



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 March 2023

TIME: 6:30 PM

1. OPENING PRAYER AND WELCOME

The meeting commenced at 6:35pm 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, Hiteshbhai Nandani, Nayantaben Naran, Vijaybhai Naran, Ketanbhai Parmar, Jasminben Govind, Harshadbhai Pema, Mansiben Nandani, Khushiben Nandani and Vinaybhai Chagan. Rakeshbhai Kara attended in his capacity as office assistant.

Apologies/Absent: Upendrabhai Parmar, Manishaben Lakha, Jateenbhai Naran and Dhvinsiben Valand. Ravi Paul (finance administrator) was also absent.

4. ANNOUNCEMENTS

None

5. PROPOSED AMENDMENTS TO MINUTES

None

6. APPROVAL OF AGENDA & MINUTES

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

7.	CORRESPONDENCE
7.1	INCOMING:
7.1.1	Received complementary mail from Jessikaben Rama for the services received from our priest.

7.1.2	Various correspondence to and from Outsurance, culminating in them turning down our request to compensate for the damage to loudspeaker system caused by loadshedding.	
7.1.3	Received notice of new office bearers of the Kalayavani Tamil Institute (KTI).	
7.1.4	Received a letter from Deenaben Manilal Devchand congratulating Samaj officials, especially Sunilbhai and Bharatbhai, for the assistance and support rendered to a member of her family who passed away.	
7.1.5	Received an invitation from the Gauteng Tamil Federation to participate in their eisteddfod.	
7.1.6	Received and accepted a proposal from Priyamben Singh to digitally market the Balmandir more aggressively.	
7.1.7	Received four applications for the Samaj Academic Awards.	
7.1.8	Received two applications for the Samaj Tertiary Bursary & Study Loan.	
7.1.9	Received a request from Jagdishbhai Makan of Laudium Mandir Bhajan Group to be allocated a table at the Hanuman Chalisa function to sell their Shanti Bhajan book.	
7.2	OUTGOING:	
7.2.1	Circulated minutes of meeting held in February.	
7.2.2	February issue of Mann ki Baat circulated to community.	
7.2.3	Sent a congratulatory message to the new officials of KTI.	
7.2.4	Received and circulated two issues of the New India Samachar to community.	
7.2.5	Sent a letter of thanks to Deenaben Devchand for her complimentary message.	
7.2.6	Invited graduates several times to apply for the Samaj Academic Achievement Award which will take place on Sunday 21 May 2023.	
7.2.7	Send a letter to Council for permission to use the stadium for TDF in November.	
7.2.8	Letter of thanks sent to Jayshriben Mangalia for training and entering students for the Mattaram function organised by the HCOI and for which an award was won.	
7.2.9	Circulated a survey to determine community interest in the introduction of Hindi classes at the Samaj.	
7.2.10	Forwarded letter from Nayantaben to Jagdishbhai informing him of the arrangements for stalls that have been made for Hanuman Chalisa this year.	
8	MATTERS ARISING	RESPONSIBLE
8.1	Migrate Marabastad Tenants to Debit Order system. Harshadbhai undertook to complete the task of migrating tenants to debit order system.	Harshadbhai
8.2	Shivling Mandir & Mandir tiles The Shivling mandir outside the main mandir needs repair. Vijaybhai promise to have the repairs attended to by end April, failing which the repair work will be put out to tender.	Vijaybhai
8.4	Repairs to Samaj Marabastad Centre Vinaybhai, Harshadbhai & Vijaybhai reported they had received several quotes for repairs to Samaj Marabastad Centre. This team was authorised to meet, evaluate all the bids and allocate the work to be done as quickly as possible.	Vinaybhai, Harshadbhai & Vijaybhai
8.5	Ground Floodlights & Solar Lights Rakeshbhai was asked to arrange with Vijaybhai for the installation of 10 solar lights around the premises to provide	

