

AUM

# ***SHREE PRETORIA HINDU SEVA SAMAJ***

(Established in 1932)

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PBO Ref. No.: 930004205

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## **MINUTES OF THE SPECIAL JOINT MEETING OF THE EXECUTIVE COMMITTEE AND TRUSTEES OF THE SHREE PRETORIA HINDU SEVA SAMAJ**

Held at: The Boardroom, Shree Pretoria Hindu Seva Samaj  
Date : 31 March 2011  
Time : 7:30 pm

### **1. WELCOME AND PRAYER**

The meeting commenced at 7:30 with a prayer and welcome to all present. The Chairman explained that this was a special meeting called up specifically to deal with financial matters and issues related to the elections.

### **2. ATTENDANCE & APOLOGIES**

#### **2.1 *Apology* – Jyotibhen Joshi & Pranaybhai Devchand**

***In Attendance:*** Pankajbhai Joshi, Mahindrabhai Sita, Devidasbhai Ramjee, Prakashbhai Hira, Rameshbhai Chhagan, Jagdishbhai Makan, Kishorbhai Naran, Pravinbhai Daya and Rakeshbhai Ravjee. Mineeshabhen Chetty & Vinaybhai Chagan attended in their capacity as administrators.

The meeting was declared duly constituted by the Secretary-General as the requisite quorum as required by clause 12 of the constitution had been met by the members present.

### **3. AGENDA / MATTERS DISCUSSED**

#### **3.1 *Formal Approval of Financial Statements***

Prakashbhai led a detailed discussion of the financial statements. Some of the highlights were:

- 3.1.1 The signed Audited financial Statements for the years ending December 2009 and 2010 will be presented at the AGM. Community members would be given access to the full accounting records via the administration office should they require it or have any queries.

- 3.1.2 The 2009 Financial Statements would also be presented as these were not signed by the Auditors last year and that certain material adjustments were made to the version presented last year and the corrected version was required to be ratified by the community.
- 3.1.3 The auditor's report was read out and the reasons for disclaimers was fully outlined by the President and attention was drawn to the following
- \* For historical reasons, Opening balances could not be verified;
  - \* Certain loans given to students over the past few years for which documentation was unavailable;
  - \* Revenue (cash collections and donations) which the auditor's routinely qualify for charitable organisations;
  - \* In 2009 no documentation was provided to the Auditors for School Fees Revenue of R92 000
  - \* Certain Supporting documentation for expenses could not be presented to the Auditors as these were presumably in the possession of past officials and could not be found.
  - \* The Samaj's PBO status as a result of non-submission of financial statements over the last few years.
- 3.1.4 In brief, Prakashbhai stated that total revenue for 2010 (including interest) was R1, 402, 000, whilst total expenses were R1,1 million, giving a net surplus of R246 000. Cash in bank amounts to R3, 5 million whilst total assets were recorded at R6, 8 million
- 3.1.5 Prakashbhai also requested and was granted permission by members to appoint Mahier Tayob to conduct a forensic audit to trace supporting documents for study loans amounting to R67, 000 and other supporting documents for expenses and assets.

#### 4. **Communiqué to the Community**

Pankajbhai reported that a joint communiqué was sent to the community on Thursday 24 March 2011 in order to set the record straight after misleading and inaccurate statements were sent out in a communiqué by Anielbhai et al.

#### 5. **Postponement of AGM**

Rameshbhai informed members that he had received a request from Himalbhai Ramjee to postpone the elections. In addition, a letter was also received from an attorney representing six members of the community requesting that the elections be postponed for certain baseless reasons, failing which they would take whatever action they saw fit to protect their rights. Prakashbhai reported that he had already responded to the attorney. Trustees and executives were unanimous in their deliberations that the postponement of an AGM for the benefit of a few individuals would set a bad precedent and therefore could not be entertained.

#### 6. **Electoral Process**

Rameshbhai reported that he had met with Mahier Tayob and Mac Gani (auditors) and informed them that they had been appointed by the executive to be jointly responsible as independent electoral officers, which they had accepted. Furthermore, the proposed

electoral process had been discussed with them, a few amendments were suggested and that these revised processes had been sent to the community. Rameshbhai also informed members that Anielbhai had subsequently written to him on 3 April in which he laid a "formal complaint of misconduct on the part of the secretariat for bringing disrepute to the Samaj for chopping and changing electoral procedures at will".

Members felt Anielbhai should lay a formal charge to the Chairman of the Board of Trustees as required by the constitution, should he so desire. The joint meeting of Trustees and Executive Committee approved the electoral process.

## 7. General

- 7.1 Prakashbhai requested and was granted approval for the writing off of small assets amounting to R11, 565 as the amount was made up of small amounts.
- 7.2 Mahindrabhai requested that teachers employed on a casual basis should be given fixed-term contracts as well. This was agreed to.
- 7.3 Prof. Pankajbhai Joshi formally announced that he would not be available for re-election as he wished to devote his energies to spiritual work which had suffered over the last two years. On behalf of the executive and trustees, Prakashbhai thanked Pankajbhai for the invaluable service he had rendered to the community as Chairman of Trustees. He also thanked Pankajbhai for agreeing to play an advisory role to the new members whenever called upon to do so



**RAMESHBHAI CHHAGAN**

**SECRETARY GENERAL: SPHSS**