



Shree Pretoria Hindu Seva Samaj

Established in 1932

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"Satyameva Jayate" - Truth Alone Prevails

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

Held at: The Boardroom, Shree Pretoria Hindu Seva Samaj

Date: Tuesday, 17 September 2019

Time: 19:30 PM

1. **OPENING PRAYER AND WELCOME**

In the Chair: Rameshbhai Chhagan

The meeting commenced with a prayer and a moment of silence for those who have passed on since the last meeting.

2. **QUORUM**

The meeting was declared duly constituted by the President as the requisite quorum as prescribed by clause 17 of the Samaj Constitution had been met.

3. **ATTENDANCE AND APOLOGIES**

Rameshbhai Chhagan, Nayantaben Naran, Pavanbhai Gandhi, Ileshbhai Gandhi, Vijaybhai Naran, Vinaybhai Chagan, and Ketanbhai Parmar. Priyamben Singh & Khushiben Dave attended in their capacities as administrative assistants.

Apologies: Harshadbhai Pema, Jasminben Govind, Taraben Bhaga, Vitteshbhai Devchand and Mishkaben Devchand.

4. **APPROVAL OF AGENDA & MINUTES**

The agenda and minutes were approved without amendments on the motions of Pavanbhai and Ileshbhai.

5. **ANNOUNCEMENTS**

Rameshbhai announced that our Caretaker, Noel Choema's wife, had given birth to a baby boy. Noel was invited to the meeting and presented with a baby gift hamper on behalf of the members. Birthday greetings were extended to Nayantaben Naran who celebrated her birthday in September. She was thanked for sharing a birthday cake with members.

6. **CORRESPONDENCE**

The following correspondence was noted:

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| 7 | CORRESPONDENCE |
| 7.1 | INCOMING: |
| 7.1.1 | Received a request from RISHI to use mandir during Navaratri celebrations commencing 28 September |
| 7.1.2 | Received and replied to correspondence received from Vandanaben Naran re: After hours care centre |
| 7.1.3 | Received and gratefully accepted offer of a pool table donation from Mrs Anita Ayer |
| 7.1.4 | Received request from Vimalbhai Lalla for the purchase of cables for mandir sound system. This was purchased. |
| 7.1.5 | Received request from Jaynaben Patel re: After hour Care Centre |
| 7.1.6 | Received invitation from HCOI to attend "Hindi Day" celebrations on 14 September |
| 7.1.7 | Received offer from Vishalbhai Dave to sponsor items for Navaratri |
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| 7.2 | OUTGOING |
| 7.2.1 | Circulated notice of Krishna Jayanti function held on 23 August 2019. |
| 7.2.2 | Granted permission to RISHI to host Navaratri function in mandir from 29 Sept to 7 Oct. |
| 7.2.3 | Circulated minutes of Executive Committee meeting held on 20 August 2019. |
| 7.2.4 | Circulated notice of Ganesh Chouth programme held on 2-12 September 2019 |
| 7.2.5 | Circulated "Know India Logo Design Contest" held by High Commission of India |
| 7.2.6 | Circulated "Gandhi Dhun" programme held at Wits University on 7 September 2019 |
| 7.2.7 | Circulated notice of "Pitru Havan" function to be held on 22 September 2019. |
| 7.2.8 | Circulated notice for admission to Balmandir and Gujarati schools for 2020 |
| 7.2.9 | Circulated notice for nominations for Community Service Awards to be conferred on Gujarati New Year's Day |
| 7.2.10 | Responded to request from Jaynaben Patel re: After Hours Care Centre |
| 7.2.11 | Circulated "Hindi Day" circular received from HCOI |
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| 8. | MATTERS ARISING | |
| NO. | ACTION POINT | RESPONSIBLE |
| 8.1 | Priyamben undertook to forward Balmandir Welcome Pack to Exco for comment and approval by end September | Priyamben |
| 8.2 | Khushiben reported that Community Service Award nomination forms were circulated. It was agreed that Shardaben, Ushaben and Pramodbhai would be honoured. Khushiben to obtain short write-up from all awardees. | Khushiben |
| 8.3 | Vijaybhai confirmed that he had received the relevant Marabastad stands document and was in the process of negotiating with potential developers. Rameshbhai reported that Jivanbhai Kalan had undertaken to attempt to put a consortium together. | Rameshbhai |

