a full 12-month period (March 2018 to February 2019). I am very proud to table this comprehensive annual overview of the Guild's activities during the year under review.

#### Membership

At the time of the national AGM in Cape Town on 26 May 2018, PEG had 425 paid-up members. During 2018/19, membership increased to 539. At the time of writing this report (16 May 2019), PEG has 602 members according to the treasurer's database, of whom 201 have not yet renewed their membership for 2019/20. This means that PEG now has 401 paid-up members. Our administrator ascribes the increase – to 539 members in 2018/19 – to a large number of new members joining the Guild and a few existing members who took up membership again.

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It was with great sadness that the Guild received the news of the passing of two members. Marion Boers, one of the Guild's life members and a past chairperson who made a large contribution to the Guild, died on 16 October 2018. Another member, Joanna Ward, passed away on 17 March 2019. We express our sincere condolences to the family, relatives and friends of these members. During the year, we also received news of members who lost loved ones, who fell ill and who were involved in car crashes. Alison Downie, on behalf of the Guild, coordinated PEG's pastoral response in these cases.

*The Guild serves its members by continuing to provide the best possible support through the resources we offer.*

#### Fees

An increase in PEG's membership fees always presents difficulties. At the last AGM, an increase of 3,6% was approved for 2019/20. Our treasurer used this increase to draw up a budget for the current year. I am convinced that a small annual increase is better than a larger increase every now and then. An increase that keeps up with inflation is unfortunately the only realistic way to keep the Guild going. I remain acutely aware of some members' financial constraints. The Guild, however, has developed ways – an extended renewal period of eight weeks and instalment payments – to assist members to pay their membership fees.

The only way the Guild can convince members that it is worthwhile belonging to a professional association is through what we offer: the Guild serves its members by continuing to provide the best possible support through the resources we offer, the learning opportunities we create and our flourishing branch activities. This report is evidence of the hard work during 2018/19 to meet members' expectations. It is unfortunately true that we will have to do more: only by improving our services and by exploring new ways of being of service will we retain our current members and attract new members. ➤

## Administration

The largest burden of PEG's administration falls on Ellyn Barry. In 2018/19, she spent the positively Hadean total of 666 hours (an average of 55,5 hours per month) on administrative tasks for the Guild. Ellyn's efficiency, diplomacy and excellent communication skills served the Guild well during the year under review. She has been ably assisted by Ruth Coetzee, our treasurer, and Maria Scheepers, our paymaster. These three Graces form the most formidable team!

## Executive Committee

After the election of new national office-bearers at the last AGM, a new Executive Committee was formed for 2018/19. The members of the Executive Committee were the following:

National chairperson	Corné Janse van Rensburg (Western Cape)
Vice-chairperson	Alison Downie (Western Cape)
National treasurer	Ruth Coetzee (Limpopo)
Secretary	Vacant
Chairperson: Gauteng	Ruth Pressler (Gauteng)
Chairperson: KwaZulu-Natal	Camilla Singh (KwaZulu-Natal)
Chairperson: Western Cape	Vacant
Accreditation coordinator	Isabelle Delvare (Gauteng)
Marketing and communications coordinator	Vacant
Mentoring scheme coordinator	Reinoud Boers (Gauteng)
Website coordinator	Kim Rasmussen (Western Cape)

Alison Downie, Ruth Coetzee and Kim Rasmussen joined the Executive Committee and Reinoud Boers retained his portfolio for a special third term. Fortunately, we were able to maintain much continuity in crucial portfolios. The portfolios of secretary and marketing and communications coordinator remained vacant during the year under review, but I am happy to report that contingency plans were hatched to bridge these gaps.

As in 2017/18, the Executive Committee met twice: day-long meetings took place on Saturday 23 June and Saturday 24 November 2018 at Blandford Manor in Johannesburg. It is clear to me that the Executive Committee should meet biannually: as soon as possible after the national AGM to plan the year ahead and again towards the end of the year to plan for the end of the financial year and to draw up the budget for the next financial year. This year the meetings started at 09:00 and ended just before 17:00 to cover agenda items that ran to two pages in both cases. These meetings are an expense for the Guild and take their toll on the members of the Executive Committee but, unfortunately, I do not see another viable way to run the Guild. I am unconvinced that virtual meetings can take the place of face-to-face meetings. I can assure members that the Guild's money is spent frugally and every effort is made to keep the costs of these meetings as low as possible.

