



# Shree Pretoria Hindu Seva Samaj

Established in 1932

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"Satyameva Jayate" - Truth Alone Prevails

## Celebrating 83 Years of Selfless Service

### MINUTES OF THE EXECUTIVE COMMITTEE MEETING OF THE SHREE PRETORIA HINDU SEVA SAMAJ

**Held at :** The Boardroom, Shree Pretoria Hindu Seva Samaj

**Date :** Monday, 27 July 2015

**Time :** 19:30

No.	MATTERS DISCUSSED	ACTION POINTS	BY WHOM
1.	<p><b>PRAYER &amp; WELCOME</b></p> <p><b>In the Chair - Rameshbhai Chhagan</b></p> <p>The meeting commenced with a prayer and welcome to all members present. A minute's silence was held for all those members of the community who passed on since the last meeting.</p>		
2.	<p><b>ATTENDANCE &amp; APOLOGIES</b></p> <p><b>In Attendance:</b> Sheetalbhen Ranchod; Vineetbhai Rama; Rameshbhai Chhagan; Harshilabhen Kooverjie; Harshadbhai Pema; Pranaybhai Devchand; Kishorbhai Naran; &amp; Bhadrakanbhai Chiba. Urvibhen Mehta &amp; attended in her capacity as administrator.</p> <p><b>Apology:</b> Mukeshbhai Joshi; Bhaavicbhai Chhana; Dhruvbhai Sodha; Jyotibhen Joshi; Vinaybhai Chagan</p>		
3.	<p><b>SPECIAL ANNOUNCEMENT</b></p> <p>Bhadrakanbhai Chiba informed members that he has tendered his resignation due to personal circumstances. He undertook nonetheless to assist the incumbent until the end of the month. Members thanked him for the sterling job he had done in meticulously managing the</p>		

	Samaj's finances.  Rameshbhai informed members that after consultation with the finance team, he had seconded Harshadbhai Bhikhu Pema to the position to ensure a smooth hand-over.		
4.	<b>QUORUM</b> The meeting was declared duly constituted by the Secretary as the requisite quorum as required by clause 12 of the constitution had been met.		
5.	<b>APPROVAL OF AGENDA &amp; MINUTES</b> The agenda and minutes of the exec meeting held on 29 June was approved, without amendments, on the motions of Vineetbhai Rama & Harshadbhai Dajee Pema.		
6.	<b>MATTERS ARISING</b>		
6.1	<b>Multi-Media Centre</b>  The specs for MMC and a list of potential donors have been completed. One quote has also been received. Rameshbhai reported that he had been informed by Dhruvbhai that he will prepare a circular to be sent out the next day (28 <sup>th</sup> ) inviting community members to tender for the requirements of the centre.	Obtain further quote(s)	Dhruvbhai & Urvibhen
6.2	<b>Membership Database</b>  Members debated whether the membership database should be web-based or not. It was agreed that it should remain an excel spreadsheet in the interim.		
6.3	<b>Sound System</b> The signing of an MOU for management of system is still to be dealt with.	Finalise sound management agreement	Vineetbhai
6.4	<b>Year Plans &amp; Budgets for 2016</b> It was agreed that Harshadbhai B. Pema should draw up a DRAFT budget for each portfolio for 2016. This will then be presented to portfolio heads for their comments and agreement where after each portfolio will devise their year plan for 2016.	Draw up 2016 budgets	Harshadbhai
6.5	<b>Directories</b> Urvibhen & Vinaybhai reported that the printing of 450 updated directories is still receiving attention.	Finalise printing of directories	Urvibhen & Vinaybhai
6.6	<b>Murthi Clothes</b> Mukeshbhai has submitted dates for the changing of the murthi clothes as follows: Shivratri, Shravan Month, Diwali and Hanuman Jayanti. This was agreed to.		

