



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 25 JANUARY 2022

TIME: 5:00 PM

VENUE: Virtual

1. OPENING PRAYER AND WELCOME

Vinaybhai Chagan conducted the opening prayer and Rameshbhai welcomed all present.

2. QUORUM

3. ATTENDANCE AND APOLOGIES

Attendees: Vinaybhai Chagan, Jasminben Govind; Rameshbhai Chhagan, Mansiben Nandani, Khushiben Nandani, Manishaben Lakha, Nayantaben Naran, Harshadbhai Pema, and Upendrabhai Parmar.

Rakesh Kara and Kalpanaben Kuverjee attended in their capacities as office assistants.

Apologies/Absent: Priyamben Singh and Dhvinsiben Valand.

4. ANNOUNCEMENTS

None

5. PROPOSED AMENDMENTS TO MINUTES

None

6. APPROVAL OF AGENDA & MINUTES

The agenda and minutes were unanimously approved on the motions of Vinaybhai Chagan and Vijaybhai Naran

7	CORRESPONDENCE	
7.1	INCOMING:	
7.1.1	Received request from the Sannyasa Spiritual Council of South Africa to host a meeting between Swamis and Hindu leaders on 14 November 2021.	
7.1.2	Received request from Louis Swanepoel (architect) for info on Maniben Sita.	
7.1.3	Received a request from Islamic Institute for support to have beggars and vagrants removed from Laudium	
7.1.4	Received audit report from Trustees for audit conducted on 10 November	
7.1.5	Received and circulated the November 11 edition of New India Samajchar	
7.1.6	Received and approved the request from physically disabled parents receiving grants to waive Balmandir fees for child.	
7.1.7	Received & circulated to community bursary opportunities offered by the Gibela Rail Transport Consortium	
7.1.8	Received invitation from High Commissioners of India and Bangladesh to South Africa to the 50 th Independence Day Anniversary celebration of Bangladesh on Monday, 6 December 2021. Subsequently cancelled due to Covid.	
7.1.9	Received a request from the City Council to attend meeting to discuss extending the lease agreement they have with the Samaj. Extension granted.	
7.1.10	Received a request by Designer Weddings to rectify breach of agreement between parties.	
7.1.11	Received copy of the letter written by Laura Lourens (Deputy Director: Inner City) to the Council attorneys requesting that the delay in transfer of title deeds to Samaj be addressed and matter expedited.	
7.1.12	Received and circulated to community circular from HCOI to participate in the “Azadi ka Amrit Mahotsav” online Quiz organised by them.	
7.2	OUTGOING:	
7.2.1	Sent a letter to Islamic Institute supporting their petition to have street corner beggars and vagrants removed from Laudium	
7.2.2	Circulated to community minutes of Executive Committee meeting held on 9 November 2021	
7.2.3	Circulated an appeal to support the Missionaries of Charity.	
7.2.4	Sent a letter to council appealing for a rebate on rates & taxes on Marabastad stands in view of Samaj agreement to lease it to council.	
7.2.5	Received minutes of meeting held with City Council re Marabastad stands	
7.2.6	Received & circulated the December 2021 issue of New India Samajchar	

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. Matter receiving attention	Jasminben
8.2	Migrate Marabastad Tenants to Debit Order system.	Harshadbhai

	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 reported no progress.	
8.3	<i>Samaj's 90th & Mandir's 50th Anniversary Celebrations</i> After two meetings, members have agreed on a draft programme. Jasminben was appointed to oversee the planning of these celebrations.	Jasminben
8.4	<i>Progress Report by subcommittees of Risk Committee</i> 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) 	Rameshbhai Rakeshbhai All
8.5	<i>Wi-Fi in Mandir</i> Rakeshbhai reported that despite various requests lleshbhai had not provided a quote. He reported that he had received three quotes (Telkom, MTN and Vodacom respectively). However, as the quotes were not all based on the same specs, he was asked to redo with support from Harshadbhai.	Rakeshbhai & Harshadbhai
8.6	<i>Samaj Legal Status</i> 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.	Rameshbhai
8.7	<i>Letter of thanks to Various Sponsors</i> Nayantaben to send a list of donor names and email addresses to Rameshbhai so that letters of thanks can be sent to them.	Nayantaben Rameshbhai
8.8	<i>Photography Proposal</i> Rameshbhai requested that Rakeshbhai get an invoice from Manilalbhai Jina for the functions he had covered at the rate agreed with him.	Rakeshbhai
8.9	<i>Tenant Nafek the Ethiopian</i> Rameshbhai reported that he had met with tenant Nafek and that the complaint received from Anilbhai Ruder had been addressed.	
8.10	<i>Feedback on SamajChar newsletter</i> Rakeshbhai reported that he had sent out a questionnaire to the community to ascertain how much the SamajChar newsletter was appreciated, but no feedback was received. Rakeshbhai to send out a new questionnaire.	Rakeshbhai to provide a report.

