



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 20 June 2023

1. OPENING PRAYER AND WELCOME

The meeting commenced at 4:10pm with a prayer. The President welcomed all the 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

President	Sanjay Govind (SG)
Deputy President	Himal Ramjee (HR)
General Secretary	Jayniksha Ramjee (JR)
Assistant Secretary	Minoti Bhatt (MB)
Chief Financial Officer	Nipun Jeeva (NJ)
Treasurer General	Ami Acharya (AA)
Head of Education	Miheer Joshi (MJ)
Head of Religion & Culture	Nayanta Naran (NN)
Head of Youth Affairs (Navyug Mandal)	Yamini Bhima (YB)
Health, Welfare and Gender	Manisha Lakha (ML)
Head of Facilities Management	Vineet Rama (VR)
Head of Special Projects	Harshad Dajee Pema (HDP)
Admin Office	Rakesh Kara (RK)

Apologies/Absent:

No absentees

Observers

Chairperson (BOT)	Mansukhbhai Chhiba (MC)
BOT Member	Girishbhai Daya (GD)
BOT Member	Yashvantbhai Jivan (YJ)
BOT Member	Jagdishbhai Makan (JM)

4. ANNOUNCEMENTS

At the AGM of 21 May 2023, the following community members were duly elected:

Sanjay Govind	President	president@sphss108.co.za	082 411 2949
Himal Ramjee	Deputy President		
Jayniksha Ramjee	General Secretary	secretarygeneral@sphss108.co.za	
Minoti Bhatt	Assistant Secretary		
Nipun Jeeva	Chief Financial Officer		
Ami Acharya	Treasurer General		
Miheer Joshi	Head of Education		
Nayanta Naran	Head of Religion & Culture		
Yamini Bhima	Head of Youth Affairs (Navyug Mandal)		
Manisha Lakha	Health, Welfare and Gender		
Vineet Rama	Head of Facilities Management		
Harshad Dajee Pema	Head of Special Projects		

The committee thanks the past officials for their contribution and effort.

5. PROPOSED AMENDMENTS TO MINUTES

None

6. APPROVAL OF AGENDA & MINUTES

Approved by all members.

7. CORRESPONDENCE

Email received from Art of Living. Discussed under New Matters.

8.	MATTERS ARISING	RESPONSIBLE
8.1	<i>Migrate Marabastad Tenants to Debit Order system.</i> Currently there isn't a need for a Debit Order system as rentals are being received timeously. Should a tenant default, then they will be put onto a debit order system. For the new leases a debit order system can be looked into.	NJ, HR, AA
8.2	Shivling Mandir Harshadbhai D Pema will replace the roof at no cost. A Navagrah Sthapna to be installed in consultation with Sunilbhai.	VR, HDP
8.3	Repairs to Samaj Marabastad Centre To discuss under facilities.	SG, VR, HDP
8.4	Policies and Procedures The policies and procedures have been received by Sanjaybhai. This needs to be forwarded to the members. Consider having a workshop to review and get an understanding of the all the policies and procedures. Constitution needs to be amended as approved at the AGM and signed by the Trustees. The Word format of the Constitution must be made available to the Exco.	SG All RK
8.5	Communication with Balmandir Parents	MJ

	Discussed under the Education report	
8.6	Hindi and Gujarati Classes Discussed under the Education report	MJ, NN,
8.7	Filling of Finance Administers Position The Samaj will not be employing a finance administrator. Regarding the CCMA matter, an attempt was made to settle the matter amicably. A more than fair settlement was presented to Mr Ravi Paul. The commissioner will inform the parties, SPHSS & Mr Paul, within 14 days of the hearing whether the matter will be referred to the Labour court as proposed by Mr Ravi Paul's legal team. If so, this will necessitate the assistance of a labour lawyer.	SG
8.8	90th Anniversary Video Has been uploaded on YouTube.	RK
8.9	Marketing of Samaj Facilities The hall hire rate need to be reviewed. Rates charged to NPO and religious groups providing seva to our community will be significantly adjusted. It needs to be established what is required for the revamp of the hall and what the cost would involve. This will be done in consultation with the architects.	VR, NJ
8.10	Insulation of dining hall Discussed under the facilities report. Manishabhen to ask Jasminbhen for the quotes previously obtained to be used as a starting point.	ML
8.11	Swap of Stands The vendors currently occupying the land into the agreement with COT have starting vacating the premises. The transferring attorneys have confirmed that the transfer of the stands has been lodged for the second time with the Deeds Office. Sanjaybhai has spoken with the transferring attorneys and a written confirmation has been provided. A meeting to be arranged with COT and Samaj officials to discuss the water bill which has accumulated on the Samaj properties as well as the rates paid to COT. The enclosure for security purposes needs to be looked into.	SG, VR, HDP
8.12	Navyug Mandal Yaminibhen submitted a Draft Navyug constitution for the members to review. Inputs must be submitted by 30 th June. Vineetbhai recommended that it should rather be in a form of a policy document.	All
8.13	Auditors Tayfin Auditors has agreed to discount the old fee. An appointment letter has to be signed. For the 2024 year end a full audit should be done. A rotation of Auditors, in terms of good governance should be looked at.	HR SG, NJ

9. OFFICE ADMINISTRATORS REPORT

Rakeshbhai Kara reported his activities/achievements in terms of Administration Tasks, Finance and Priest Bookings.

Rakeshbhai requested that the members assist in providing content of interest for the Samachar newsletter.

Complaints / Compliments Received:

None.

10. FINANCIAL REPORT

The finance team has inherited a backlog and will do their best to bring the accounts up to date within June and July 2023.

The Telkom Shop will have to be visited to change the account details from the previous official to the current official.

