



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 SPHSS BOARDROOM:

DATE: Tuesday 26 March 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)
General Secretary	Jayniksha Ramjee (JR)
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 Special Projects	Harshad Dajee Pema (HDP)
Admin Office	Rakesh Kara (RK)

Apologies/Absent:

Deputy President	Himal Ramjee (HR)
Assistant Secretary	Minoti Bhatt (MB)
Head of Education	Miheer Joshi (MJ)

4. ANNOUNCEMENTS

None

5. PROPOSED AMENDMENTS TO MINUTES

None

6. APPROVAL OF AGENDA & MINUTES

Approved by Amibhen and seconded by Harshadbhai

7. CORRESPONDENCE

	INCOMING
7.1.1	Request by Swami Narayan to use the classrooms The Swami Narayan utilised the classrooms
7.1.2	Invitation from The High Commissioner of India, Pretoria, for Holi Celebration This was attended by the Secretary-General.
7.1.3	Second opinion on legal matter Ajay Chhagan gave a second opinion. The Ravi Paul matter is sub judice and is being handled by the past and present Executives, Trustees and the lawyers.
7.1.4	Request from Rajput Mandal to use the dining hall for a havan. The request was approved and paid for at the Non-Profit Organisation rate.
	OUTGOING
7.2.1	Classroom bookings by groups to practice for the Hanuman Chalisa recitals Groups are already using the classrooms
7.2.2	Condolence letter to the Late Dipakbhai Makan family from the Gaushala
7.2.3	Letter of motivation for the UNESCO nomination A motivation was forwarded by Miheerbhai and Sunilbhai for UNESCO to nominate Deepavali as an intangible heritage of humanity. The motivation was completed and forwarded to Sunilbhai to forward to the respective person.

8.	MATTERS ARISING	RESPONSIBLE
8.1	Costs for the funeral undertakers Costing needs to be requested from the funeral undertakers	VR
8.2	Review changes to Constitution A meeting will be called for the review of the changes made to the constitution. The trustees, Amritabhen Raniga and a few members of the Executive should be in attendance.	
8.3	Review of AGM minutes The minutes have already been reviewed by Sanjaybhai. Further review will be done with the review of the changes to the constitution as per 8.2 above.	
8.4	Plan for Annual General Meeting (AGM) Twenty-one Calendar days' notice must be given for the AGM The suggestion given is 19 th or 26 th May. Nipunbhai to confirm the date by the next EXCO meeting. The notice should then be sent either on the 29 th April or 5 th May.	NJ

9. OFFICE ADMINISTRATORS REPORT

The Admin and Priest Bookings report was presented.

The office administrator is required to attend all religious functions.

All **videos** must be uploaded onto social media platforms one or two days after an event.

A selected number of **photos** for an event must be uploaded onto the Facebook page.

The head of the portfolio coordinating the event, should communicate on the EXEC group that photography is needed. A photographer will be hired only for specific occasions.

All **passwords** must be shared with the secretaries and another assigned executive member.

Invitations for the **High Commissioner** must be sent to the Social Secretary of the High Commissioner of India.

10. FINANCIAL REPORT

Monthly financial report as at 29 February 2024.

Income and Expenses	
Description	Amount
Monthly Income	170 815
Monthly Expenses	(222 723)
Monthly Deficit	(51 958)
Cash Position	
Cheque Account	180 819
Money on Call	6 041 026
Petty Cash	3 051
Total	6 224 896

2023 Audit

The finance team is finalising financial statements for auditors.

Samaj Maraba Complex

Completed

New leases have been signed.

In progress

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

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.

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

All **building costs** must be recorded under the construction account. – repairs and maintenance.

A **lease** must be in place for the tenants at the Laudium premises stating that the lease is free of charge. A clause must be inserted that the leased premises must be well looked after; maintenance rests with the tenant; and that the premises will be inspected from time to time. A meeting will be held with the tenant before the tenant takes occupation of the premises.

11. EDUCATION REPORT

Vineetbhai had inspected the classrooms to identify **repairs and maintenance**.

