



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 HELD IN THE SAMAJ BOARDROOM:

DATE: Tuesday 28 February 2023

TIME: 6:30 PM

1. OPENING PRAYER AND WELCOME

The meeting commenced at 6:40 pm with a prayer and a warm welcome by the President to all attendees.

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, Ketanbhai Parmar, Jasminben Govind, Harshadbhai Pema, Mansiben Nandani, Khushiben Nandani and Vinaybhai Chagan. Rakeshbhai Kara and Ravibhai Paul attended in their capacities as office assistants.

Apologies/Absent: Vijaybhai Naran, Upendrabhai Parmar, Manishaben Lakha, Hiteshbhai Nandani, Jateenbhai Naran and Dhvinsiben Valand.

4. ANNOUNCEMENTS

Members of Exco congratulated Ketanbhai Parma on his birthday.

5. PROPOSED AMENDMENTS TO MINUTES

None

6. APPROVAL OF AGENDA & MINUTES

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

7	CORRESPONDENCE	
7.1	INCOMING:	
7.1.1	Received mail from Sunilbhai pointing out that the office is not showing the correct amount received for priest bookings.	
7.1.2	Complaint from Balmandir parent of inconsistencies of messages received from school.	
7.1.3	Letter from Petro Potgieter informing Samaj that she is managing the transfer of stands request	
7.1.4	Received invitation from HCOI to participate in International Mother Language Competition. Samaj has submitted an entry.	
7.1.5	Received a proposal from Investafuel for the installation of diesel tank to feed the generator. After analysing their proposal, they agreed with Rameshbhai that such an installation was uneconomical.	
7.1.6	Received and circulated the New India Samachar newsletter.	
7.1.7	Received a request from Rohitbhai Bhana to correct the minutes of the last meeting which indicated that Jaynikshaben Ramjee sent an email to the Samaj when it was actually, he who had sent it. A reply was sent to Rohitbhai with an attached email showing him that the mail he referred to was in fact sent by Jaynikshaben and that the minutes were therefore accurate.	
7.2	OUTGOING:	
7.2.1	Minutes of Exco Meeting held on 24 January was distributed.	
7.2.2	Replied to Petro Potgieter asking for progress report on stand transfer.	
7.2.3	Letter of Appreciation sent to Sage for donating an accounting package to the Samaj.	
8	MATTERS ARISING	RESPONSIBLE
8.1	<i>Migrate Marabastad Tenants to Debit Order system.</i> Ravibhai undertook to assist with the process of getting all tenants of the Samaj Marabastad Centre on a debit order system. This matter in abeyance until external audit requirements are dealt with.	Harshadbhai and Ravibhai
8.2	Shivling Mandir & Mandir tiles The Shivling mandir outside the main mandir needs repair. Vijaybhai reported that the repairs are still in process and will be completed before March meeting.	Vijaybhai
8.3	<i>Request for 18A Certificate from LDM</i> Ravibhai to follow up with Priteshbhai Bhana to supply the Samaj with an 18A certificate for the donation of R2000 given to them for the servicing of the vehicle Samaj had donated to them.	Ravibhai
8.4	Repairs to Samaj Marabastad Centre Vinaybhai reported that he and Vijaybhai are obtaining quotes and a request to exco for approval will be made shortly.	Vinaybhai & Vijaybhai
8.5	Ground Floodlights & Solar Lights Rakeshbhai to arrange for the installation of 10 solar lights around the premises to provide light during loadshedding. He	Rakeshbhai & Vijaybhai

	is also to arrange to have the ground floodlights installed for a demonstration to EXCO members.	
8.6	Feedback on External Audit Harshadbhai informed members that he expected the external audit to be completed by end March. Ravibhai and he are attending to all requests for info made by the auditors.	
8.7	Appointment of new tenant at Samaj Marabastad Centre. Rakeshbhai reported that the tenant has signed both the rental lease and the agreement on terms to pay the deposit. This matter has now been dealt with.	
8.8	Tshwane Diwali Festival Rameshbhai informed members that he and Priyamben have concluded a business plan for TDF. Priyamben is currently creating a marketing pamphlet for sponsors and finalising a venue. In the interim, Rakeshbhai to book the Laudium Stadium for 11 November 2023. Rameshbhai to write letter to Council requesting waiver of fees.	Rakeshbhai & Rameshbhai
8.9	FUND RAISING GALA DINNER Vijaybhai proposed that the Samaj hosts a fund-raising gala dinner to raise funds for the upgrading of the Samaj auditorium. It was agreed that each Exco member and Trustee will be asked to sell a table (amount to be confirmed). Ravibhai was requested to schedule an Exco meeting to have a project plan drawn up. This matter is still in abeyance.	Ravibhai

