



# 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 February 2024**

### 1. OPENING PRAYER AND WELCOME

The meeting commenced at 4:04pm 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)
Head of Facilities Management	Vineet Rama (VR)
Head of Youth Affairs (Navyug Mandal)	Yamini Bhima (YB)
Health, Welfare and Gender	Manisha Lakha (ML)
Treasurer General	Ami Acharya (AA)
Head of Education	Miheer Joshi (MJ)

### Apologies/Absent:

Head of Special Projects	Harshad Dajee Pema (HDP)
Admin Office	Rakesh Kara (RK)

### 4. ANNOUNCEMENTS

None

### 5. PROPOSED AMENDMENTS TO MINUTES

None

### 6. APPROVAL OF AGENDA & MINUTES

Approved by Vineetbhai and seconded by Nipunbhai

## 7. CORRESPONDENCE

	<b>INCOMING</b>
7.1.1	Request from Rajput Mandal to use the dining hall for a havan. Vineetbhai had requested a letter to state that the request is from a Non-Profit Organisation. SPHSS has a policy as to the charges for Non-Profit Organisations.
<b>OUTGOING</b>	
7.2.1	None

<b>8. MATTERS ARISING</b>	<b>RESPONSIBLE</b>
8.1 <b>Costs for the funeral undertakers</b> A formal document needs to be drawn up, for the community's awareness, regarding the estimated costs for the funeral undertakers. Vineetbhai in collaboration with Bharatbhai Kooverjee to draw up this document. The funeral policy needs to be updated as well.	VR
8.2 Letter from Art of Living Foundation requesting the use of a classroom. A classroom has been made available.	

## 9. OFFICE ADMINISTRATORS REPORT

The Admin and Priest Bookings report was presented.

## 10. FINANCIAL REPORT

Monthly financial report as at 31 January 2024.

<b>Income and Expenses</b>	
<b>Description</b>	<b>Amount</b>
Monthly Income	389 257
Monthly Expenses	(225 260)
<b>Monthly surplus</b>	<b>163 997</b>
<b>Cash Position</b>	
Cheque Account	232 776
Money on Call	6 006 011
Petty Cash	0
<b>Total</b>	<b>6 238 787</b>

### Samaj Maraba Complex

#### **In progress**

Enbaya (prepaid electricity service provider): Meeting to be setup to reconcile Tshwane and tenant usage, and system training.

Meetings have been held with the tenants, to discuss rental renewals, and will continue over the coming weeks.

### Balmandir

#### **In progress**

-SARS transfer to pay PAYE & UIF, auditor advised public officer has to be updated with SARS so that access can be transferred. Sanjaybhai to assist with this matter.

## **Supplier payments**

### **In progress**

SARS transfer to pay VAT, auditor advised public officer has to be updated with SARS so that access can be transferred

## **Financial Statements**

Himalbhai reminded that the financial statements must be compiled for Audit purposes, so that the financial statements can be distributed before the Annual General Meeting as part of the notification of the AGM meeting pack.

Sanjaybhai indicated that a Contingent Liability in terms of the Vijaybhai Naran expenses as well as the Ravi Paul matter must be looked at.

## **11. EDUCATION REPORT**

**Hindi Classes:** An awards program was held at the Indian High Commission. The teachers, Avnibhen and Poorvibhen, from SPHSS Hindi Classes were awarded a great accolade.

### **Bal Mandir**

An **Occupational Therapist and Speech and Hearing Therapist**'s assistance is needed to do assessments of the children. The parents should then take the matter forward. A referral letter will be given to parents to go to a hospital.

Community members that are Occupational Therapists and Speech and Hearing Therapists or students or interns from University of Pretoria can be used to train teachers on how to spot the challenges in a child.

Advice is needed for the structure of the classrooms; the classrooms must be zoned.

A turnaround is to be put in place. The assistance of a knowledgeable person is needed. A formal meeting will be held with the person once sourced.

The teachers are to come up with ideas for **fund raising**. Fund raising has not been done for many years now.

**Aftercare** was in place, then stopped. Teachers to come up with a proposal for the aftercare. A teacher was hired initially for aftercare.

Vineetbhai to walk through classrooms to identify **repairs and maintenance**.

