



Shree Pretoria Hindu Seva Samaj

Established in 1932

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“Satyameva Jayate” - Truth Alone Prevails

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

DATE: Tuesday 9 November 2021

TIME: 7:00PM

VENUE: SEVA SAMAJ BOARDROOM

1. OPENING PRAYER AND WELCOME

The meeting commenced with a prayer.

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

Attendees: Rameshbhai Chhagan, Mansiben Nandani, Harshadbhai Pema, Jasminben Govind, Manishaben Lakha, Nayantaben Naran and Ketanbhai Parmar. Kalpanaben Kooverjie and Rakeshbhai Kara attended in their capacities as office assistants.

Apologies: Vijaybhai Naran, Dhvinsiben Valand, Khushiben Nandani, Priyamben Singh.

4. ANNOUNCEMENTS

No announcements.

5. AMENDMENTS TO MINUTES

No amendments proposed.

6. APPROVAL OF AGENDA & MINUTES

The agenda and minutes were unanimously approved on the motions of Vinaybhai Chagan and Jasminben Govind.

7	CORRESPONDENCE
7.1	INCOMING:
7.1.1	Received an invitation from Helplink to register Samaj as an NGO with them
7.1.2	Received a request from a Jwala Narisimha Mandir of Malbarton to lend them dhandiya's for Navratri. This was agreed to.

7.1.3	Received a request from Candidate Elect for local government, Naeem Patel for a meeting.
7.1.4	Received requests for Diwali leave letters from schools for their teachers wishing to take leave.
7.1.5	Received a letter from Mansukhbhai Chhiba requesting the removal of Mahatma Gandhi's portrait from the Samaj Boardroom wall because he felt that Mahatma Gandhi sold out Hindus.
7.1.6	Received a letter from a Prabha Ramjathan on behalf of Ramakrishna Centre in Glen Anil requesting Diwali hampers.
7.1.7	Received a request from the UAE Embassy to join a panel to discuss Universal peace.
7.1.8	Received a request from Pavan Gandhi for a testimonial
7.1.9	Received an invitation from HCOI to participate in India's Unity Day event
7.1.10	Received a mail from a bursary applicant thanking Samaj for granting one to him but now declining because he has received a bursary from the University itself.
7.2	OUTGOING:
7.2.1	Circulated various editions of the New India Samajchar
7.2.2	Circulated Minutes of Meeting held 21 September 2021
7.2.3	Sent a letter to Naeem Patel declining the request for a meeting and explaining Samaj's non-aligned position.
7.2.4	Sent various letters to employers requesting Diwali leave to their employees.
7.2.5	On request from Rameshwar Mandir, shared with them our Pujari appointment contract.
7.2.6	Sent a letter to Mansukhbhai informing him that his request will be discussed with Exco and Trustees before he is given a formal response.

8	MATTERS ARISING	RESPONSIBLE
8.1	Renovation of Auditorium Jasminben has been requested to provide specifications for any alterations she proposes to the auditorium. This will then go out to tender.	Jasminben
8.2	Migrate Marabastad Tenants to Debit Order system. Kalpanaben reported that no progress has been made on obtaining a solution to the current Netcash system the Samaj has which does not allow for debit orders exceeding R1 600 because it is an NGO package.	Harshadbhai
8.3	Meters at Samaj Marabastad Centre (SMC) Harshadbhai reported that most of the meters have been installed although there have been some teething problems. The matter is being sorted out.	
8.4	Progress Report by subcommittees of Risk Committee Flowing from the Risk workshop, the following measures still need to be implemented: <ul style="list-style-type: none"> • Updating of some policies and procedures (Rameshbhai). • Optimum utilisation of social media platforms (Rakeshbhai) • Obtain volunteers for various portfolios (Portfolio heads) 	
8.5	Wi-Fi in Mandir Rakeshbhai reported that Ileshbhai had promised to provide a quote for Wi-Fi in Mandir by Tuesday 16 November. Rakeshbhai asked to follow up.	Rakeshbhai

8.6	Samaj Legal Status Rameshbhai reported that he, Harshadbhai and Kishore Ramharakh had met to discuss how to address the Samaj's legal status. It was agreed that Kishorebhai would capture our recommendations in a Power Point presentation which would then be presented jointly to executive & trustees and finally to the community for a decision.	Kishorebhai Rameshbhai
8.7	Nominations for Service Recognition Awards The following people received recognition awards: Lotus Award: Dr Devidasbhai Ramjee; Bharat Award: Jagdishbhai Makan; Sanskruti Award: Jaydevi Bhana; Milan Award: Laudium Disaster Management.	
8.8	Photography Proposal Rameshbhai requested that Nayantaben get an invoice from Manilalbhai Jina for the functions he had covered at the rate agreed with him.	Nayantaben
8.9	Registration of Samaj with Department of Social Development The registration of the Samaj with the Department of Social Development has been completed.	
8.10	Feedback on SamajChar newsletter Rameshbhai agreed to create a questionnaire that would be sent out to community by Rakeshbhai aimed at getting feedback on the usefulness of the SamajChar newsletter.	Rameshbhai Rakeshbhai
8.11	Website Access to Administrators Rakeshbhai reported that the Samaj website administrators had granted him access to make input into the Samaj website	
8.12	Appeal for Volunteers Subsequent to the executive meeting, Rameshbhai met with the Succession Planning Committee, and it was agreed that one of the actions needed was to request volunteers for the different portfolios. Rameshbhai to make appeal.	Rameshbhai