	Rameshbhai informed members that Sujatabhen has telephonically indicated to Urvibhen that she does not wish to discuss the vagha clothing matter with Samaj officials. However, Pranaybhai informed members that he had received a call from Sujatabhen who explained her position on the matter. It was agreed that Pranaybhai would approach her (with a delegation if needed) to clearly explain Samaj's standpoint and to arrive at a mutually satisfactory agreement.	Engage in discussion with Sujatabhen with respect to resolving the matter of the management of the vagha clothing.	Pranaybhai
6.7	<b>Disciplinary Hearing</b> Rameshbhai informed members that as per resolution taken by the Executive Committee, a disciplinary hearing to address all complaints received by members of the public against Mukeshbhai has been instituted. The hearing, chaired by an independent adjudicator, will take place on Friday 7 August 2015.		
6.8	<b>Study Loan Database</b> Members agreed that the recommendation of the Trustees for the creation a Study Loan database be effected. Pranaybhai reported that the matter is still receiving attention.	Update study loan database with information on past beneficiaries.	Urvibhen & Pranaybhai
6.9	<b>Tshwane Diwali Festival</b> The Samaj had proposed in 2014 to the Tshwane Municipality that a Tshwane Diwali Festival be hosted annually. This was received favourably by the mayor. Vineetbhai & Pranaybhai reported that the Council has not yet signed an MOU but it is hoped it will be done before end July. In view of the short time left, it was agreed that Dhruv should develop an alternative plan for hosting a Diwali Show in our auditorium should this Festival fail to materialise. This plan will then be merged with the Festival plan if it materialises.	Arrange for signing of MOU  Develop alternate Diwali Show plan	Pranaybhai  Dhruvbhai
6.10	<b>Religious Site in Centurion</b> The Samaj had made an application in 2014 for a religious site in Centurion which had been approved in principle by the Mayor. Despite numerous representations, no further progress has been made. Vineetbhai reported that the Council is still deliberating on this matter.		
6.11	<b>Raksha Bandan - 29 August 2015</b> Pranaybhai informed members that the files have been prepared and the drive has been planned for 22 & 23 August. The list of volunteers is outstanding.	Finalise list of volunteers for Raksha Bandan	Pranaybhai
6.12	<b>Proposal for Development of Marabastad Stands</b> Harshadbhai indicated that he will be calling a meeting of volunteers to assist with planning a strategy or developing the Marabastad stands	Developing a strategy for development of Marabastad stands.	Harshadbhai D. Pema

6.13	<p><b><i>Nepal Disaster Relief Funds</i></b> Rameshbhai reported that he, Kishorbhai and Bharatbhai had met with the Nepalese Ambassador to discuss the donation of funds collected. They had been assured that the Nepalese Government that a special disaster relief fund has been established and that the funds would reach those most in need. Members agreed that the donation should be made publicly at the Krishna Jayanti function (5 September) to which the Ambassador and HCI should be invited.</p>	Invite Nepalese Ambassador & HCI to Krishna Jayanti function	Rameshbhai
6.14	<p><b><i>Voters' Roll</i></b> Rameshbhai reported that despite extensive advertising only 5 applications for inclusion in the voters' roll had been received. It was agreed by members that a Verification Committee should now be finalised and that a meeting should be held as quickly as possible to finalise the voters' roll and hold elections.</p> <p>The Verification Committee's main responsibility would be to ensure that all members that meet the following criteria set by Trustees and Executive Committee are included in the voters' roll: 1. Is a South African Citizen/Permanent Resident; 2. Is a Gujarati Hindu over 18 years of age; 3. Has resided in Pretoria for at least 5 years.</p> <p>It was also agreed that the Verification Committee should be made up of the Executive Committee, Trustees, and community members who are representative of and knowledgeable of seniors and younger people.</p>	Arrange meeting of Verification Committee	Urvibhen
6.15	<p><b><i>Happy Folks Talk</i></b> Pranaybhai reported that the talk by Swami Saraswati, although not as well attended as one would have hoped, was well received.</p>		
6.16	<p><b><i>Cleaning &amp; Maintenance Schedule</i></b> A detailed schedule has been drawn up. Rameshbhai suggested that the monthly schedule include other activities such as that of the office as well. Urvibhen has updated the schedule. It was also agreed that a more detailed roles &amp; responsibility schedule with respect maintenance needs to be drawn up.</p>	Draw up roles & responsibility schedule	Urvibhen, Vineetbhai
7.	<b>CORRESPONDENCE</b>		
7.1	<p><b><i>Letter from Lotus FM</i></b> Received a request for support for the purchase &amp; donation of 100 shoes to the needy. Members supported this initiative</p>		

