



# Shree Pretoria Hindu Seva Samaj

Established in 1932

264 13th Ave  
Laudium, Pretoria 0037  
PBO Ref No: 930014581

Tel: 012 374 6354  
Email: admin@sphss108.co.za  
Website: www.sphss108.co.za

*"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 27 September 2023**

### 1. OPENING PRAYER AND WELCOME

The meeting commenced at 4:04pm with a prayer. The President welcomed all the attendees. Sanjaybhai thanked Mansukhbhai (Board of Trustees Chairperson) for his presence, who was present to address the matter of the Diwali Festival.

### 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)
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)
Head of Facilities Management	Vineet Rama (VR)
Admin Office	Rakesh Kara (RK)
Assistant Secretary	Minoti Bhatt (MB)
Health, Welfare and Gender	Manisha Lakha (ML)
Head of Special Projects	Harshad Dajee Pema (HDP)

Nipunbhai and Miheerbhai joined via WhatsApp call. Miheerbhai later joined in person.

### Apologies/Absent:

None

### 4. ANNOUNCEMENTS

None

## 5. PROPOSED AMENDMENTS TO MINUTES

None

## 6. APPROVAL OF AGENDA & MINUTES

These were approved by the EXCO Committee.

## 7. CORRESPONDENCE

	<b>INCOMING</b>
7.1.1	<p>Request for establishment of Jain idol in a classroom To establish a non-permanent structure and to revamp the classroom.</p> <p>The classroom will not be limited to one organisation. There is strictly no exclusive use of the classroom. The EXCO has decided that any upgrade to the said classroom which will be used, should be done via donating funds to the Samaj and then such funds can be used for the revamp of the classroom.</p> <p>A contract will have to be drawn up between the Samaj and the Jain Community. (SG, VR)</p>
7.1.2	<p>Ganesh Mahotsav Dharma Parishad invitation</p> <p>This was attended by Sanjaybhai and Miheerbhai.</p>
7.1.3	<p>TDF (Tshwane Diwali festival) VIP invite</p> <p>No one will attend as representatives of the Samaj. However, members can attend in their personal capacities.</p>
7.1.4	<p>Tshwane re: advertisement for maintenance of the furnaces at the Rebecca Street <b>crematorium</b>.</p> <p>A contract for the maintenance has been confirmed by Tshwane. Progress updates are being given every two weeks regarding the crematorium.</p>
7.1.5	<p>Rameshbhai Chhagan requested email addresses of all religious organisations in Pretoria.</p> <p>We cannot share this list with anyone, without the knowledge and express agreement of all the organizations on the list (As per POPIA).</p>
7.1.6	<p>Confirmation re. responses for <b>Ravi Paul</b> matter.</p> <p>Samaj lawyer has responded to Ravi Paul's lawyer. Nothing further has been heard.</p>
7.1.7	<p>Email from Jayna Patel re. power outage.</p> <p>Samaj had reported the power outage of the Samaj premises to the City Council. Members of exco had been part of group that expedited the return of power to the Samaj and surrounding neighbourhood.</p>
7.1.8	<p>Email from Jatin Naran, Vijaybhai's son whose company undertook maintenance at the Mandir premises.</p> <p>Jatinbhai advised that he will send someone to have a look at the dome after the executive complained about the workmanship.</p> <p>To date, no one has come to inspect nor undertake the repairs.</p>
7.1.9	<p>Email from Vijaybhai Naran's lawyer that Vijaybhai will not meet with the independent Quantity Surveyor who was seconded to survey the maintenance work undertaken at the Marabastad property.</p>
7.1.10	<p>Responses received for meeting relating Findings pre-June 2023.</p>
7.1.11	<p>Request by RISHI for use of Mandir on the afternoon of 22 October 2023 and another email after response from the Samaj to convey their thanks and appreciation for the use of the Mandir.</p>

	The use of the Mandir has been granted.
7.1.12	Email from Divyesh Joshi (Swami Narayan) requesting use of tables for Maha Puja  This function is a joint venture, and the use of tables will therefore be allowed.
	<b>OUTGOING</b>
7.2.1	An email was sent to all organisations informing of newly elected officials.
7.2.2	Email sent to Tshwane to book the stadium for the 4 <sup>th</sup> November for the Diwali Festival.
7.2.3	Email to Vijaybhai Naran regarding independent Quantity Surveyor. Samaj lawyer informed Vijaybhai's lawyer via email, who responded "Noted".
7.2.4	Meeting invite regarding Findings pre-June 2023.
7.2.5	Response to RISHI on confirmation to use the Mandir on 22 October 2023.