09 OFFICE ADMINISTRATORS REPORT

Rakeshbhai Kara reported as follows:

Activities / Achievements for February

Administration Tasks

Assisted in photocopying and printing for Balmandir school; Aircon Services were done; Booked Fire Extinguisher service; Samaj Flat inspection was done; Created Balmandir Newsletters; Captured New Balmandir applications; Uploaded Minutes of the meeting on the website and emailed to community; Created Maha Shivratri poster; Created Hanuman Jayanti poster; Created Hanuman Chalisa poster; Created Holi poster; Created Senior Citizens meeting poster; Editing Mandir's 50th Anniversary, 90th Anniversary & Navratri Videos; Completing Dec edition of Samaj's SamajChar 2022 newsletter; Fixed internet issues; Uploaded files on the Server.

➤ **Finance:**

- Receipts have been captured.
- Petty cash balances.
- Cash deposit done.

➤ **Website Uploads/Social Media**

- Various Community Notices sent out on WhatsApp.
- Circulated Balmandir Newsletters on Balmandir WhatsApp.
- Uploaded Minutes of meeting for 24 January 2023 on the Samaj website.
- Circulated to the community minutes of executive committee meeting held on 24 January 2023.
- Circulated to the community minutes of Trustees meeting held on 22 February 2023.
- Uploaded Adverts on Facebook, Instagram & Tik Tok.
- Circulated New India Samachar on WhatsApp.
- Circulated the following posters: Maha Shivratri, Holi, Hanuman Chalisa, and Senior Citizens meeting poster.
- Application for Bursary / Loan advert circulated.

➤ **Priest Booking:**

- Sent out payment request & confirmation letters for Priest bookings.
- A new reporting format for priest bookings was submitted to deal with anomalies in the last report. After some discussion, it was requested that the report format be changed to remove any confusion that might arise.

➤ **Complaints / Compliments Received:**

- Received an email from Jessikaben Rama congratulating the office for the professional way the office administrator and priest dealt with the booking arrangements for her upcoming wedding.

Upcoming Activities for March

- Marketing of Samaj Auditorium.
- Publish December edition Samajchar 2022
- Look for content for April Samajchar 2023

10 FINANCIAL REPORT



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Established in 1932

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Monthly Financial Report to Executive Committee

09-Nov

Current Assets

Jan'2023

Other Assets

CASH Position for month

Cheque Account	117 920	Student Loan	474 812
Fixed Deposits (74623139926)	4 501 726	Complex	179 423
Money on Call (62238051114)	991 505	Balmandir	74 286
Petty Cash	9 037	Other	2 935
Sage Pay	1 357		
	-		
	5 621 546	Total	731 456

Statement of Revenue & Expenditure

Jan'2023

	Income	Expenses	Nett	Income	Expenses	Nett
	Jan'23	Jan'23	Jan'23	Jan'22	Jan'22	Jan'22
Balmandir	181 424	840	180 584	117 055	-	117 055
Complex Rentals	285 907	-	285 907	144 015	-	144 015
Facilities	24 748	102 069	(77 321)	46 350	62 260	(15 910)
HWG	3 364	2 860	504	3 684	-	3 684
Office SPHSS	30 573	95 650	(65 077)	18 183	103 638	(85 455)
RCC	13 395	4 952	8 443	6 647	659	5 988
Totals	539 411	206 371	333 040	335 934	166 557	169 377

REVIEW.

- The records shown above are for YTD Jan'2023
- Surplus YTD 333 040
- Cash 5 621 546
- Drs Bafek needs follow up 9K o/s

Compiled By:

Harshad B Pema

11 EDUCATION REPORT

Nayantaben Naran reported as follows:

BALMANDIR SCHOOL

There are currently 60 children enrolled.

School calendar for first six months: First Term: 11 January 2023 – 23 March 2023; Second Term: 12 April – 22 June.