Nipunbhai submitted a monthly financial report as at 31 May 2023. A more detailed report will be submitted for the following month.

A decision has been taken regarding the investment of monies. Various banks will be approached to ascertain if better interest rates can be obtained.

11. EDUCATION REPORT

Health and Safety measures

Various initiatives have been put in place. First Aid training will be provided to the relevant persons. An Evacuation Plan is in place. Fire drills will be carried out in the next month and observed by Vivekbhai Devchand. Vivekbhai will also inspect that other requirements are in place.

CPD for Educators

Diversity and inclusion training as well as a learning difficulties refresher course will need to be done. This will be done in consultation with persons from the community that can run these courses.

Yaminibhen recommended that teachers can register online and do the courses.

The MMC can also be used to run the CPD courses.

The assistance of an Occupational Therapist and an educational psychologist is also required.

Robotics

Both grade R teachers are happy to introduce robotics after having attended a training course. Resources for Grade R for robotics needs to be procured and a curriculum signed off as per DOE guidelines.

Marketing

The current school fee is competitively priced.

However, the school needs to be registered with DOE. This will be done in consultation with Pranay Devchand.

The Committee to brainstorm how activities can be done differently and how to get more direct involvement from the parents.

An evaluation needs to be done whether it will be beneficial to move the office downstairs.

Hindi Classes

There are 15 adults. The Thursday class will be scrapped. A separate class will be started for kids. In the future classes may be offered online.

The Consulate is willing to advertise the Hindi Classes.

Although a R20 minimum donation was requested, students are welcome to contribute more than the R20.

A survey will be sent out for Gujarati Classes. BAPS will also be consulted.

A request was also received to start English classes.

12. RELIGION & CULTURE REPORT

Upcoming Events:

- **Adhik Maas**
18 July – 16 August: Vishnu Sahastranaam and Vishnu Havan.
The Bhajan Mela will extend to Adhik month.
- **Shravan**
17 August – 14 September: Monday's Shiv puja, Shiv Sahastranaam
Shravan Bhajan Mela on the Sundays
15 August: India Independence Day
6 September: Krishna Janmashtami
Noori Naum Lunch – logistics still to be discussed
13 & 14 September: Swami Anubhavanandaji Maharaj visits our Mandir
- **Ganesh Chouth** 19 September: To confirm number of days with Sunilbhai
Ganpati Murtis to be done in consultation with Dr Kolapen.
- **Shraadh** 29 September – 14 October. Shraadh Yagna – Date to be confirmed
- **Navratri** 15 October – 23 October. 9-day event
Aatham Yagna – 22 October
To involve the Navyug Mandal in these functions including Dashera.
- **Sharad Poonam** 28 October – Garba and Prasad
- **New year's Programme** 14 November – Speeches, dance item and aarti
- **Jalaram Jayanti** 20 November – to be celebrated Sunday 19 November in mandir. The plan is to feed the community.
Tulsi Vivah – 27 November – Date to be confirmed
- **Makar Sankranti** (kite festival) 14 January 2024, Sunday
- **India Republic Day** - 26 January
- **Shivratri, Holi, Ram Navmi, Hanuman Jayanti**

Sound

A meeting will have to be set up to discuss the sound requirements for all the functions.

Calendars

A sponsor is required.

13. FACILITIES & FUNERAL REPORT

- The Marabastad renovation project has been inherited by the current committee. The committee has reviewed some aspects of the work and will attempt to discuss with the appointed contractor a workable solution.
- Paint work done last year on the Mandir and Pillars of the school need to be redone.
- New desks and chairs are required for the school classrooms. Quotes are to be obtained.
- Quotes have been obtained for the plumbing work for the bathroom in the hall.
- Gas burners for the dining hall needs to be serviced. Recommendations were given for suppliers that can provide a Certificate of Compliance as well.
- Look at understanding and testing of the electrical phases to extend the solar power to the school and the Mandir.
- Sunilbhai's flat needs to be refurbished.
- The caretaker requires a stove.

14. SOCIAL SERVICES REPORT

Upcoming Activities:

- Saturday 24 June, 2PM in the MMC - Senior Citizens Mother's Day & Father's Day celebrations
- Saturday 22 July - Senior Citizens visit to Gaushala in Brits
- Sunday 27 August - Senior Citizens visit to Gurudwara & Iskcon Temple
- 23rd September, At Samaj Premises - Eye Checkups
- 28th October, At Samaj Premises - Nothing planned yet
- 25th November - Year End Function at Samaj Premises

Sanjaybhai suggested that the fruit be sponsored.

The senior citizens have requested the presence of the officials

Manishabhen requested assistance for Saturday's event. Sanjaybhai requested the officials to be involved in all the functions including attending Mandir on a Sunday.

Miheerbhai to forward details of another bus service provider in order to obtain a quotation.

15. NAVYUG REPORT

Addressed under Matters Arising.

16. GENERAL / NEW MATTERS

16.1 Use of Mini Hall for Rudra Puja.

A standard rate needs to be determined for organisations providing services to the Community. Fixed costs need to be determined by Rakeshbhai, Vineetbhai and Nipunbhai.

16.2 Tshwane Diwali Festival meeting.

It was said that this is a Pretoria Hindu Society programme. A Beer Garden will be on site, which the Samaj and the Centurion Hindu Society is not in favour of, amongst other events. The Samaj had pledged R50 000 but the organisers were told that this will not be forthcoming if the Samaj is not happy with having a programme that is not in line with our Dharma.

17. NEXT MEETING

Next meeting dates: 25 July; 22 Aug; 26 Sept; 24 October; 21 Nov, at 4pm.

18. CLOSING PRAYER

The meeting closed with a prayer at 7:00pm

**SANJAY GOVIND
PRESIDENT**