

MINUTES OF THE TRUSTEE MEETING OF THE SHREE PRETORIA HINDU SEVA SAMAJ

Held at: The Boardroom, Shree Pretoria Hindu Seva Samaj  
 Date: Wednesday 17 August 2016  
 Time: 19h30

No.	MATTERS DISCUSSED	ACTION POINTS	BY WHOM
1.	<p><b>PRAYER &amp; WELCOME</b>  <b>In the Chair – Pravinbhai Daya</b>                      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 have passed on since the last meeting.</p>		
2.	<p><b>ATTENDANCE &amp; APOLOGIES</b>  <b><i>In Attendance:</i></b>                      Pranaybhai Devchand; , Harshadbhai Bhikhu Pema, Pravinbhai Daya, Madhubhen Modi, Harshilabhen Kooverjee &amp; Girishbhai Daya.   <b><i>Apology:</i></b> Viralbhai Patel &amp; Kishorebhai Naran  <b><i>Absent:</i></b> Miheerbhai Joshi</p>		
3.	<p><b>QUORUM</b>                      Quorum was formed by adequate, appropriate attendance as is required.</p>		
4.	<p><b>APPROVAL OF AGENDA &amp; Minutes</b>                      The agenda for today’s meeting as well as minutes of the meeting on 18 April 2016 were proposed and accepted by the attendees.</p>	<p>Proposed by – Harshabhai Pema                      Seconded by – Madhubhen Modi</p>	
5.	<p><b>Matters Arising</b>                      The matters arising from the previous meeting held were discussed:</p> <ol style="list-style-type: none"> <li>1. <u>Marabastad Properties</u> – progress of the team was noted and which topic is further discussed as per agenda item below;</li> <li>2. <u>Research</u> – a research brief is on hand and will be forwarded to the exco for consideration.</li> <li>3. <u>Newsletter</u> - no progress was noted.</li> <li>4. <u>Study Loan and Bursaries</u> – The ring fenced capital amount formula is in progress. The ideal investment model and amount is being investigated for maximum benefit.</li> <li>5. <u>HR &amp; Marketing manager</u> – progress was noted with a member from the community agreeing to assist in the</li> </ol>		

MINUTES OF THE TRUSTEE MEETING OF THE SHREE PRETORIA HINDU SEVA SAMAJ

Held at: The Boardroom, Shree Pretoria Hindu Seva Samaj  
 Date: Wednesday 17 August 2016  
 Time: 19h30

	<p>marketing aspect of SPHSS on a voluntary basis, a new software accounting package was uploaded and that the function is being operated in-house instead of outsourced.</p> <p>6. <u>Tshwane Diwali Show</u> – The exco reported they will be talking to the newly elected council of Tshwane on the matter.</p> <p>7. <u>Navratri</u> – 2 food providing vendors are secured at a flat rate per night. The stapna will be repaired and security is arranged.</p> <p>8. <u>SPHSS website</u> – Trustees were advised that the Secretary and Treasury Generals were now also responsible for the updating of the website.</p> <p>9. <u>Membership to SPHSS</u> – membership for those who have historical ties were considered by the exco and who determined that a constitutional amendment was necessary. The idea was to arrange the clause into tiered membership and to present this at the next AGM as a constitutional amendment.</p>		
6	<p><b>MARABASTAD PROPERTY</b></p> <p>The swopping of erfs between another owner and Samaj was in progress and the intent is to address the name swop prior to registration of the deeds. These docs are to be signed by exco as per request by the Tshwane council. The trustees acknowledged the swift action of the committee responsible for this project.</p> <p>The trustees further probed the formation of a trust to manage the property assets of the SPHSS. The trustees recognised that this would imply a possible amendment to the constitution if this was a viable option and importantly acceptance by the community of the initiative.</p>		SPHSS Executive and Special Projects portfolio
7	<b>Internal Audit Panel</b>		Pravinbhai

MINUTES OF THE TRUSTEE MEETING OF THE SHREE PRETORIA HINDU SEVA SAMAJ

Held at: The Boardroom, Shree Pretoria Hindu Seva Samaj  
 Date: Wednesday 17 August 2016  
 Time: 19h30

	An internal audit by the trustees is to be undertaken, as per the policy, during September 2016. The exact date and time will be determined. Pravinbhai appealed to the rest of the trustees to join him in undertaking the audit as he was alone on the previous occasion. The intension of having other members was to have more members experienced in this process. A tentative date was set for Monday 26 September 2016 at 8h30. Girishbhai and Harshilaben agreed to asisit in the audit.	Circulate date to trustees	Daya, September 2016
8	<b><i>Vaagha</i></b>  The attire of the murthi's should be recorded on the Asset Register of the SPHSS. Although the attire lies with a member of the community who kindly volunteered to purchase and dress the murthi's. The trustees recommended that the volunteer be offered custodianship of this exercise on behalf of the Samaj. The chairperson of the trustees extended his gratitude to the volunteer.	SPHSS executive and all portfolio committee members to action	
9	<b><i>Ad Hoc matters</i></b>  The following are, in essence, matters for consideration by the Trustees to the executive:		
9.1	<b><i>Old Wood Crematorium</i></b>  A letter from the Pretoria Hindu Society was received requesting permission to upgrade the old wood crematorium which is under the auspices of the SPHSS since 1932. A meeting has been scheduled with PHS in September where their full proposal will be heard and discussions will be taken thereafter.	SPHSS executive to facilitate	
9.2	<b><i>BOREHOLE</i></b> The trustees heard the proposal of a feasibility of a borehole facility that was undertaken on	SPHSS executive to facilitate	

MINUTES OF THE TRUSTEE MEETING OF THE SHREE PRETORIA HINDU SEVA SAMAJ

Held at: The Boardroom, Shree Pretoria Hindu Seva Samaj  
 Date: Wednesday 17 August 2016  
 Time: 19h30

	<p>the Laudium property. A second opinion was completed using members of the community with the relevant experience. Trustees alerted the exco of their concerns with respect to the guarantee of water below ground which the feasibility study could not provide. The caution was noted.</p>		
9.3	<p><b><i>Availability of hall for “deceased lying in state”</i></b>                  The trustees raised a concern of overcrowding at individual homes when there was a death of a family member. The exco advised that normal rates applied when non-members use the facility for this purpose. Trustees recommended to the exco to consider preferential rates or donations for registered members of the SPHSS wanting to use the facility for this purpose.</p>	<p>SPHSS executive,                  CFO to consider</p>	
12	<p><b>NEXT MEETING</b>                  The next meeting will be held on Wednesday 16 November 2016 at 7:30pm in the Boardroom</p>	<p>Trustees</p>	
13	<p><b>PRAYER &amp; CLOSURE</b>                  With no further business, the meeting ended with a prayer at 9:30pm</p>		