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| | Pavanbhai reported that he had concluded a memorandum of understanding with a potential developer. It was agreed as follows: Rameshbhai will send a copy of the MOU to Vijaybhai and Jivanbhai; they would be given two weeks to get prospective developers to sign the MOU; the decision on which developer to go along with well then be taken based on the number of MOU's received. | |
| 8.4 | Ileshbhai presented several quotes for installing access control. Approval to install was granted. | Ileshbhai |
| 8.5 | Priyamben undertook to complete and send Balmandir marketing plan to EXCO by end September. | Priyamben |
| 8.6 | Pavanbhai reported that SARS had rejected the Samaj's application for 18A status on the grounds that we were religious organisation serving only the Hindu community. Rameshbhai undertook to contact the relevant official and determine a way forward. | Rameshbhai |
| 8.7 | Khushiben reported that all Rakshabandan monies were collected. It was agreed that Khushiben would send a copy of the record to Rameshbhai and that Rameshbhai would circulate the list with a letter of thanks. | Khushiben / Rameshbhai |
| 8.8 | Priyamben undertook to ensure the 2020 Gujarati calendars will be ready for printing by end September. | Priyamben |
| 8.9 | Present operational plan for hand-over of 20 Walkie Talkies to Laudium Disaster Management | Priyamben |
| 8.10 | Khushiben had circulated a draft SamajChar newsletter (3/2019). A few suggestions for improvement were received. Newsletter to be finalised end October. | Khushiben |
| 8.11 | Priyamben reported she had met with the website developer and submitted all suggestions. Priyamben to send new link to website to EXCO | Priyamben |
| 8.12 | Priyamben reported that 5 of the 11 Balmandir parents have paid outstanding fees. The other 7 children will not return until payment is made. | |
| 8.13 | Rameshbhai reported that he had circulated a policy for waiver of Balmandir fees and had incorporated all suggestions. The policy will be tabled for adoption under general. | |
| 8.14 | Rameshbhai suggested that all library books be housed in the dining room as this would ensure maximum exposure. This was agreed to. Priyamben to arrange for this to be done. | Priyamben |
| 8.15 | Priyamben reported that the sound has been purchased and will be installed by JYM in time for Navaratri. Thereafter, Ileshbhai to ensure that all necessary security measures are taken to safeguard the equipment. | Ileshbhai |
| 8.16 | Priyamben undertook to investigate and recommend computer-based programme for Balmandir children by end November | Priyamben |
| 8.17 | Vinaybhai informed members that the Samaj outdoor notice boards had been upgraded with the installation of a better-quality Perspex glass and are now ready for use. Khushiben to reinsert notices. | Khushiben |

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| 8.18 | Pavanbhai reported that he is process of obtaining a tax clearance certificate. Once obtained, Vinaybhai can apply for a rebate on rates & taxes | Pavanbhai / Vinaybhai |
| 8.19 | Pavanbhai undertook to forward to Keeranben last year's audit findings so that she can work on rectifying identified shortcomings. | Pavanbhai |
| 8.20 | Priyamben undertook to submit Balmandir school registration forms to the Department of Social Development by end September. | Priyamben |
| 8.21 | Khushiben reported that Vimalbhai had informed her that the Laudium Bhajan Mandal were finalising an article for placement in SamajChar | Khushiben |
| 8.22 | Khushiben reported that the updated funeral policy had been uploaded on to the website. | Khushiben |
| 8.23 | Priyamben reported that there was no need for an additional person to be appointed for After Care services | |
| 8.24 | Vinaybhai reported that he had received one quote to replace worn out toilet seats. It was agreed that Priyamben would send the requirements to Vijaybhai who would then also submit a quote. | Priyamben / Vijaybhai |

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| 9 | SECRETARIAT REPORT |
| | Renuka Adhiya, Ramanlal Rama, Prurthvi, Shereen, Bhan Lakha, Shivaji, Venkat Reddy, Ravi Mulchandani, Tarul Shukla, Pinakin Parekh, Mehul Sharma, Veer, Rushi, Vivek Bhima, Ashish Patel, Jyotsna Ramji Kevan, Pintu Shah, Kunal Patel, Harikrishna and Brijesh were added on Samaj WhatsApp broadcast list. |
| | Ashish Patel was added on Email DB |
| | WhatsApp correspondence: Ganesh Chouth poster, message from Rameshwar Mandir, KIP – Logo contest, Gandhi dhun, Laughter yoga advert, Pitru Havan. |
| | Receipts have been captured |
| | Petty cash counted and balanced |
| | Information gathered from President and all portfolio heads and outside sources for November newsletter content |
| | Draft newsletter was circulated to all Exco members for input |
| | Payment request letters was sent within one week of Priest booking |
| | Raksha Bandhan and Krishna Jayanti articles were placed in Laudium sun |
| | Typing of Gujarati words, dates and Choghdyas for SPHSS Gujarati calendar was done and given to RCC and Sunilbhai to proof-read |
| | All nominations for community awards were sent to Exco members |
| | Raksha Bandhan donations received |
| | Contacted Laudium Bhajan Mandal to place an article in SamajChar. Funeral policy and minutes of last Exco meeting was uploaded on website. |