The following events have taken place/is taking place:

The Walrus programme took place on 16 February which the students really enjoyed. Teachers also had a parent meeting in the begin of the term to explain and introduce everything about the school. Computer classes, yoga and Monkeynastics are regular activities and is going well.

Balmandir events over the next two terms:

Sports Day will take place on 16 March; Excursion to Wag 'n Beitjie on 18 May 2023 has been confirmed; Fun day will take place on 21 June 2023. Group photos date still to be confirmed.

Schools are phasing in robotics as part of the curriculum for preschoolers. Mauwnaben and Jasmeenaben went for a course on how Robotics is to be introduced at preschool level. By mid-2023, the Balmandir will also implement robotics to Grade R children.

GUJARATI SCHOOL

Had a meeting with Jayshriben who confirmed an excursion is being planned for this year to a mandir. Details to follow. Still awaiting planner from Jayshriben

Gujarati school took part in the MATARAM celebrations at the High Commission of India by performing a Natak. HCOI gave a donation of R2 000 as a token of appreciation.

12. RELIGION & CULTURE REPORT

Ketanbhai Parma presented the following report:

PROGRAMME FOR JAN TO JUNE

The following religious functions have been/ will be observed by the Samaj in the first six months of the year:

Flag Hoisting on India Republic day – 26 January; Shivratri on 18 February; Holi on 6 March 2023; Ram Navmi on 30 March; Hanuman Jayanti on 6 April. In addition, a Hanuman Chalisa programme will be held on 16 April 2023.

Flag hoisting on India's Republic Day was attended by teachers, learners and a few community members. Khushiben Nandani, chairperson of Navyug Mandal, said a few words on behalf of the Samaj.

Shivaratri was very well attended, with approx. 500 people participating from morning till midnight of 18 February. Shiv puja was held from the morning in the mandir. Gujarati school

children and Navyug took part in one puja session. Shiv Sahastranaam was in the afternoon. Shiv Yagna in the evening. Bal Bhakte Bhajan Mandal sang bhajans and kirtans till 12am midnight.

Preparations for Holi which will be celebrated on the 6th of March has been concluded. A big "Thank you" is extended to Navyug Mandal members who assisted with packing of colours.

Planning of other upcoming events are continuing.

13. FACILITIES & FUNERAL REPORT

Vinaybhai and Rakeshbhai reported as follows:

1. Service of generator done.
2. Replaced broken tiles in the kitchen.
3. New floodlight installed on north wall near Gujarati school billboard.
4. Samaj Flat Renovations done.
5. Auditorium Roof / Gutters cleaned.

General / Matters Pending:

1. Vijaybhai to install a demonstration version of floodlights for exco to make a decision.
2. Shivling Mandir & Mandir Tiles to be repaired.
3. Vinaybhai and Vijaybhai to follow up on repairs to Samaj Marabastad Centre.

14. SOCIAL SERVICES REPORT

Jasminben reported the following on behalf of Manishaben Lakha:

Senior Citizens Club

Senior Citizens Club meeting was held on 28 January 2023. Approximately 80 elder members from the community attended. A Memorial service was held for the Late Jivanbhai Kalyan. His family members attended, and a bouquet of flowers were presented to them.

It was agreed that members would contribute a R100 annual membership fee. Discussions were held about possible future events, and ways to revive the group in order to attract new members. Members were overwhelmingly in favour of going out on excursions.

General

- 1) Next meeting to be held on Saturday 25 February 2023. Valentines' Day celebrations and talk by Jayesh Bhana who will conduct a session on Laughter Yoga.
- 2) It was decided that as a number of individuals face challenges with hearing, it will be best to have the meetings in the MMC center, followed by refreshments in the Dining Hall. Next meeting will take place on 26 March 2023 to plan an outing.

15. NAVYUG MANDAL REPORT

Focus areas / Aims & Objectives

January - Gold Reef City Excursion.

February - Cricket Match Outing.

March - No activity planned due to school tests / exams.

April - Hosting of Hanuman Chalisa.

May - Sports Day for Navyug members to play at the field. We may look for a mentor to educate about various sports.

June - No activity planned due to school tests/ exams.

July - Movie Day at the Samaj.

August & September - Career Day to educate about career choices in high school/ after matric.

October - Volunteering for Navratri.