A quotation must be obtained for the deep clean of the artificial grass.

**Funding:** The following has been provided in terms of bursaries and loans: R130 000 on loans to four students and R20 000 bursary for one student. The students were interviewed by the Head of Education and the President.

**Gujarati school:** is for the furthering of dharma. An advert promoting the Gujarati school must be sent out.

The usage of the **printer** has to be monitored. Toshiba does the maintenance per number of copies made.

## **12. RELIGION & CULTURE REPORT**

**Bhajans by Bhavik Haria** – 2 March, 3pm in the Mandir

A poster will be sent out stating that the function is at no charge; open mandir, open seating, first come first serve basis. Sarvaday Bhajan Mandal will supply the prasad. Vineetbhai to organise the sound and feed to the Multi Media Centre.

#### **Shivratri - 8 March**

Maha prasad will be served – farari food, as most people fast on Shivratri. Bhajans will be rendered from 6pm onward by various bhajan mandals.

#### **Holi - 24 March**

The logs have been paid for. Navyug to check the colour powders.

### **13. FACILITIES MANAGEMENT**

#### **Crematorium**

During a visit to the Tshwane Council offices, Sanjaybhai and Vineetbhai tried to meet with Mr Pillay, but to no avail. The Council has informed that the crematorium will not be ready before the end of March 2024.

**Mandir project:** A notification is to be sent out to the community to get input and suggestions for the repairs of the Mandir. A community meeting will then be held in April.

**Auditorium** – Torchon waterproofing is required on the entrance slab. Ideas and quotation will be sought from service providers.

**Sunilbhai's flat** – Waterproofing is being done at the alternative accommodation. Sunilbhai will move on the 22<sup>nd</sup> February 2024. Quotations for the renovation of the flat will be obtained from contractors.

**Vacant property:** A meeting was held on the 12<sup>th</sup> and 13<sup>th</sup> February with Tshwane Council, at the site and at the Tshwane Council offices. By the 1<sup>st</sup> of March, clean-up and excavation will start and thereafter the fencing and then the parking lot will be developed. The Council was handed the water bill, which is for the Council's account.

### **14. SOCIAL SERVICES REPORT**

#### **Achievements for the Month**

First event was held on Saturday 17 February in the MMC centre- Movie shown. Gujarati wedding in Goa. There was a good turnout of new members who wished to join, as well as existing members. Members thoroughly enjoyed the movie and the socialising thereafter.

#### **General**

Membership fees to be collected at the next meeting in April. A database of members with a spreadsheet for attendance for the year must be formulated.

#### **Upcoming Activities for Next Month**

No meeting in March 2024, the Samaj is hosting a variety of other activities (Bhavik Haria, Shivratri and Holi)

April meeting to be held on 19 April 2024. A speaker has been arranged and confirmed.

May's function will take place on 25 May 2024. Venue to be confirmed. Possible picnic at UICT Farm

#### **Matters pending / for Executive Approval**

A budget of +-R3,000 is required for each function to cover the costs of catering and a small gift to the guest speaker

#### **15. NAVYUG REPORT**

108 Hanuman Chalisa recitals - 21 April 2024.

The gadda is missing from the Hanumanji murti. Jerambhai Bhana will be making a new gadda at no charge.

A quotation has been received from JYM for the sound.

The catering has been organised for 800 to 1000 persons. A cook has been booked. Tea will be supplied by Palibhen Narsai.

Donations will be opened up. Donations have already been received from the community for water, juice and fruit.

Manilalbhai will be approached for Photography.

Most Bhajan groups have confirmed their participation.

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

All information must be put on a cloud as it is SPHSS intellectual property. So, when the next official comes in the information is readily available.

A second legal opinion has been sought at no charge regarding the Ravi Paul matter.

AGM minutes and Constitution to be distributed and adopted at next meeting.

#### **17. NEXT MEETING**

Next meeting dates: 26 March, 23 April 2024, at 4pm.

#### **18. CLOSING PRAYER**

The meeting closed with a prayer at 7:22pm

**SANJAY GOVIND  
PRESIDENT**

**JAYNIKSHA RAMJEE  
SECRETARY-GENERAL**