8.	MATTERS ARISING	RESPONSIBLE
8.1	<b>Marketing of Samaj Facilities</b> The costing for NPO's is to be finalised	VR
8.2	<p><b>Samaj Diwali Festival</b></p> <p>Certain community members expressed a view that the money spent on fireworks could be viewed as wasteful expenditure and that this money should rather be used for destitute families.</p> <p>The matter was canvassed between the EXCO members and trustees. Most EXCO members felt the festival should continue. It was felt that it is important that the Samaj be viewed as contributing to the holistic approach when it comes to the needs of the community - to look at the needs of the senior citizens within the Samaj, the youth within the Samaj, the needy and for creating opportunities for community members within the Samaj. Having a function of this nature brings the community together, more so, the youth within the community.</p> <p>The Diwali Festival has seen many of the youth involved in Samaj work. It is however noted that the needs and responsibility of destitute families will not be taken lightly.</p> <p>It's important to understand the concerns regarding animal safety.</p> <p>A Diwali Festival <b>Steercom</b> has been formed and a <b>Blueprint</b> developed. Vineetbhai gave feedback on the following:</p> <ul style="list-style-type: none"> <li>• An action list has been prepared.</li> <li>• Advertising on various platforms.</li> <li>• Joint Operations Committee requirements.</li> <li>• Thirty-five stalls have been catered for.</li> <li>• The stage show is set. The master of ceremony has been confirmed.</li> <li>• The raffles are to be printed. A Chartered Accounting firm to audit the draw.</li> <li>• In terms of <b>Security</b>, the South African Police, Tshwane Metro, Laudium Disaster Management (LDM) and Various security companies will be in attendance. The CPF community patrol will also be available.</li> </ul>	
8.3	<b>Summary of handover (from previous administration)</b> A document is being consolidated.	All portfolio heads
8.4	Change in evening aarti time	

	Members of the community who attend Aarti on a regular basis as well as Sunilbhai, were consulted about the time change. They would prefer that the time remain unchanged.	
8.5	New Years Program – under revision.	
8.6	Closure of office in December – still to be confirmed by EXCO	

## 9. OFFICE ADMINISTRATORS REPORT

Rakeshbhai presented the Finance and Priest Bookings.

## 10. FINANCIAL REPORT

Monthly financial report as at 31 August 2023.

<b>Income and Expenses</b>	
<b>Description</b>	<b>Amount</b>
Monthly Income	257 962
Monthly Expenses	(292 089)
<b>Monthly Surplus</b>	<b>(34 127)</b>
<b>Cash Position</b>	
Cheque Account	200 543
Fixed Deposit	10 000
Money on Call	5 437 983
Petty Cash	1 870
<b>Total</b>	<b>5 650 396</b>

Finance to arrange a meeting with Enbaya to reconcile Tshwane and tenant usage, and system training. – Rakesh to send June minutes which shows the new office bearers and the contact details.

Proof of payments of school fees have been requested from parents to be able to identify outstanding fees.

SARS – the office bearer receiving the OTP has to be changed. Sanjaybhai will attend to this issue.

18A certificate - three books have been ordered from Fine Art Printers. The proof of the certificate is being confirmed.

Harshadbhai B Pema (previous Treasurer) has expressed his willingness to sit with the current finance team to resolve any finance issues found pre-June 2023.

## 11. EDUCATION REPORT

- A budget of R12 000 is required for the robotics class.
- After a meeting with Pranaybhai it was ascertained that the school does not have to register with Department of Education, as the school is already registered with the department of Social Services.
- Retirement and succession planning for teachers needs to be considered.
- A Biometric system needs to be installed.

## 12. RELIGION & CULTURE REPORT

### **Shravan Maas**

Four bhajan groups took part in Shravan Bhajan Mela, which was successful with a very good turnout.