	light during loadshedding. He was also to arrange to have the ground floodlights installed for a demonstration to EXCO members. This matter was dropped as Vijaybhai reported that the lights were not available.	
8.6	<p>Installation of Solar/Inverter for Office</p> <p>Rameshbhai had previously raised concern that during loadshedding the office is forced to use generator power to continue with office work. As the generator we have is meant to power up 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 requested that solar power be investigated as a solution. Quotes were received and Harshadbhai, Vijaybhai and Vinaybhai have been authorised to review and appoint service provider.</p>	Rakeshbhai, Vinaybhai, Vinaybhai & Harshadbhai
8.7	<p>Annual General Meeting</p> <p>Rameshbhai had reminded members that as this year's AGM will involve elections, a great deal of preparations needed to be done. It was tentatively agreed that the AGM will be held on Sunday 21 May 2023 at 3pm in the MMC (Classroom 1). Rameshbhai reported that he has met with Rakeshbhai to plan the elective AGM.</p>	
8.8	<p>Tshwane Diwali Festival</p> <p>Rameshbhai reported that he had completed the form required by Council for free use of the stadium and written a covering letter to book the Laudium Stadium for TDF. Rakeshbhai requested to submit copies to booking clerk at the Laudium Civic Centre and give copy to Councillor (via Vinaybhai).</p>	Rakeshbhai
8.9	<p>FUND RAISING GALA DINNER</p> <p>Vijaybhai proposed that the Samaj hosts a fund-raising gala dinner to raise funds for the upgrading of the Samaj auditorium. Members felt that the idea should be dropped due to shortage of manpower. It was finally agreed that Vijaybhai will approach a restaurant to obtain a quote and decide with Rameshbhai to go ahead or not.</p>	Vijaybhai & Rameshbhai
8.10	<p>Communication with Balmandir Parents</p> <p>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</p>	Nayantaben

	create system. Nayantaben undertook to deal with this matter before April meeting.	
8.11	<p>Hindi Classes</p> <p>Ketanbhai proposed that the Samaj offer Hindi classes. A survey to determine interest was very positive. It was agreed that Ketanbhai & team will provide an implementation plan at April meeting to EXCO for implementation.</p>	Ketanbhai
8.12	<p>Bursary & Loan Applications</p> <p>Rakeshbhai informed members that only two applications have been received. Rameshbhai and Harshadbhai concluded the matter and the candidates informed of the decision taken.</p>	
8.13	<p>90th Anniversary Video</p> <p>After some discussion, it was agreed that Rakeshbhai will create a highlights version of approx. five minutes. The highlight will be loaded on various media platforms together with an edited version of the full event in three parts (1, 2 and 3).</p>	Rakeshbhai
8.14	<p>Clearing Junk</p> <p>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. This matter is dealt with.</p>	
8.15	<p>Marketing of Samaj Facilities</p> <p>Rameshbhai had expressed concern that Samaj facilities are grossly under-utilised. He was given permission to review rates with Rakeshbhai. This was done and Rakeshbhai was given permission to market new rates. The voice-over on the short marketing video needs to be redone.</p>	Rakeshbhai
8.16	<p><i>Date of Excursion & Year Planner from Jayshriben</i></p> <p>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.</p>	Nyantaben
8.17	<p><i>Congratulatory Letter to Jayshriben</i></p> <p>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. This matter is dealt with.</p>	
8.18	<p><i>Sponsoring of Hanuman Chalisa books</i></p>	

	Nayantaben had 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. Nayantaben reported that the booklets will be made available in the foyer on Hanuman Chalisa day.	
8.19	Insulation of dining hall In their report, Manishaben and Jasminben had commented on the poor acoustics in the dining hall. This has been a long-time problem. Jasminben reported that she will present a quote at the next meeting.	Jasminben
8.20	Swap of Stands 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. Vinaybhai reported that the Council does not wish to give him the name and the instability in Council is a further excuse for non-action. This matter is ongoing for over 4 years with no resolution in sight.	Vinaybhai

09 OFFICE ADMINISTRATORS REPORT

Rakeshbhai Kara reported as follows:

Activities / Achievements in March

➤ **Administration Tasks**

- Assisted in photocopying and printing for Balmandir.
- Created Hanuman Jayanti poster.
- Edited Navratri 2022 & Samaj's 90th Anniversary Video.
- Editing Mandir's 50th Anniversary.
- Completing Dec Edition Samajchar 2022.
- Fixed internet issues.
- Uploading files on the Server.
- Created Ram Navmi poster.
- Created Samaj Hall Hire advert.
- Created Hindi Classes Google Survey

➤ **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 28 February 2023 on the Samaj website.
- Circulated to the community minutes of executive committee meeting held on 28 February 2023.
- Uploaded Adverts on Facebook, Instagram & Tik Tok.
- Circulated New India Samachar on WhatsApp.
- Circulated Hanuman Jayanti poster.
- Circulated Ram Navmi poster.
- Circulated Hanuman Chalisa poster.
- Circulated Academic Achievement Awards advert.
- Application for Bursary / Loan advert circulated.
- Circulated Hall Hire Advert.
- Circulated Hindi Classes Survey.