8.1 1	Maintenance Report Vijaybhai presented an extensive pro forma bid document which the Samaj could use for obtaining bids on various maintenance related matters. A meeting will be arranged by Vinaybhai to finalise quotes for Mandir & Hall repairs.	Vinaybhai
8.1 2	Sannyasa Spiritual Council of South Africa Rameshbhai reported that he had met with a group of Sannyasis' from Durban who informed community leaders present on their decision to form a Sannyasa Spiritual Council of South Africa.	
8.1 3	Re-establishment of Senior Citizens Club Manishaben reported that the proposed Havan for Senior Citizens on 5 th of December 2021 did not take place. Rameshbhai suggested that Manishaben arrange a meeting with Jivanbhai & team to initiate the re-establishment of the Senior Citizen's Club.	Manishaben

09 OFFICE ADMINISTRATORS REPORT

Reporting Period: Jan 2022

A. Activities / Achievements for Month

➤ Samajchar:

- Installed 4 Surge protectors.
- Installed New Ecco TV
- Checked all Balmandir Applications
- Updated and loaded new banking details for the Balmandir.
- Collected Balmandir school fees
- Checked Mandir Horns as 1 needs to be replaced and 3 needs to be serviced.
- Reported Mandir Roof leaks to Vinay kaka
- Installed Telkom Router and Fixed internet connections.
- Pest chemical sprayed everywhere to avoid insects.
- Quotes on WIFI for the Mandir

➤ Finance:

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

➤ Staff Attendance – Nov/Dec 2021:

Staff attendance for the period November & December 2021 was satisfactory.

➤ **Visitor Check-in (02 Nov 2021 to 14 Dec 2021):**

Number of Visitors	Visited	Protocols followed
33	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	
0	Auditorium	
2 Nov / 7 Dec	Sunilbhai	

Facilities Booking:

➤ **Class Hire**

Name	facilities	Time & date
Uwais	Room No 11	Tuesday to Friday 15:00 to 17: 00
Uwais	Room No 11	Saturday 10:00 to 13:30
Nazeera carrim	Auditorium (big hall)	Monday & Wednesday 17:00 to 18:00
Usha Ravjee	Dining hall / MMC	Monday, Wednesday & Friday 18:00 to 19:00
Hanna Hoosen	ROOM 09	Saturdays 12:00 - 14:00 / Going forward 11:00 to 13:00
Ayesha	Auditorium (big hall)	Tuesday 17:00 to 18:00
Nandaniben	MMC	Saturday 08:00 to 09:30

➤ **Hall Hire**

Vaneshree Parumal	23/04/2022	Full house
Sugandran Aboosamy	17/04/2022	TBC

➤ **Priest Booking:**

- Sent out payment request & confirmation letters for Priest booking.
- Total Daxina received in the month of Nov was R10,930.00.
- Total Daxina received in the month of Dec was R3,303.00

➤ **Website uploads / Social Media:**

- Notices sent out on WhatsApp
- Uploaded Notice of meeting for Nov 2021 on the website
- Updated membership database
- Uploaded ADS on Facebook

➤ **Complaints / Compliments:**

- No complaint or compliment received.

➤ **Gujarati School:**

On Rameshbhai's request, the Gujarati School teacher, Jayshreeben, attended the Exco meeting and has agreed to do so every month. Jayshreeben reported that classes will resume in February and the expected enrolment is 22 learners. She requested that the office assist in photocopying 30 books (40 pages back-to-back). This was agreed to, Rakeshbhai to assist.

Upcoming Activities for Next Month

- Research Samachar Content for April 2022 Samachar
- Book Aircon service
- Book Printer Service
- Book carpet cleaning Service for Marabastad Mandir
- Assist with planning of 90th / 50th Anniversary.

10 TREASURER'S REPORT

Harshadbhai reported that a financial report was not prepared due to work being done to prepare for the 2021 audit. He reported that the audit should be completed before end March 2022

11 EDUCATION REPORT

NAMES OF PORTFOLIO MEMBERS: NAYANTABHEN & RAKESHBHAI
TWO YEAR PLAN (2021/2022) / FOCUS AREAS / AIMS & OBJECTIVES Introductory meeting with teachers and parents held on Thursday 27/01/22 at 6pm. There are 60 children enrolled in Balmandir for 2022
PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH) <ul style="list-style-type: none">● School photos in term 1 – Rakeshbhai to book a date● Walrus – 10 March● School closes 16 March 2022● Re-opens 5 April 2022

12 RELIGION & CULTURE PORTFOLIO REPORT

NAMES OF PORTFOLIO MEMBERS: KETAN BHAI & NAYANTA BHEN
TWO YEAR PLAN (2021/2022) / FOCUS AREAS / AIMS & OBJECTIVES <ul style="list-style-type: none">• India Republic Day on 26 January 2022. Invitations have been sent to community to attend flag hoisting ceremony. Event will also be live streamed.• Next events to be planned:<ul style="list-style-type: none">Shivratri – 28 February 2022Holi – 17 March 2022Ram Navmi – 10 April 2022Hanuman Jayanti – 16 April 2022• It was agreed that all events would now be celebrated live as well as virtually as Covid-19 threat seems to be waning.