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| 10 | FINANCE REPORT |
| | A finance report will be provided at the next meeting |

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| 11 | EDUCATION REPORT | |
| 11.1 | <i>Achievements</i> | |
| 11.1.1 | Grandparents day held on 13 September – over 100 grandparents attended. The event was well received | |
| 11.1.2 | Both the Balmandir and Gujarati School children participated in the Krishna Jayanti Concert held on 23 August 2019. | |
| 11.1.3 | Balmandir children observed pyjama day on 19 July 2019 | |
| 11.1.4 | New Balmandir applications stand at 26. | |
| 11.2 | <i>Balmandir Enrolment</i> | |
| | Mauwnaben (Grade R) | 28 |
| | Jasmeenaben (Grade RR) | 28 |
| | Hemiben (Grade RR) | 25 |
| | Chetnaben (Grade RRR) | 24 |
| | Total | 105 |
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| 11.3 | <i>After Hours Care Centre Enrolment</i> | |
| | The number of children in After-Hours Care Centre stands at 10. It is expected that this number will grow to 15 in 2020. | |
| 11.4 | <i>Gujarati School Enrolment</i> | |
| | Friday Class | 20 |
| | Saturday Class | 10 |
| | No. Attending both Friday & Saturday | 2 |
| | Total No. of Children Enrolled | 28 |
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| 11.5 | <i>Upcoming Events</i> | |
| | Sports day will be held on the Thursday 19 September 2019 at the Seva Samaj Courtyard | |
| | Balmandir concert will take place on 18 October | |
| | Year-end function | |
| | Registering the school with the Department of Social Development | |
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| 11.6 | <i>Matters Requiring Exco Decision</i> | |
| | Teachers request school to be closed 28 & 29 October for Diwali | |
| | Option to buy gift vouchers for teachers at the end of the year | |

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| 12 | RELIGION & CULTURE REPORT | |
| | <i>Achievement / Activities</i> | |
| | Shravan Month prayer programme as well as the Shravan Sunday Bhajan Melas were well attended by about 150-200 people | |
| | A very successful Krishna Jayanti programme was held where at least 500 people attended the show. Members of community who attended were pleased with the programme. | |

From 10 to 18 August, teams of volunteers visited most homes in Laudium to tie rakhis in celebration of Rakshabandan. All donations have been collected.

Ganesh Chouth function drew a crowd of between 250-300 people.

Upcoming Events

Operational plans for each of the forthcoming functions was prepared: Pitru Havan that will take place on 22 September; Navaratri from 29 Sept to 7 October; Rangoli on 12 October and Gujarati New Year on 28 October.

13 SENIOR CITIZEN'S CLUB REPORT

On 23 August 2019 the Senior Citizens club meeting was held in the Seva Samaj Mini Hall. 22 members were present. The programme for the day entailed the following:

- Rookhiben Soma led a discussion regarding the challenges members are experiencing with SASSA regarding their pensions. She also invited all pensioners to a meeting to be held on 09 October 2019, at the Memon Foundation. The SASSA officials will be present.
- Members participated in a Bhajan session. We were honoured to have Harendrabhai Tanna as the musician.
- Jayeshbhai Bhana facilitated a short session on "Laughter Yoga".

On 02 September 2019 our committee members hosted 41 senior citizens from the Millennium Senior Citizens Club from Merebank, Durban. The Senior Citizens from Merebank had intended to visit the Shree Ayyappa Kshethram Temple, Erasmia, but there was a misunderstanding in their arrangement process. However, they were still very happy and respectful during their time with us. They spent about 4 Hours (5:00 p.m. to 9:00 p.m.) with us. Their time was spent in a valuable way:

1. We exchanged information about our respective clubs.
2. They observed the Shree Ganesh Chouth programme in the hall.
3. Harshulaben engaged them in movement and exercise activities. There was lots of joy and laughter during the activities.
4. They participated in the Aarti in our Mandir.
5. They also gave a donation for our Mandir.
6. They were served the Maha Prasad.

The Millennium Senior Citizens Club members expressed their appreciation for being given the opportunity to visit us.