7.2	<b>Letter of Thanks – HCI</b> Received a letter of thanks from the HCI for the role Samaj played in hosting the first ever International Yoga Day in Pretoria		
7.3	<b>Letter from Shobhnabhen Morar</b> Received a letter from Shobhnabhen Morar thanking the officials for the concern it had shown.		
7.4	<b>Letter to Law Commission</b> Wrote a letter to the SA Law Commission requesting that Diwali be granted religious holiday status. The Law Commission has subsequently recommended to the Government that in the interest of fairness all religious holidays be declared voluntary holidays.		
7.5	<b>Letter to Sujatabhen Garach</b> A letter was written to Sujatabhen Garach requesting a meeting to clarify issues around the Murthi clothing. No formal response received to date. Pranaybhai agreed to follow up on the matter.		
7.6	<b>India's 69<sup>th</sup> Independence Day</b> Received an invitation from the HCI to attend India's 69 <sup>th</sup> Independence Day celebrations on 15 August. This invitation will be circulated to the community. It was also decided that the Samaj will also hold a flag-hoisting ceremony on its premises.	Arrange & Inform community of flag-hoisting ceremony	Pranaybhai & Urvibhen
8.	<b>FINANCIAL REPORT</b> Bhadrakanbhai's report highlighted the following: Surplus for June 2015 is R 1 499 YTD Surplus is R275 225. Bank Balances at 30 June 2015: Fixed Deposit Student Study Loan Fund: R1 452 055; Fixed Deposit R1 047 945, Money Market R537 202, Current Account R17 125, Bursary Fixed Deposit R262 733. Amount owing for Directory printing approximately R100 000; Student Loans outstanding R402 995. Loans advanced to date in 2015: R63 500. Repayments R8 950 NDF Kathmandu Donations received R58 925; Debtors- Arrear Rentals R18 890.		
9.	<b>PORTFOLIO COMMITTEES &amp; ADMINISTRATORS REPORTS</b>		
9.1	<b>Administrators' Report</b> The report by the Administrators highlighted the following: <ul style="list-style-type: none"> <li>• At least 17 functions were performed by the pujari in the month of July;</li> <li>• There were 4 funerals in this month, namely Lt Amrutbhai Nurse, Pankajbhai Patel, Kishorlal Nagar &amp; Nirmalabhen Nagar</li> <li>• Facilities were hired out 9 times in July</li> </ul>		