13 SOCIAL SERVICES PORTFOLIO REPORT

NAMES OF PORTFOLIO MEMBERS: Manisha Lakha, Jasmine Govind
TWO YEAR PLAN (2021/2022) / FOCUS AREAS / AIMS & OBJECTIVES <ul style="list-style-type: none">• Get together for seniors planned - date/event to be confirmed.• Manishaben wanted to know if any outstanding funds collected could be used for the latest appeal from Ladysmith. This was not approved by the Chairman.

14 FACILITIES & FUNERAL REPORT

Report covered under matters arising

15 NAVYUG MANDAL REPORT

Khushiben undertook to provide team with a proposal for an activity to take place in March 2022

Rakeshbhai presented the diagram below of how the Multi-Media Centre could be utilised.

Frequently Asked Questions (FAQs)

1. Why to enroll?

- In this technological era, coding and software skills are required in almost every field.
- We provide interactive programs and hands on experience of various software, based on the latest trends of Technology.
- Our courses help students to enhance their Creativity, Problem Solving Ability, Analytical Thinking and familiarity with electrical equipment at right age.

2. Who should enroll?

- Our curriculum is designed to satisfy needs of students of all ages. (Kindergarten- Class 12 & Graduating Students)
- It is divided into 3 categories - a) Beginners b) Intermediate c) Advance

3. How it will help academically ?

- We work with schools and design our courses compatible to school curriculum of CBSE/ICSE.
- Developing technical skills at right time will help students to have an edge among others and be future ready.

Our Courses

OFFLINE COURSES

Robotics & Embedded System

- Course Duration -15 Session
- Learn basics of software-'Arduino IDE' & basic circuit development
- Learn Text Coding method
- Robotics Kit
- Certificate of completion

Robotics Kit Contents-

• Arduino UNO	• Chassis
• Motor Driver	• BO Motor
• IR Sensor	• Wheels
• Soil Moisture	• Arduino Cable
• 7 Segment LED	• Jumper Wire
• Liquid Crystal Display	• 12V Adapter
• DTMF	• Caster Wheel
• LDR	• Nuts & Bolts
• Mini Bread Board	• Screw Driver

Course Fee (With Robotics Kit) - R 7,000/-



Our Courses

ONLINE LIVE COURSES

Each course comes with a package of interactive classes with quizzes, assignments, group discussions and much more.

App Development

- Course Duration -12 Session
- Create 10 android application
- Learn Block Coding method
- Certificate of completion

R 4,000/-

Game Development

- Course Duration -12 Session
- Develop 10 amazing games
- Learn Block Coding method
- Certificate of completion

R 4,000/-

3D designing

- Course Duration -12 Session
- Design 10 unique 3d models
- Certificate of completion

R 4000/-

Circuit Simulation

- Course Duration -12 Session
- Learn Block Coding and Text coding method
- Certificate of completion

R 4,000/-

He was asked to put together a plan of action and circulate to members for approval. In addition, he was asked to liaise with the Balmandir teachers to offer computer classes to pre-schoolers.

17. GENERAL / NEW MATTERS

17.1 India’s Liberation Heroes

The President raised the issue of the Samaj not honouring all the liberation heroes of India. It was agreed that Harshadbhai would collect information on three to four individuals who the Samaj could also honour in the same way as Mahatma Gandhi.

17.2 Trustee Audit Recommendations

Rameshbhai led a discussion on the recommendations made by the trustees after the November 2021 audit. Rameshbhai undertook to send the Committee’s responses to the Trustees.

17.3 SMSolutions

A note had been received from SMSolutions that the Samaj still had a credit of some units available and that these would expire in a few months if not used. The units were not redeemable. After some discussion it was decided that members should offer these units to any business people they know. If no one was willing to purchase them, we would have to let them expire.

17.4 Contract with Designer Weddings

Rameshbhai reported that he had drawn up a new contract with Designer Weddings. He will arrange for the signing to take place soon.

17.5 Office & Financial Management arrangements

In the light of the Office staff reduced to two personnel, Rameshbhai reported that he had met with the two incumbents to detail their duties.

18 NEXT MEETING

The next meeting will be held in the boardroom on Tuesday 22 February 2022. Time to be confirmed.

19. CLOSING PRAYER

The meeting ended at 19:00 after a closing prayer.

DHVINSI VALAND
SECRETARY GENERAL

RAMESH CHHAGAN
PRESIDENT