November - No activity planned due to school tests/ exams.

December - Outing similar to Gold Reef City, venue to be decided.

PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH):

At the beginning of February, the Navyug decided to watch live the SA20 match on the 5th of February. It was indeed a fruitful and enjoyable event where everybody took pictures with cricketers and had a great time.

16 GENERAL / NEW MATTERS

16.1 Installation of Solar/Inverter for Office

Rameshbhai raised concern that during load shedding the office is forced to use generator power in order to continue working. As the generator we have is meant to power the entire premises, this is not only a great waste of diesel but also adversely affects the efficiency of the generator in the long run. He advised that an alternative power source be provided to the office. After some discussion, it was agreed to install a 5.5 kva inverter. Rakeshbhai and Harshadbhai agreed to obtain suitable quotes.

16.2 Annual General Meeting

Rameshbhai reminded members as this was an elective AGM a great deal preparation needed to be done. He undertook to work with the office in ensuring all arrangements are made.

It was tentatively agreed that the AGM will be held on Sunday 21 May 2023 at 3pm in the MMC (Classroom 1).

16.3 Communication with Balmandir Parents

Rameshbhai expressed concern about the letter received from a parent complaining of poor / inadequate communication to parents by teachers. After much discussion it was agreed that a one-way WhatsApp broadcast system should be immediately implemented whereby teachers could communicate to parents what assistance they are required to render to their children. Rakeshbhai and Nayantaben to create system.

16.4 Hindi Classes

Ketanbhai proposed that the Samaj offer Hindi classes. He believed that there was much interest for this in the community. It was agreed to conduct a survey to determine interest. Rameshbhai to help craft the survey.

16.5 Bursary & Loan Applications

Rakeshbhai informed members that only two applications have been received. Rameshbhai and Harshadbhai will conduct interviews with candidates and determine amounts to be awarded.

16.6 90th Anniversary Video

Rameshbhai requested that Rakeshbhai send the 90th Anniversary video to all members for their comments. Thereafter, Rameshbhai will meet with him to finalise.

16.7 Clearing Junk

Rakeshbhai requested that he be granted permission to remove various unused cartons and broken computers that were acquiring dust. He was given permission to do so but asked to also identify and make an inventory of other accumulated junk and seek permission of EXCO to dispose of as well.

16.8 Marketing of Samaj Facilities

Rameshbhai expressed concern that Samaj facilities are grossly under-utilised. He proposed that he be granted permission to review all hiring rates for implementation with immediate effect together with a marketing plan. This was agreed to.

16.9 Date of excursion & Year Planner from Jayshriben

In her report, Nayantaben had mentioned that the date of excursion of Gujarati learners & year planner from Jayshriben was still outstanding. She agreed to present it at the next meeting.

16.10 Congratulatory Letter to Jayshriben

Rameshbhai undertook to write a letter of thanks to Jayshriben for training her students and presenting a natak to the High Commission of India at Mattaram function.

16.11 Sponsoring of Hanuman Chalisa books

In her report Nayantaben informed members that Anilbhai Kalyan of Fine Art Printers had offered to provide Samaj with prayer booklets in honour of the late Jivanbhai, for the upcoming Hanuman Chalisa. This was approved. Members requested that 2000 to 3000 booklets be produced so that it could be used for future functions as well.

16.12 Insulation of dining hall

In their report, Manishaben and Jasminben commented on the poor acoustics in the dining hall. This has been a long-time problem. At Rameshbhai's request, Jasminben agreed to get quotes on how to insulate/ provide better acoustics to the dining room.

16.13 Contact with Council Official

Rameshbhai expressed concern with the inordinate delay in finalising the transfer of stands. He requested that Vinaybhai contact Petro Potgieter to get the name of the Council official who is attending to the matter and to request her/him directly to kindly expedite matters.

16.14 Redraft Priest Report

Ravibhai undertook to redraft the Priest Booking & Income Report.

17 NEXT MEETING

Next meeting dates: 21 March; 25 April; 23 May; 20 June; 25 July; 22 Aug; 26 Sept; 24 October; 21 Nov.

18 CLOSING PRAYER

The meeting closed with a prayer at 9:30, followed by cake offered to all members by Ketanbhai on his birthday.

**RAMESH CHHAGAN
PRESIDENT**