The following table shows the attendance of Executive Committee meetings in 2018:

Portfolio	Name	23 June 2018	24 November 2018
National chairperson	Corné Janse van Rensburg	✓	✓
Vice-chairperson	Alison Downie	✓	✓
National treasurer	Ruth Coetzee	✓	✓
Secretary	Vacant	(Marita Botha)	(Elaine Persona)
Chairperson: Gauteng	Ruth Pressler	✓	✓
Chairperson: KwaZulu-Natal	Camilla Singh	✗ With apology	✓
Chairperson: Western Cape	Vacant	(Corné Janse van Rensburg)	(Corné Janse van Rensburg)
Accreditation coordinator	Isabelle Delvare	✓	✓
Marketing and communications coordinator	Vacant	(Jacqui Baumgardt)	(Jacqui Baumgardt)
Mentoring scheme coordinator	Reinoud Boers	✓	✓
Website coordinator	Kim Rasmussen	✓	✗ With apology

## Templates

The new templates developed for all the Guild's needs, with PEG's 25th anniversary logo, our quadranscentennial, have been used nationally and by the branches until the end of 2018. I believe that this special template, used in correspondence and on banners, did much to advertise the Guild's remarkable achievement of 25 years of promoting excellence in editing. At the beginning of 2019, we started using the unembellished logo again. The customised templates that have been developed for use by the Executive Committee and the branch committees include the following: a letterhead, an invitation, a registration form, an evaluation form, a report form, a claim form, and an agenda and minutes.



It is easy to underestimate the value of these standardised forms: they not only help branch committees to communicate better and to streamline administrative tasks, but they also standardise PEG's professional brand. Building an easily identifiable, stable and professional brand for the Guild remains the overall aim.

## Communication and dialogue

*PEGboard's* editor gives the chairperson of the Guild the opportunity to communicate with members from the front page of the newsletter. As chairperson, I have tried hard to replace the flippancy of the 'Chair's chatter' with something more challenging. Although writing this type of editorial for the newsletter can have the same paralysing effect as staring into the face of Medusa, it does give the chairperson the opportunity to create a Hippocrene spring from where this writer, at least, took much inspiration and from where, it is hoped, readers can also find something editing-related to consider (or reconsider). To teach, to inspire and to entertain can truly be as scary as any three-headed Cerberus.

The first issue of *PEGboard* in the year under review was edited by Julia Smuts. Julia reluctantly stepped into the ➤

editor's shoes (when I pushed her) and she produced issue 25.1, published in April 2018. The editorial 'On hats' tried to word an appropriate genethliacon in celebration of PEG's 25th anniversary.

On 25 April 2018 the name of the new editor of *PEGboard* – Jacqui Baumgardt – was announced on the chat group. Under Jacqui's guidance, the following editorials were published:

- 'On 2017/18' (an extract of the chairperson's report presented at the national AGM in Cape Town) in issue 25.2 of July 2018
- 'On lares and penates' (about the use of printed and online resources) in issue 25.3 of October 2018
- 'On thoughts' (about forethought, afterthought and finding the right words) in issue 26.1 of January 2019

My valedictory editorial 'On proportion' (about an editor's balance, organisation and experience) was prepared in the year under review, but only published in April 2019 as issue 26.2. As I wrote at the end of that last contribution: 'I appreciate the opportunity to share my meandering ideas about life and editing with you over the last four years – thank you for your patient eyes and ears. I apologise sincerely for my scripturiency: my pen is not only feeble but also very foreign.'

*These free resources [Oxford premium resources] have become an indispensable tool for many members.*

### Subscriptions

In 2018/19, PEG renewed our subscription to the Oxford premium resources (online dictionaries and other resources) on behalf of the members of the Guild. All our members have immediate access to these invaluable resources from PEG's website. These free resources have become an indispensable tool for many members. Provision for the renewal of our subscription has been made in the budget for 2019/20 as approved by members at the beginning of the year.

The Executive Committee will continue to explore ways to give members access to other electronic and online resources in future.