**Raksha Bandhan** was also celebrated in the mandir which was a success.

The fruit prasad was donated.

A **Shiv puja and Abhishek** was performed every Monday during Shravan.

108 **Shiv Sahastranaam** took place on 4 September

**Krishna Janmashtami** – A successful event was hosted and a good attendance and participation.

**Swami Anubhavanandaji**, the Happy Swami – A very good and informative talk

Nayantabhen is to send thank you letters to all the bhajan groups and donors.

### **Upcoming Events**

#### **Navratri**

It was suggested that Navratri start at 6:30pm to accommodate school children and for security and safety measures allowing adults, especially ladies to leave earlier. It was noted that the musicians are only available from 8pm onwards. It was confirmed that pooja will 6:45pm, Aarti at 7pm, followed by the Thar. Recorded music (CD's) to be used until 8pm and live singing from 8pm onward.

#### **New years' day celebration.**

Inputs still pending

#### **Calendar**

Dates to be proofread in consultation with Sunilbhai. Thereafter, be sent to the printers. Vineetbhai has approached sponsors for the calendars.

A WhatsApp has been received regarding the vastra/vagha. Sanjaybhai and Miheerbhai to meet with Sujatabhen Garach to obtain clarity regarding the vastra and vagha.

## 13. FACILITIES MANAGEMENT

- A full report was received from the Independent Quantity Surveyor (Bham Tayob Khan Matunda). The quantum of the work completed by the contractor amounted to R55 031.00. Since the contractor has been paid R148 035.00, the matter will be forwarded to the trustees to determine how this matter should be handled.
- Over R175 000 was spent on the Mandir maintenance. Although under warranty, this needs to be revisited. Vijaybhai has confirmed that a contractor will attempt to rectify the situation or as an alternative option he could provide the paint and primer and the Samaj to fix.
- The burst geyser at the tenant apartment was replaced. An insurance claim was confirmed.
- Railings at the mandir steps has been installed.

- A quotation has been received for the forty-five desks that need to be refurbished. The refurbishing of desks will be done during the school holiday.
- Sunilbhai's flat will be renovated in the next financial year.
- Crematorium:  
The Seva Samaj of Johannesburg owns the Brixton crematorium. They will be consulted to assist with determining the economic viability of a joint venture with the City of Tshwane for the Rebecca Street crematorium.
- Sanjaybhai will be in contact with a supplier in India for the Navagrah stapna murtis.
- Ahmed Dabla, (who did the draping for the hall), of Designer Weddings, has not yet returned the draping/décor material.
- Solar - awaiting a quotation. The Samaj is looking into increasing the viability of the number of panels and batteries.

#### 14. SOCIAL SERVICES REPORT

- 30 September 2023- **Maha pooja** with Swaminarayan 2pm to 5pm. Prasad will be served.
- 21<sup>st</sup> October, 3pm – 5pm: **Garba** in the hall for seniors. Snacks will be provided.
- 10 December, Outing- **Rietvlei Dam**, booked and paid for. Quotation received for bus
- Diwali Hampers – there is a need to give out hampers to needy families

#### 15. NAVYUG REPORT

- **Matla painting and colourfest** held on the 09 September 2023 was a success. All items for the event were sponsored. Thank you letters to be sent out to sponsors once approved by EXCO

##### Upcoming Events:

- **Rangoli** – 28 October 2023

A R20 entrance fee to participate was previously charged. This will be done away with. Miheerbhai to get pricing for the boards. Ideas regarding gifts for the Rangoli participants are being considered.

- **Diwali Festival** - 4 November 2023

PNM has arranged the kids and sport activities for the festival

## **16. GENERAL / NEW MATTERS**

1. Submission of the Narrative report for Balmandir & SPHSS NPO status  
The NPO status should consolidated to one status.
2. Rakeshbhai requested assistance of a finance person. Rakeshbhai to discuss with Sanjaybhai.

## **17. NEXT MEETING**

Next meeting dates: 24 October; 21 November, at 4pm.

## **18. CLOSING PRAYER**

The meeting closed with a prayer at 6:49pm

**SANJAY GOVIND**  
**PRESIDENT**

**JAYNIKSHA RAMJEE**  
**SECRETARY-GENERAL**