14 SOCIAL SERVICES REPORT

For the year 2019, the Samaj Social Services Committee will give priority to the distribution of Diwali goodwill hampers to known local Gujarati families in need and also families/persons from India in need of assistance. Assistance to Indian nationals will be anyone requiring assistance and not specifically to Gujarati's only. An organisation going by the name India Welfare Society was set up by the Indian nationals (both Hindu and Muslim). It is proposed that a total of 20 Diwali hampers in the form of food hampers consisting mainly of non- perishable food items to the value of R300.00 each be donated by the Samaj. A local Gujarati family will receive 3 hampers over a period of 3 months. Hampers will be requested from OK Stores. Estimated budget R 6 000.00.

A second initiative will be giving Diwali gifts to children under 10yrs of age. Diwali goodie bag consisting of pop pops, star lights and a packet of crisp to the value of R20.00 each. These goodie bags will be distributed to the ± 105 Balmandir children and Gujarati School children, then further at the TDF show on 19 October. It is hoped that the Samaj will sponsor the 200 children's goodie bags. Estimated budget R 4 000.00. Samaj requested to contribute about R 3000.00. There is a private contribution of R1 000. 00 committed.

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| 15 | FACILITIES MANAGEMENT & FUNERAL REPORT |
| | No report submitted as all items were covered under matters arising |

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| 16 | MULTI-MEDIA CENTRE REPORT |
| | Priyamben to submit a detailed report at the next meeting. |

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| 17 | TSHWANE DIWALI FESTIVAL (TDF) 2019 PROGRESS REPORT |
| | Priyamben and Pavanbhai reported that in the light of a lack of sponsorship to meet the cost of the Tshwane Diwali Festival as well as the lack of available manpower, a special meeting was called up to discuss the future of the TDF. After some discussion, it was agreed that the festival should continue but in a different format that was more affordable. It was agreed that the Diwali Concert itself will take place at the Seva Samaj Auditorium on 20 th October but that the fireworks display followed by a bhangra would take place at the stadium. This change will save the Samaj approximately R150 000. The DJ and the stadium have been booked. Sound has been acquired but not yet delivered. Priyamben undertook to draw up an action list and present same at the next TDF planning meeting. |

| 18 | GENERAL / NEW MATTERS | |
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| 18.1 | <i>Policy on Waiving of Balmandir Fees</i> Rameshbhai had drafted and circulated a policy on the waiving of Balmandir fees for those parents who could not afford it. All suggestions for changes were incorporated. The policy was tabled and adopted unanimously. Khushiben to provide copy to teachers and place on website | Khushiben |
| 18.2 | <i>2020 Balmandir Enrolment</i> Rameshbhai requested that Priyamben provide EXCO with a proper breakdown of the grades in which all new Balmandir applicants will be placed so that proper planning can take place. | Priyamben |
| 18.3 | <i>School Closure</i> Members agreed that the Balmandir School will be closed on 28 and 29 October for the Diwali & New Year Celebrations. Priyamben to inform teachers accordingly. | Priyamben |
| 18.4 | <i>Teacher Year-End Function</i> Exco agreed to sponsor the teacher's year-end function by an amount of R100 per person. The request to consider giving gifts instead was not approved. | |
| 18.5 | <i>Diwali Hampers</i> Members unanimously approved the suggestion by Jasminben Magan to provide twenty Diwali hampers to needy families. A suggestion was made that a voucher to the value of R300 be given, instead of a hamper, which would be redeemable at OK Foods. It was further agreed that a letter of appeal to sponsor the hampers should be sent to the community. | Jasminben / Rameshbhai |
| 18.6 | <i>Diwali Goodie Bags for Children</i> Members unanimously approved the request by Jasminben Magan to provide goodie bags to 200 children | Jasminben |
| 18.7 | <i>Year-End Function</i> Members agreed that an end-of year function will be arranged at Bhai's Lounge on 30 November for Trustees and Executive Committee members and their families. Khushiben to make arrangements. | Khushiben |
| 18.8 | <i>Circulation of Correspondence</i> Pavanbhai raised a concern that not all correspondence received was circulated to EXCO members as per decision taken at an earlier meeting. Khushiben undertook to circulate all correspondence. | Khushiben |

19. NEXT MEETING

It was agreed that the next meeting would take place on Tuesday, 22 October 2019 at 7:30 in the Samaj Board Room

20. CLOSING PRAYER

The meeting ended with a prayer at 9:20pm

**ILLESHBHAI GANDHI
SPHSS SECRETARIAT**

**RAMESHBHAI CHHAGAN
SPHSS PRESIDENT**