### Concerns and challenges

Over time, PEG's well-established branches have been able to put together impressive annual programmes of events. Attempts to form new branches, especially in the Eastern Cape, have proven very difficult. As it is not always possible for members to travel to events and workshops, PEG realises that other ways have to be explored to meet the needs of our members. Electronic learning opportunities, such as webinars, must form part of our planning.

In the previous annual report, I raised my concern about PEG's registration as a non-profit company (NPC) and all the legal requirements that this registration entails. The only way in which this Gordian knot could be cut was by getting external expert advice. For this reason, legal opinion was sought on PEG's registration (or deregistration) as an NPC and with regard to possible registration as another kind of legal entity. This document was presented to and discussed by the Executive Committee at its meeting in November 2018. In light of this opinion, we really do not have the option of deregistering as an NPC and becoming something else, as the financial implications for the Guild would be disastrous. It was therefore decided that PEG's constitution should be updated and, as soon as the updated version could be approved by members, PEG's standard operating procedures and code of conduct should also be updated and amended where needed. For this reason, a new version of the constitution was prepared and sent to members for consideration.

PEG's recreated website must be updated in the not-too-distant future. Although it has been possible to patch holes and update the website here and there, a concerted effort must be made to revamp the website. I imagine PEG's website as the omphalos of our Guild: not only the administrative centre of the Guild's activities, but also a repository and portal for every editor from where all editing work can be improved. I am sure that our website coordinator, together with Softlite, with whom we have continued our service-level agreement, will be able to put together a comprehensive improvement programme for our website.

Although PEG has an agreement with the South African Translators' Institute (SATI) in terms of which our members can become accredited members if ➤

# PEGboard

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For other portfolios of the Gauteng, KwaZulu-Natal and Western Cape branches, visit our website at [www.editors.org.za](http://www.editors.org.za).



they write and pass SATI's editing accreditation test, PEG needs to develop its own accreditation scheme. This scheme should not only make provision for an accreditation test but should also set requirements for continuing professional development (CPD). Much progress has been made in 2018/19 and the time is ripe to finalise and test the Guild's accreditation scheme. We must be able, on our own terms, to offer 'accredited member' as a category and as imprimatur of members' ability. This is the Guild's golden fleece.

*I would like to encourage our members to become part of the executive structures of the Guild. It is less work than you might think and can be a very rewarding experience.*

Lastly, vacant portfolios are always problematic. It is very difficult to run PEG effectively and efficiently without enough volunteers, as the available volunteers become overburdened and exhausted. I would like to encourage our members to become part of the executive structures of the Guild. It is less work than you might think and can be a very rewarding experience.

### Focus areas for 2019/20

In light of the concerns and challenges mentioned and like a Janus looking back at 2018/19 and looking forward to the year ahead, I would like PEG's Executive Committee to focus its attention in 2019/20 on the following four matters in particular:

- PEG's electronic training opportunities (eg webinars)
- PEG's standard operating procedures and code of conduct
- PEG's website
- PEG's accreditation scheme

*I would like to thank all the volunteers for their selfless contribution to grow and develop our community of editors.*

### Acknowledgements

PEG is a very large organisation and it is demanding more and more of the

people who take responsibility for the Guild's affairs. Many people offer up many hours of their free time in different ways to make PEG successful and it is especially at branch level where office-bearers work very hard to meet members' expectations. Unfortunately, their selfless contribution often goes unacknowledged. Today, on behalf of the Guild, I would like to thank all the volunteers for their selfless contribution to grow and develop our community of editors.

The members of the Executive Committee are often criticised for perceived shortcomings. It has been my privilege to lead this committee for the last four years and I can assure members that every committee member is wholeheartedly devoted to you and your development. I thank the members of the Executive Committee for their patience, perseverance and diligence during 2018/19.