09 OFFICE ADMINISTRATORS REPORT

A. Activities / Achievements for Month

➤ Samajchar:

- Navratri Advert sent out.
- TDF Advert sent out.
- Ankot Advert sent out
- Notice for Closure of office & Diwali sent out

➤ Finance:

- Receipts have been captured.
- Petty cash balances.
- Deposit done.

➤ **Staff Attendance – Sep & Oct 2021:**

Staff attendance was satisfactory.

➤ **Visitor Check-in (15 September 2021 to 27 October 2021):**

Number of Visitor	Visited	Protocols followed
58 Sep / 18 Oct	Office	<ul style="list-style-type: none"> ➤ Hands were sanitised and temperature measured before they came in. ➤ 1.5m distance were maintained by people in the premises.
0	Dining hall	
116 Sep / 198 Oct (Zumba classes)	Auditorium	
5 Sep / 7 Oct	Sunilbhai	

➤ **Website uploads / Social media:**

- Uploaded live Navratri videos on YouTube.
- Navratri Advert sent out.
- India Vs Pakistan Advert sent out.
- TDF Advert sent out.
- Ankot Advert sent out
- Notice for Closure of office & Diwali sent out

➤ **Facility Booking:**

- No new booking received.

➤ **Priest Booking:**

- Sent out payment request & confirmation letters for Priest booking.
- Total Daxina received in the month of September was R3,909.93.
- Total Daxina received in the month of Oct was R4,054.83.

➤ **Complaint / Compliment:**

- No complaints / compliments received.

B. Upcoming Activities for Next Month

- Samajchar 2021 Dec edition

10 TREASURER'S REPORT

Monthly Financial Report to Executive Committee

08-Nov

**Current
Assets**

Oct'21

CASH Position for month

Bursary Fund - Fixed Deposits
(74444067025)

366 142

Cheque Account	131 762
Fixed Deposits (74623139926)	3 500 000
Money on Call (62238051114)	1 002 021
Petty Cash	574
Sage Pay	21 845
ZipZap	8 789
	<u>5 031 134</u>

Other Assets

Student Loans	552	Complex	51	Balmandir	38	Other	40	Total	682
	911		442		552		092		997

Statement of Revenue & Expenditure Oct'21

	Balmandhir	Complex Rentals	Facilities	HWG	Seva Samaj	RCC	TDF	Insurance Claim	Grand Total
Income	347	1 176	138		188	62		13	
Expense	241	000	360	54 071	485	196		453	1 979 806
	10		537		1 212	28	1		
NETT Revenue	026	-	441	4 761	525	071	645		1 794 469
	337	1 176	(399		(1 024	34	(1	13	
	215	000	081)	49 310	040)	125	645)	453	185 337

BUDGET	Balmandhir	Complex Rentals	Facilities	HWG	Seva Samaj	RCC	TDF	Insurance Claim	Grand Total
Income	346	1 042	108		294	78			
Expense	458	917	333		000	333			1 870 041
	32		446		1 312	37			
NETT Revenue	917		167	21 042	833	083			1 850 042
	313	1 042	(337	(21	(1 018	41			
	541	917	834)	042)	833)	250	-	-	19 999

Statement of Revenue & Expenditure Aug'20

	Balmandhir	Complex Rentals	Facilities	HWG	Seva Samaj	RCC	TDF	Insurance Claim	Grand Total
Income	419	1 006	185		245	189			
Expense	801	718	086	78 011	923	413		-	2 124 952
	43		464		1 082	27	1		
NETT Revenue	449		753	48 077	417	414	000		1 667 110
	376	1 006	(279		(836	161	(1		
	352	718	667)	29 934	494)	999	000)	-	457 842

REVIEW.