	<ul style="list-style-type: none"> <li>Attendance of staff was good; Vinaybhai took sick leave (operation) and Premilaben was on vacation leave.</li> <li>Caretaker report: Pipe leak under grill in courtyard fixed; Replaced basin tap head in Ladies' toilet (School side); Cleared blocked drain in Mandir Kitchen and replaced U connection for outlet pipe; Mounted white board in Room 7; Cleaning done as per schedule</li> </ul>		
9.2	<p><b>Health, Welfare &amp; Gender Portfolio Report</b> Jyotibhen's report highlighted the following:</p> <ul style="list-style-type: none"> <li>Senior Citizens meeting held on 25 July. Apart from health checks, guest lecture on Dementia was presented</li> <li>Members will participate in Bhajan programme on 16 August at Shree Ayyappa Temple;</li> <li>A trip to Badplaas is being organised from 14-18 September 2015.</li> <li></li> </ul>		
9.3	<p><b>Religious &amp; Culture Portfolio Report</b> The RCC portfolio presented a detailed Shravan programme as well as a confirmed Shravan Bhajan Mela programme. It was agreed that this would be circulated to the community.</p>	Circulate both Shravan programmes to community	Urvibhen
9.4	<p><b>Navyug (Youth) Portfolio Report</b> Dhruvbhai's report highlighted the following:</p> <ul style="list-style-type: none"> <li>Shanti bhajans were presented at 3 homes;</li> <li>The Diwali Shoebox initiative will be undertaken again;</li> <li>Members will co-ordinate/participate in this year's Krishna Jayanti event;</li> <li>Members will be participating in both the Sandton &amp; Samaj's Shravan Bhajan Melas'.</li> </ul>		
9.5	<p><b>Education Portfolio Report</b> Highlights of education report:</p> <ul style="list-style-type: none"> <li><i>Balmandir</i> – GDE has still not paid salary of teacher although she is attending courses; some changes to classroom will be needed in line with GDE requirements. Planned school activities include pyjama day, crumpets day, a play in August, Yoga &amp; computers in 2016. It was agreed that the play area should be painted and artificial grass installed.</li> <li>Gujarati School – Fun Fridays is becoming popular &amp; Saturday class enrolment increasing; Upcoming activities include Guru Poornima on 31 July; grade 1 booklet project almost complete; all children now have a uniform.</li> <li>Preparations under way for Krishna Jayanti concert (5 Sept); Raksha Bandan drive (29</li> </ul>	<p>Arrange for painting of play area &amp; installation of artificial grass</p> <p>Follow-up on bursary loan defaulters</p> <p>Finalise Raksha Bandan &amp; Krishna Jayanti programmes</p> <p>Arrangements for Academic Achievement Awards</p> <p>Marketing plan for Gujarati &amp; Balmandir Schools</p>	<p>Pranaybhai</p> <p>Pranaybhai</p> <p>Pranaybhai</p> <p>Urvibhen</p>

	<p>August).</p> <ul style="list-style-type: none"> <li>• Seven applications for bursary loans have been approved; following-up on non-payers</li> <li>• Awards for Academic Achievement will be presented on Krishna Jayanti</li> <li>• Marketing of Gujarati &amp; Balmandir Schools will be more intensive</li> </ul>		
10.	<b>GENERAL / NEW MATTERS</b>		
10.1	<p><b><i>Tuks Hindu Students Society</i></b>  A request for financial support from THSS was received. Members sought clarity on the reasons for the request and wanted more details on how funds would be used.</p>	Request THSS to provide business plan	Rameshbhai
10.2	<p><b><i>Marabastad Stands</i></b>  Rameshbhai announced that on Friday 24 July, the Samaj received the title deeds of the outstanding 10 Marabastad stands. Members agreed that a Bhumi Puja should be arranged on the site during Shravan month. (Subsequent to the meeting, Mukeshbhai proposed Sunday 16<sup>th</sup> or Sunday 23<sup>rd</sup> August at 3pm.</p>	Arrange Bhumi Pooja function for Sunday 23 August 2015.	Urvibhen
10.3	<p><b><i>Gujarati School Fees</i></b>  Rameshbhai mentioned that he had received reports that many children were not attending Gujarati School because their parents, especially those recently arrived, are unable to afford fees. It was agreed that a concerted effort needs to be made to inform the community that the Samaj is prepared to waive the fees of anyone unable to afford them, provided proper representation is made in this regard.</p>	Inform community of no fee for children whose parents have difficulty paying.	
11.	<p><b>NEXT MEETING</b>  The next meeting will be held on Monday 24 August 2015</p>		
11.	<p><b>PRAYER &amp; CLOSURE</b>  With no further business, the meeting ended with a prayer at 10:30pm</p>		

**SPHSS SECRETARIAT**