A quote for astro turf to be painted was requested. The teachers to give a plan of action. Sanjaybhai will also have a look at what needs to be done.

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

12. RELIGION & CULTURE REPORT

Bhajans by Bhavik Haria - The event was moved to the Auditorium as a large audience was expected. It was a special event that was enjoyed by all that attended and those that watched the livestream.

Shivratri - Maha prasad was served. The rendition of bhajans continued till 1:30am. Thanks to Navyug and the younger members. The vibe and experience were overwhelming and the unexpected visit from the BAPS Santo was an added blessing.

Holi – it was an awesome event. Everyone was overwhelmed by the energy, numbers and spirit and had only great things to say. Yamini and the Navyug team delivered spectacularly. Thank you to all that assisted with the Holi event.

Ram Navmi - Two groups to anchor and sing. 6 – 7:30pm with public participation.

Hanuman Jayanti - Two groups to anchor and sing. 6 – 7:30pm with public participation.

A meeting will be held with the bhajan mandals. A date of 28 April was set.

Invitations will be sent out to all organisations and the community to participate in the event.

Aarti money safe keeping - Finance to take responsibility at all religious events. All monies must be put into the money boxes. Should finance not be available, another executive member should take charge.

The **Mandir Audiovisual Facility** idea was discussed. Awaiting full proposal from Gaurangbhai Tanna. Technology is being looked into to screen the bhajans onto TV screens in the Mandir. For the youth especially, bhajans will be translated to English. Live bhajans can also be streamed on Facebook or Zoom.

A suggestion was made to call a meeting with interested parties including Samaj techs – Priteshbhai, Vimalbhai, Jayprakashbhai, Himalbhai, Vineetbhai, Miheerbhai.

13. FACILITIES MANAGEMENT

Crematorium - No further feedback from the Tshwane Council

Mandir project: A notification was distributed for approval, to be sent out to the community to get input and suggestions for the repairs of the Mandir. A community meeting will be held in April. The domes must be worked on first. The inside of the roof must be inspected as well.

Auditorium – Awaiting quotes for the torchon waterproofing for the entrance slab. This must be done before the Hanuman Chalisa recitals.

A community meeting will be held to enhance the work force for various committees and special Mandir and Auditorium renovation committee.

Sunilbhai's flat – the renovation is in progress

Vacant property - work has commenced.

Marabastad complex – A list of immediate renovations to be compiled by the 3rd April and actioned

Navgraha & Shivling Stapna - The Stapna project was discussed at length. A poster, for contributions, is to be reviewed and forwarded to the community. The deadline for contributions will be the 31st May 2024.

14. SOCIAL SERVICES REPORT

Upcoming Activities for Next Month

No meeting in March 2024, as the Samaj had hosted 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

- A few community members will be approached to take photos on a two-hour rotational basis. Rakesh to check for if there is a camera in the office cupboards.
- Two stalls have been booked for the day.
- A message for volunteers in the kitchen and for making of torans and garlands will be sent out to the community as well as ladies' groups in the next two weeks.
- A message will also be sent to the community in two weeks to make and bring refreshments for tea.
- A fund-raising committee will be setup which will consist of all the Navyug members. Community members will be approached for funding.
- The underfelt/sponge that will be laid on the floor has been sourced.

Sanjaybhai thanked Yaminibhen for the comprehensive report.

16. GENERAL / NEW MATTERS

The meeting to be held on the 14th April, for the formation of special committee, is to get input and suggestions as to how the community member can and is willing to contribute toward the functioning of the SPHSS, being building work, making garlands, cooking, assisting with technology or other expertise that may be required.

17. NEXT MEETING

Next meeting dates: 25 April, 21 May, 25 June, 23 July, 20 August, 24 September 2024, at 4pm.

18. CLOSING PRAYER

The meeting closed with a prayer at 6:40pm

**SANJAY GOVIND
PRESIDENT**

**JAYNIKSHA RAMJEE
SECRETARY-GENERAL**