The records shown above are

- 1 for YTD Oct'21
Revenue has dropped about 06%, expenses have been monitored. Nett Revenue
- 2 has declined 60% as well.
Prior year Covid collected amount R104K
185
- 3 Surplus YTD 337
5 031
- 4 Cash 134
- 5 Nafek Debtor a problem

Compiled By:

Harshad B Pema

11 EDUCATION REPORT

NAME OF PORTFOLIO: Education	
REPORTING MONTH: Oct/Nov 2021	APPROVED BUDGET: R100,000
NAMES OF PORTFOLIO MEMBERS: Nayanta Naran	
TWO YEAR PLAN (2021/2022) / FOCUS AREAS / AIMS & OBJECTIVES	
PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH) Balmandir <ul style="list-style-type: none">➤ Debit orders loaded on the 20th of each month➤ Meetings held with teachers every 2 weeks:<ul style="list-style-type: none">▪ Preparation for 2022▪ Reports to be handed out on 9 December▪ School to reopen on 12 January 2022➤ Balmandir & Gujarati school adverts sent out once a month➤ New applications for 2022 received➤ Total learners thus far for 2022 – 45	

12 RELIGION & CULTURE PORTFOLIO REPORT

NAME OF PORTFOLIO: RELIGION AND CULTURAL COMMITTEE
NAMES OF PORTFOLIO MEMBERS: KETAN BHAI NAYANTA BHEN
PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH)

1. Shraavan programme observed as follows:

Shiv puja every Monday
Shiv sahastranaam
Shiv yagna
Nori naum
Krishna Jayanti

All events were streamed live on Facebook and Zoom.

2. India Independence Day was celebrated on 15 August 2021 in the Samaj court yard. Dhvinsiben from Navyug said a few words. I thank the Navyug members for attending and assisting in this event. It was also streamed live on Facebook with 4400 views.

3. Ganesh Chaturthi puja, havan and aarti was streamed live on Facebook on Sunday 12 September 2021.

4. Navratri – 7 October to 14 October 2021

Navratri celebrated in the auditorium (as well as virtually via Facebook live and YouTube). All covid protocols were followed. There was a high public interest, however we ensured that we did not exceed 300 people. Aatham havan held in the auditorium. For the first time in the history of SPHSS we had garba outside in the courtyard. Approx. 350 people attended. People really enjoyed the outside garba event. Water donated by Mitesh and Ashish Patel and family. A VERY, VERY big thanks to Navyug for assisting. They were awesome. During Navratri, the following income was realized: Calendar sales = R 2 400; Tuckshop = R2 365; Stapna = R 14 635; Donation = R 470

5. Gujarati New year Program

Ankhot aarti and darshan in mandir at 12pm as well as live on Facebook.

6. Cricket Celebrations

The committee decided to screen live the India vs Pakistan world cup match on Sunday 24 October 2021 in the Samaj Auditorium. Entry fee was R10.00. Approximately 170 people attended. One stall was run by RV foods. A big thank you goes to the following sponsors: Ashwinbhai Thakkar (tv master) for dish installation, Manilalbhai Rama for providing a decoder, Ankitbhai Patel for Ice; Dipikbhai Patel (Gandhi tuckshop) and Kunalbhai (Mona Photocopy Centre) for popcorn machine and popcorn. Water and cooldrink was donated to sell. A big thank you to our Navyug for assisting. Income from event was as follows: Tuckshop: R730; Entry: R1 590; Donations received: R120; Stall hire: R300. It is recommended that more events such as these be held in future as they are quite popular.

13 SOCIAL SERVICES PORTFOLIO REPORT

NAME OF PORTFOLIO: SOCIAL SERVICES	
REPORTING MONTH: September/ October 2021	APPROVED BUDGET:
NAMES OF PORTFOLIO MEMBERS: Manisha Lakha, Jasmine Govind	
TWO YEAR PLAN (2021/2022) / FOCUS AREAS / AIMS & OBJECTIVES	

<p>Summer 2021: Havan/bhajan/get together for the Senior Citizens in the Open area (Behind the Mandir) after Diwali.</p> <p>Pending Lockdown and New wave of Covid, could possibly be done on 05 December 2021 (Sunday).</p>
<p>PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH) None</p>
<p>GENERAL</p> <p>1. Request from a Lady (grocery vouchers provided previously) for assistance with rent. She was advised that the Samaj only assists with a grocery voucher. She has reached her limit with the amount of vouchers provided to her.</p> <p>2. Request for a Diwali hamper from another Lady. She & her husband are both pensioners and living off the Governments Social grant. The Samaj assisted her last year with a voucher as well. As we were not distributing hampers this year, I contacted Essence of Hinduism (“EOH”) who were more than happy to assist. I requested that they drop off at the Samaj Offices, and thereafter she could collect from there.</p> <p>The Social and welfare Policy to be re-looked to alleviate the above matters.</p>

