



# 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 SPHSS BOARDROOM:

**DATE: Thursday 2 May 2024**

### 1. OPENING PRAYER AND WELCOME

The meeting commenced at 4:18pm with a prayer. A moments silence was observed for those that have passed on. 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 Education             | Miheer Joshi (MJ)        |
| Treasurer General             | Ami Acharya (AA)         |
| Head of Special Projects      | Harshad Dajee Pema (HDP) |
| Admin Office                  | Rakesh Kara (RK)         |

### Apologies/Absent:

|                                       |                    |
|---------------------------------------|--------------------|
| Head of Youth Affairs (Navyug Mandal) | Yamini Bhima (YB)  |
| Health, Welfare and Gender            | Manisha Lakha (ML) |

### 4. ANNOUNCEMENTS

None

### 5. PROPOSED AMENDMENTS TO MINUTES

None

### 6. APPROVAL OF AGENDA & MINUTES

Approved by Minotibhen and seconded by Nipunbhai

## 7. CORRESPONDENCE

| <b>INCOMING</b> |  |
|-----------------|--|
| 7.1.1           | The Swadhy group requested the utilisation of the cooking facilities<br>The costing has been put forward to the Swadhy group and the utilisation has been confirmed. |
| 7.1.2           | Utilisation of Auditorium by India Fair<br>Dates confirmed from 17 May to 23 June. Vineetbhai has approved this as the Auditorium is available.                      |
| <b>OUTGOING</b> |  |
| 7.2.1           | Hanuman Chalisa invite was sent to the High Commissioner of India through the High Commissioner's Social Secretary.  |

| <b>8. MATTERS ARISING</b> |  | <b>RESPONSIBLE</b> |
|---------------------------|--|--------------------|
| 8.1                       | <b>Costs for the funeral undertakers</b><br>Costing still needs to be requested from the funeral undertakers   | VR                 |
| 8.2                       | <b>Review changes to Constitution</b><br>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. The meeting to be planned for 11 May 2024.   | SG, MJ, JR         |
| 8.3                       | <b>Review of AGM minutes</b><br>Review will be done with the review of the changes to the constitution as per 8.2 above.   | SG, MJ, JR         |
| 8.4                       | <b>Plan for Annual General Meeting (AGM)</b><br>Nipunbhai confirmed the date of 26 <sup>th</sup> May. However, subject to Financial Statements being finalised by 20 <sup>th</sup> May.<br>Twenty-one Calendar days' notice must be given for the AGM. The notice should then be sent by the 5 <sup>th</sup> May.<br>Nipunbhai to confirm with Auditors when the Financial Statements will be ready.   | NJ                 |
| 8.5                       | <b>Formation of Special Committee</b><br>The public meeting was announced and held on the 14 <sup>th</sup> April. Only four community members were in attendance.<br>The following was put forward by those in attendance: <ul style="list-style-type: none"> <li>• Collaboration with Swami Narayan.<br/>The Samaj has been collaborating with Swami Narayan for quite a few functions now.</li> <li>• For the Mandir, there is a young professor at WITS University, who specializes in Hindu temple architecture. It was recommended the professor be consulted for work that needs to be done on the Mandir.</li> </ul><br>There are architects and a Quantity Surveyor that have indicated their willingness to assist with the upgrade of the Mandir and Auditorium.<br>Harshadbhai will head the Special Committee for Construction. The relevant persons will be contacted to start getting ideas. | HDP                |

## 9. OFFICE ADMINISTRATORS REPORT

The Admin and Priest Bookings report was presented.

## 10. FINANCIAL REPORT

Monthly financial report as at 31 March 2024.

| <b>Income and Expenses</b> |                  |
|----------------------------|------------------|
| <b>Description</b>         | <b>Amount</b>    |
| Monthly Income             | 627 060          |
| Monthly Expenses           | (605 177)        |
| <b>Monthly Deficit</b>     | <b>(21 883)</b>  |
| <br><b>Cash Position</b>   |                  |
| Cheque Account             | 201 632          |
| Money on Call              | 272 061          |
| Call                       | 5 055 633        |
| Petty Cash                 | 2 499            |
| <b>Total</b>               | <b>5 531 825</b> |

### **2023 Audit**

Required documents have been submitted to the auditors.

A financial report will be drafted, explaining some of the transactions.

### **Samaj Flat Repairs**

In progress

### **Samaj Maraba Complex**

#### **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

## 11. EDUCATION REPORT

A Biometric system needs to be put in place urgently for the department's timesheet requirements.

A specialist educator is needed to give guidance on the schooling. A meeting is to be set up with a few educators to get advice on the running of the Bal Mandir.

Negotiations are underway to have Gujarati school on a weekday.

Meetings will be set up with all previous students that had assistance with loans. Nipunbhai to make available the list of the students and extract statements for these students.

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

**Ram Navmi and Hanuman Jayanti** – Both events were successful

**Mandir Audiovisual Facility** - Gaurangbhai Tanna and Himalbhai have obtained quotations. Need to meet the supplier to go through the details.

## **13. FACILITIES MANAGEMENT**

**Crematorium** – there is a weekly update. However, there is no progress from Tshwane Council. It was suggested that the SPHSS, if it has the means, to take over the running of one or two of the furnaces at the crematorium.

**Sunilbhai's flat** – renovation is still in progress

**Vacant property** – getting hawkers off the property is still a challenge.

**Marabastad complex** – A list of immediate renovations has been compiled.

**Navgraha & Shivling Stapna** – The poster, for contributions, will be forwarded to the community. The deadline for contributions will be the 31 May 2024.

## **14. SOCIAL SERVICES REPORT**

The April meeting was held on 22 April 2024.

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

18th of May 2024 - **Mother's Day and Father's Day celebration**. Venue to be confirmed.

### **Activities for Following Months**

22 June 2024 - **Spirituality and Mental Health Talk**. A speaker has been arranged and confirmed. Kalpanabhen from Brahma Kumari's will also be invited to do a short **meditation** on the day. BP and Sugar testing will also be done

July 2024 - invite a guest to do simple **yoga** exercises with the seniors

24 August 2024 - trip to **Gurudwara** in Johannesburg

September 2024 - organize an **Eye Clinic**

5 October 2024 - **Navratri** Special Meeting

23 November 2024 - **year end outing** to be arranged

The Swami Narayan will be informed of future activities. Possibly to a senior citizen open day.

## **15. NAVYUG REPORT**

The Navyug had a well-run Hanuman Chalisa.

The next step is to introduce sports and/or social activities. The suggestion was that activities should be every two months.

The Swami Narayan will be informed via the notices sent out, of future activities.

All students that have been given bursaries should be invited to partake in activities/functions or contribute by way of their specialist services.

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

All outgoing correspondence must be signed by the portfolio head and be approved by the Secretariate.

A meeting must be set up with the High Commissioner's office to discuss future events/functions. Possibly with the Deputy High Commissioner and the Social Secretary of the High Commissioner of India. The High Commissioner's office to recommend a date for the meeting.

A meeting must be set up with Swami Narayan to plan for the next six months functions.

Swami Anubhavananda will be having a program on the 10<sup>th</sup> and 11<sup>th</sup> July. It was suggested that the youth be invited to attend.

## **17. NEXT MEETING**

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

## **18. CLOSING PRAYER**

The meeting closed with a prayer at 6:30pm

**SANJAY GOVIND  
PRESIDENT**

**JAYNIKSHA RAMJEE  
SECRETARY-GENERAL**