The centre of PEG's many activities is our unassuming, patient and extremely efficient administrator. Elyn Barry's enormous task happens behind the scenes – or like Atlas supporting us from below – and is often taken for granted. This, however, should never happen: Elyn is the one who enables us to achieve so much. Elyn, we sincerely appreciate your friendliness, tireless work and exemplary loyalty to the Guild. 🌟

#datestodiarise

# Dates to diarise: July to September 2019

## Gauteng

20 July	Quiz	Discussion group
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## KwaZulu-Natal

6 July	The elephant in the editing room	Elana Bregin
TBC	Contracting without the legalese – webinar	Jacqui Baumgardt
7 September	Marketing yourself	Discussion group

## Western Cape

27 July	Nitty-gritty practical editing workshop – SfEP's accreditation test	Corné Janse van Rensburg
31 August	English grammar workshop: English in action	Barbara Hathorn and John Linnegar
14 September	Nitty-gritty practical editing workshop – Editors Canada's accreditation test	Presenter TBC

African books, vintage political posters, antique maps and other collectible documents are stored and sold.

It was entertaining and enlightening to see the number of vendors selling books in between fruit, vegetables and bric-a-brac on the street, and at bargain prices. Members of the group enjoyed shopping for books as well as other items during the tour.

We ended our tour back at Bridge Books, and some of us took the opportunity of exploring the surrounding area further, ending up at the fascinating Zwipi Underground Bar. It was a lovely morning out and we enjoyed it thoroughly.

### Griffin runs regular book tours.

If you weren't able to attend this event, don't despair! Griffin runs regular book tours – email [info@bridgebooks.co.za](mailto:info@bridgebooks.co.za) for details. You can also shop online at [www.bridgebooks.co.za](http://www.bridgebooks.co.za). Bridge Books has a wonderful selection of South African and other African books and writers. It's also involved in the African Book Trust, a non-profit organisation with a mission to give South African books to South African libraries. For details, visit [www.booktrust.org.za](http://www.booktrust.org.za) or email [griffin@booktrust.org.za](mailto:griffin@booktrust.org.za).

### What the 'tourists' had to say ...

'What a fantastic way to start the year!' – Irene Stotko

'Griffin, owner of Bridge Books and our guide on the tour of independent booksellers in the CBD, was both knowledgeable and entertaining. I learned a lot, not only about the more than 80 booksellers in the area, but also about the early history of Johannesburg. Fascinating!' – Karin Pampallis

'Thank you organising the event, which was extremely interesting and

enjoyable. It exposed me to areas I would never have ventured into on my own, and opened my eyes to developments in the city I wouldn't have known about, like the basement bookshop in the Rand Club. Really lovely.' – Maria da Silva

'Meeting Griffin Shea and his fellow bookdealers in central Johannesburg was inspiring. They share the same drive and enthusiasm when it comes to selling books, be it from a table in the street or the basement of the Rand Club. At a time when we seem swamped with bad news, the story of the Underground Booksellers of Joburg is so positive, such good news. It was a privilege meeting them.'

– Anthea Bristowe

'It was an enjoyable and informative morning. Griffin was excellent, the pace was good and the people friendly. We were lucky with the weather too.' – Lyn Cullinan

'Griffin is entertaining and so knowledgeable about the booksellers of Johannesburg – and he is clearly very much at home in the centre of the city. We loved the visit to the Rand Club and its basement bookshop and found that to be a very exciting development.' – Kathy Gibbs

## SATI award to Laetitia Sullivan

Laetitia Sullivan, one of our members, recently received the South African Translators' Institute's Outstanding Service Translation Prize for 2019. The award is made annually and recipients must be members of SATI.

The objectives of the prize are:

- to recognise outstanding work by members of SATI;
- to promote the translation and publication of work into and/or from South Africa's official languages;
- to highlight a standard of translation towards which other translators should strive;
- to promote multilingualism and in particular the use and development of the indigenous languages;
- to promote cross-cultural understanding;
- to raise awareness of the role of translators in uniting the people of South Africa; and
- to raise awareness of translation as a profession.

Service translation refers to translation for internal business, educational and government purposes, and includes works such as corporate publications, annual reports, legislation, school books and journal articles.

The prize was awarded to Laetitia for her Afrikaans translation *Insigte uit opvoedkundige sielkunde* of the English book *Understanding educational psychology*, edited by Irma Elof and Estelle Swart and published by Juta & Co.

#kudos2laetitia



The adjudicators unanimously praised Laetitia's translation for the following reasons, among others:

- The contribution of the translation to Afrikaans academic publications;
- The high standard of the translation; the scope of the publication and the application and expansion of subject terminology; and
- The readability and accessibility of the translation for the prospective student reader.

We would like to congratulate Laetitia on this impressive achievement.