➤ **Priest Booking & Income Report**

- Sent out payment request & confirmation letters for Priest booking.
- Priest Daxina for February 2023 = R10,058.00
- Priest Daxina for March 2023 = R7103.00

➤ **Complaints / Compliments Received**

None

➤ ***Upcoming Activities for April***

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

10 FINANCIAL REPORT

The Finance Team reported as follows:



Shree Pretoria Hindu Seva Samaj

Established in 1932

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Laudium, Pretoria 0037
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Monthly Financial Report to Executive Committee				28-Mar	
Current Assets		Feb'2023		Other Assets	
CASH Position for month					
Cash Receipts		6 865		Student Loans	474 662
Cheque Account		128 902		Complex	54 188
Fixed Deposits (74623139926)		4 501 726		Balmandir	50 195
Money on Call (62238051114)		991 505		Other	2 995
Petty Cash		13 967			
Sage Pay		2 967			
ZipZap		27 791			
		5 673 724		Total	582 040
Statement of Revenue & Expenditure			Feb'2023		
	Budget	Current	Prior Year	Budget Year	
Income	447 167	662 222	550 647	Income	2 683 000
Bal	70 000	222 183	153 606	Bal	420 000
Complex	263 833	314 759	270 649	Complex	1 583 000
Facility	30 000	33 321	75 045	Facility	180 000
HWG		8 764	15 224	HWG	
Office	58 333	53 483	35 173	Office	350 000
RCC	25 000	29 712	950	RCC	150 000
Insurance Claim		-	-	Insurance Claim	
Expenses	311 000	377 140	322 250	Expenses	1 866 000
Bal	6 667	7 925	1 101	Bal	40 000
Facility	50 000	157 242	107 985	Facility	300 000
HWG	6 000	6 751	-	HWG	36 000
Office	233 333	196 673	209 126	Office	1 400 000
RCC	15 000	8 549	4 038	RCC	90 000
TDF Expense		-	-	TDF Expense	
Surplus	136 167	285 082	228 397	Surplus	817 000
REVIEW.					
1	The records shown above are for YTD	Feb'2023			
2	Surplus YTD	285 082			
3	Cash	5 673 724			
Compiled By:					
Harshad B Pema					

11 EDUCATION REPORT

Nayantaben Naran reported as follows:

SHREE PRETORIA HINDU SEVA SAMAJ PORTFOLIO COMMITTEE REPORT	
NAME OF PORTFOLIO: EDUCATION COMMITTEE	
REPORTING MONTH: MARCH 2023	APPROVED BUDGET: 30000
NAMES OF PORTFOLIO MEMBERS:	
NAYANTA BHEN	
RAKESH BHAI	
RAVIBHAI	
ONE YEAR PLAN (2023) / FOCUS AREAS / AIMS & OBJECTIVES	
School opened – 11 January 2023 – 23 March 2023	
12 April – 22 June	
We have 60 children.	
The following events for the balmandir over the next two terms:	
Walrus took place on 16 February – students really enjoyed the programme.	
Sports Day was held on 16 March 2023, parents were invited to attend. It was a successful, joyful event.	
SECOND TERM:	
Photos – 23 May 2023	
Excursion to Wag n Beitjie – 18 May 2023 – booked and confirmed	
Fun day – 21 June	
Teachers also had a parent meeting at the end of the term to give out reports.	
Computer classes, yoga and Monkeynastics are going well.	
GUJARATI SCHOOL	
Had a meeting with Jayshreebhen –	
Excursion to be planned for this year to a mandir – details to follow	
STILL AWAITING PLANNER FROM JAYSHREE BHEN	
Gujarati school will take part in the Hanuman chalisa recitals.	
PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH)	
Mauwnabhen and Jashmeena went for a course on Robotics. Schools are phasing in robotics as part of the curriculum. By mid-2023 we can also start to implement robotics to Grade R.	
MATTERS PENDING: Still waiting for info to get equipment – email sent	
MATTERS REQUIRING EXECUTIVE APPROVAL:	
NONE	

12. RELIGION & CULTURE REPORT

Ketanbhai Parma presented the following report:

SHREE PRETORIA HINDU SEVA SAMAJ PORTFOLIO COMMITTEE REPORT	
NAME OF PORTFOLIO: RELIGION AND CULTURAL COMMITTEE	
REPORTING MONTH: MARCH 2023	APPROVED BUDGET: 60000
NAMES OF PORTFOLIO MEMBERS:	
KETAN BHAI	
NAYANTA BHEN	
RAKESHBHAI	
ONE YEAR PLAN (2023) / FOCUS AREAS / AIMS & OBJECTIVES	
These are the following religious functions for the first six months:	
Republic day of India – 26 January	
Shivratri – 18 Feb	
Holi – 6 March	
Ram navmi – 30 March	
Hanuman Jayanti – 6 April	
Hanuman Chalisa 2023 preparations have started –	
PROGRESS REPORT (ACHIEVEMENTS FOR THIS MONTH)	
We celebrated Republic day of India.	
Shivratri celebrations was a success. We had a very good turnout.	
Shiv puja was held from the morning in the mandir . Gujarati and Navyug took part in one puja session. Shiv Sahastranaam was in the afternoon . Shiv Yagna in the evening – Many people attended. Bal Bhakte Bhajan Mandal sang bhajans and kirtans till 12am midnight.	
Shiv energy was felt through out the day. It was a spiritually charged experience.	
Holi was celebrated on the 6 th of March.	
Thank you to the navyug members who came to assist in packing the colours.	
We had a very good crowd – aprox.450 people attended . It was a colourful and joyful event. Everthing went off well.	
Ram navmi – 30 March – 12pm arti in mandir and Sunday Mandir Bhajan Mandal will do a bhajan session from 8pm to 9pm in mandir . some TUKS HSS Students will be attending.	
Hanuman Jayanti takes places on 6 April . LMBM will recite 7 hanuman chalisa.	
Hanuman chalisa – 16 April 2023	
9	
MATTERS REQUIRING EXECUTIVE APPROVAL:	
None	

13. FACILITIES & FUNERAL REPORT

Facilities report was covered under Correspondence.

14. SOCIAL SERVICES REPORT

Manishaben Lakha / Jasminben Magan Govind reported as follows:

A. Achievements for Month

- Lunch outing was planned at The Rice Bowl, Mall @ Reds.
- 29 Senior Citizens attended the event.
- Notwithstanding the poor managerial services of the restaurant, the Seniors enjoyed the food and the opportunity to socialize with friends over a meal.
- Further similar outings were requested.

B. General

- Whilst there is a well appreciated collaboration between the former organizers of the Senior Citizens meeting and the current Samaj members the Luncheon of the 26 March highlighted the need for more control measures on the overall management of events, logistics and expenditure in general.
- Rookiebhen Soma has requested a joint meeting to discuss the program for the rest of the year.

C. Upcoming Activities for Next Month

- April: still under discussion – possible movie outing Mrs Chatterjee vs Norway
- May: Audiology screening 20 May 2023, 09h00-11h00

D. Matters Pending/For Executive Approval

- None

15. NAVYUG MANDAL REPORT

Navyug Mandal are focusing efforts on the Hanuman Chalisa event.

16 GENERAL / NEW MATTERS

16.1 Crowdfunding for TDF

Rameshbhai reported that Priyamben Singh has generated a sponsorship letter to be sent to the community to have more sponsors for the TDF. It was agreed to send this out.

16.2 Shanti Bhajan Books

Members of Exco decided to give a free stall to Jagdishbhai to sell the Sunday Mandir Bhajan Group's Shanti Bhajan books during Hanuman Chalisa. 1 Table and 1 chair will be provided.

16.3 Usage of Samaj Facilities by Jain Sangh

Rameshbhai requested that the facility requested by the Jain Sangh community be approved at reduced charges. This was agreed to.

16.4 Termination of Ravi Paul's Employment.

Rameshbhai reported to Exco the difficulties he and the finance team has been experiencing with the newly appointed finance administrator. He informed members that the Finance Team had taken the decision to terminate his services with effect from 31 March 2023. In the interim, Harshadbhai will fulfil this function while the position is re-advertised.

16.6 Hanuman Chalisa

Nayantaben requested that all Exco members attend at least the last Hanuman Chalisa session.

17 NEXT MEETING

Next meeting dates: 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 9pm.

**RAMESH CHHAGAN
PRESIDENT**