14 FACILITIES & FUNERAL REPORT

NAME OF PORTFOLIO: Facilities						
NAMES OF PORTFOLIO MEMBERS: Vijay Naran						
<p>TWO YEAR PLAN (2021/2022) / FOCUS AREAS / AIMS & OBJECTIVES</p> <ul style="list-style-type: none"> ➤ Repair and maintenance of the Mandir ➤ Repair and maintenance of the Shivling ➤ Replacement of gutters ➤ Renovation of the Auditorium 						
<p>PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH)</p> <ul style="list-style-type: none"> ➤ Missing stick-on tiles in Classroom 7 replaced ➤ All old and damaged light fixtures replaced around premises ➤ Cooler pipe repaired ➤ Burst pipe in Noels flat replaced <p>MATTERS PENDING</p> <table border="1" style="width: 100%;"> <tr> <td rowspan="2" style="width: 15%;">Mandir</td> <td style="width: 40%;">Mandir carpet cleaning</td> <td rowspan="2" style="width: 45%;">Vijaybhai to provide full plan to exco</td> </tr> <tr> <td>Painting of interior</td> </tr> </table>			Mandir	Mandir carpet cleaning	Vijaybhai to provide full plan to exco	Painting of interior
Mandir	Mandir carpet cleaning	Vijaybhai to provide full plan to exco				
	Painting of interior					

	Broken skirting		
	Entrance mosaic wall cracked at the bottom		
	Geyser in Mandir to be replaced	Looking at an alternate option of installing an instant hot tap	
Shivling	Broken tiles to be replaced	Repairs to commence after Diwali	
	Water damage on roof		
Gutters	Gutters around premises to be replaced	Replacement to commence along with mandir	

15 NAVYUG MANDAL REPORT

No report presented

16 MULTI-MEDIA CENTRE REPORT

No report presented

17 TDF 2020 PROGRESS REPORT

No report presented

18 MARABASTAD STANDS DEVELOPMENT REPORT

No report presented. The team is waiting for the transfer of one erf to take place before meeting again.

19 GENERAL / NEW MATTERS

19.1 *Planning of Samaj's 90th Anniversary & Mandir's 50 Anniversary Celebrations*

Members agreed to attend a workshop on Thursday 18 November at 6pm to plan for the above celebrations. It was tentatively agreed to hold the celebrations over a week-end towards the end of May.

19.2 *Letter of thanks to Various Sponsors*

It was agreed that Nayantaben will send a list of donor names and email addresses to Rameshbhai so that letters of thanks can be sent to them.

19.3 *Nafek Ethiopian*

Rameshbhai reported that he had received a call from Anilbhai Ruder complaining that our temporary tenant on the Marabastad stands appears to have sub-letted the property to someone else who is creating a nuisance. Rameshbhai agreed to meet with Nafek to sort the matter out.

19.4 *Trustee audits on Wednesday and Saturday*

Rameshbhai informed members that the Trustees are scheduled to conduct an administrative audit on Wednesday 10 November and a financial audit on Saturday 13 November. Staff were asked to assist them as much as possible.

19.5 *Year-end Function*

Members agreed that a year-end function should be held at the Laudium Bowling Club at 5pm either on Friday 3 or Saturday 4 December, depending on availability. Spouses to be invited. Jasminben / office to plan.

19.6 *Maintenance Report*

Rameshbhai thanked Vijaybhai in his absence for his maintenance report. He undertook to discuss the need to provide detailed specifications so that the entire project could be put out to tender.

19.7 ***Sannyasa Spiritual Council of South Africa***

Rameshbhai reported that he had been approached by Yashika Singh to host the inaugural meeting of the above organisation. It was agreed that the MMC room should be made available to them. Office to arrange refreshments.

19.8 ***Mansukhbhai's Request***

Members discussed Mansukhbhai's request to have the portrait of Mahatma Gandhi removed from the boardroom on the grounds that he was anti-Hindu. Although one trustee supported this proposal, executive members were unanimously not in favour of doing so. Instead, it was agreed that the portraits of other individuals who played an important role in the independence of India or who resisted invasion should be put up as well. This would help to project a more balanced view on the role played by all in India's struggle for Independence.

19.9 ***Havan for Seniors***

Manishaben and Jasminben to confirm with Sunilbhai for Havan if his available and confirm with the Senior Citizens if they want that. Proposed date: 5th of December 2021.

19.10 ***Marabastad Mandir***

Harshadbhai requested that the mandir carpets in Marabastad be cleaned. The following was agreed upon: Ketanbhai to approach a Hindu employee at the Samaj Marabastad Centre to take responsibility for lighting the "devo" and the weekly cleaning of the mandir; Rakeshbhai requested to add the cleaning of Marabastad carpets on to the Office Planner to be done twice a year and Rakeshbhai to arrange for immediate cleaning of carpets.

20 NEXT MEETING

As a workshop will be held later in November, members agreed that the next executive meeting should take place on 18 January 2022.

21 CLOSING PRAYER

The meeting ended with a prayer at 9:30pm

**DHVINSI VALAND
SECRETARY GENERAL**

**RAMESH CHHAGAN
PRESIDENT**