



# Shree Pretoria Hindu Seva Samaj

Established in 1932

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"Satyameva Jayate" - Truth Alone Prevails

## Celebrating 81 Years of Selfless Service

### MINUTES OF TRUSTEE MEETING HELD ON WEDNESDAY 20 AUGUST AT 7:30PM IN THE SAMAJ BOARDROOM

#### 1. Welcome & Prayer

The Chairman of the Board of Trustees, Pravinbhai Daya, opened the meeting with a prayer and a warm welcome to all present. A minutes silence was also observed in memory of those community members who had passed away since the last meeting.

#### 2. Attendance & Apologies

**Present:** Pravinbhai Daya; Rameshbhai Chhagan; Chandrasenbhai Bhana; Madhubhen Modi; Nareshbhai Kallan. Bharatbhai Kooverjie; Bhaavibhai Chhana

**Apologies:** Harshilabhen Kooverjie

#### 3. Approval of Previous Minutes

The minutes of the Trustee meeting held on 7 May 2014 was approved on the motions of Pravinbhai and Madhubhen.

#### 4. Matters Arising

##### 4.1 Directory Progress Report

Rameshbhai reported that an agreement had been reached with Fine Art printers for the publication of an additional 400 copies of the corrected version of the directory and these will be distributed to the community by the office.

##### 4.2 Secondment of Accountant/Auditor/Financial expert

At the previous meeting, a need was identified to second an individual with accounting background to the trustees to assist with conducting of internal audits.

Rameshbhai reported that he had sent out a circular to the community requesting for volunteers and had received a reply from Kavitaabhen Dave who has 8 years' experience in this field. It was agreed that the next audit should be held either on 8<sup>th</sup> or 15<sup>th</sup> October, subject to Kavitaabhen's availability. Rameshbhai agreed to finalise arrangements.

***Rameshbhai***

#### **4.3 *Changes to Audit Protocol***

In the previous meeting, it was agreed that the audit protocol be amended to reflect that only items on which consensus has been reached by Trustees and Executive Committee would be actioned. Rameshbhai reported that the requested change to the protocol has been made.

#### **4.4 *Trustee Newsletter***

Pravinbhai requested that Rameshbhai assist with the drafting of the next trustee newsletter by providing details on the Executive committee's activities. It was agreed that this should be produced after the internal audit in October. This will be sent to Pravinbhai for approval before circulating.

***Rameshbhai***

#### **4.5 *Jinabhai Mistry's Pledge***

Before his untimely death, Jinabhai had pledged funds towards the establishment of a library. Rameshbhai undertook to discuss this matter with his sons.

***Rameshbhai***

#### **4.6 *Protection of Samaj property***

At the previous meeting Harshilabhen undertook to investigate and report on mechanisms by which Samaj assets could be protected more effectively. Due to her absence, this matter was left in abeyance.

***Harshilabhen***

### **5. *Correspondence***

#### **5.1 *Nil***

### **6. *General / New Matters***

#### **6.1 *AGM Financials***

At the AGM held in May, Harshudbhai Keshav raised concerns he had with the way the financials had been prepared. Rameshbhai reported that a process has been started for the financials to be amended as per Harshudbhai's concerns. Trustees raised the question whether, as a result of the issues raised at the AGM, the financials have been approved or not. It was felt legal opinion should be sought to clarify whether the trustees or the members at an AGM approve the financials. In addition, it was agreed that in future the auditor would be asked to attend and present the financials at the AGM.

## 6.2 ***PHS Developments***

Rameshbhai informed members that the sale of the Pretoria Hindu School has been finalised and that Amity International are now the new owners.

## 6.3 ***Samaj Community Service Awards***

Rameshbhai informed members that thus far only two nominations for community awards had been received but that both nominees had withdrawn. Chandrasenbhai explained that he withdrew his nomination as he was nominated by an ex-Pretorian and his nomination would then be regarded as being a self-nomination.

Rameshbhai informed members that the executive committee will discuss further nominations at its meeting on Monday 25 August and provide its recommendation for approval to the trustees.

***Rameshbhai***

## 6.4 ***Diwali Celebrations***

Rameshbhai expressed concern that despite having raised the idea of a Tshwane Diwali Festival and received in-principle support from the Mayor almost 8 months ago, all his efforts to secure a meeting with the Council for planning discussions had failed. Instead, about a month ago, he had been informed that the Council had decided that they will take responsibility for arranging such an event. To date, no formal meeting had been called with all interested parties to plan the event. As time was running out, the Samaj will continue planning its own function but will join a Tshwane Festival should it materialise.

## 6.5 ***Get-Together***

The trustees requested that the Executive Committee arrange a get-together / end of year function. Rameshbhai undertook to raise the matter

***Rameshbhai***

6.6 ***Journey to the Core – By Chandrasenbhai Bhana***

The chairman, Pravinbhai, congratulated Chandrasenbhai for being featured on the SABC documentary "Journey to the Core". Rameshbhai requested a video clip of the programme to be placed on the Samaj's website .

***Pravinbhai***

7. **Closure**

The meeting ended with a prayer at 10:00pm.

**Bhaavicbhai Chhana**

**Secretary General**