



SHREE PRETORIA HINDU SEVA SAMAJ

MINUTES OF MEETING OF TRUSTEES OF THE SHREE PRETORIA HINDU SEVA SAMAJ HELD ON MONDAY 7 FEBRUARY AT THE SEVA SAMAJ BOARDROOM

1. PRAYER & WELCOME

The meeting commenced with a prayer at 7:40pm. The Chairman, Prof. Pankajbhai Joshi, welcomed all present.

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

2. ATTENDANCE & APOLOGIES

In Attendance:

Pankajbhai Joshi; Mahindrabhai Sita; Devidasbhai Ramjee, Rameshbhai Chhagan; Prakashbhai Hira and Pravinbhai Daya

Apologies:

None

Absent without Apology:

Amarlalbhai Soma

3. APPROVAL OF AGENDA & MINUTES

The proposed agenda as well as the minutes of the previous meeting held in September 2010 was approved, without amendments, on the motion of Pravinbhai Daya and seconded by Devidasbhai Ramjee.

4. MATTERS ARISING

4.1 ***PBO Status***

Prakashbhai reported that his investigation had revealed that the Samaj does not currently enjoy the status of a Public Benefit Organisation (PBO) with SARS. He informed members that as soon as the current financials had been audited in March, he would make a formal application to SARS to grant the Samaj PBO status.

4.2 ***Progress on Land Allocated to Samaj***

Rameshbhai reported that he had been informed by the administrator and our liaison person with the City Council, Vinaybhai Chagan, that the last outstanding

erf that make up the Samaj Marabastad Centre has been transferred to the Samaj. The transfer of the other stands in Lorentz Street is still being processed.

4.3 ***Appointment of Independent Commission of Enquiry***

Pankajbhai reported on the various factors that led to the delay in the disciplinary hearing taking place which ranged from the non-availability of Anielbhai and his lawyer to the falling ill of the attorney appointed to proceed with charges. Pankajbhai reported that dates have been set and the matter is now with the respective lawyers.

4.4 ***Appointment of 3rd Signatory***

Rameshbhai reported that this matter has been put in abeyance as a result of the coming elections.

5. **CORRESPONDENCE**

- 5.1 A letter was sent by the President to the Chairman of Trustees in which he expressed his dissatisfaction at the manner in which Amaralalbai involved himself in the "inspection of records" meeting that took place on 21 December 2010. While he felt that the trustee concerned should have accorded him the courtesy of formally requesting to be present, he was more so aggrieved by the non-supportive and antagonistic stance taken by Amaralalbai throughout the meeting, which he felt was unprofessional and cast a negative image of the Samaj to the non-officials present. In his reply, which he forwarded to all trustees, Amaralalbai contended that he was representing the trustees at the meeting and in his opinion his behaviour was not unbecoming. It was pointed out by the trustees that no representative had at any stage been appointed by them to attend the said meeting on their behalf.

After some discussion, members agreed that it would be advisable for an engagement protocol to be drawn up that would provide guidance on how trustees could involve themselves in matters being dealt with by the executive committee.

- 5.2 A letter dated 7 December but sent by email on 20 December to only three trustees, namely Pankajbhai, Mahindrabhai and Devidasbhai by Amaralalbai Soma, was tabled by the Chairman. In his letter Amaralalbai accused the trustees of negligence in fulfilling their duties as per clause 7 of the constitution. In particular, he claimed he was not consulted on all important decisions, meetings were not being held regularly, financials were not being circulated, and that procedures and protocols were being violated. As a consequence of the above, he stated that he "discharges" his obligations and responsibilities to the Samaj.

In his response, Pankajbhai refuted these allegations but made an impassioned plea to Amaralalbai to work in harmony with the rest of the Trustees and to accept consensus decision making. He emphasised the important custodial and bridge-making role that trustees have, the need for them to rise above family or personal interests and reiterated that with his vast knowledge and experience in community affairs, Amaralalbai was in a position to contribute significantly to the affairs of the Samaj. In conclusion, Pankajbhai invited Amaralalbai to meet with him, and other trustees, for further discussions. No response to this mail has been received.

5. **FINANCIAL REPORT**

Prakashbhai reported that as a result of the non-preparation of financial records by the Finance Committee members, he had taken the decision last year to appoint NED Consulting to assist him with the finalisation of the Samaj books and records. He further reported that, except for the reconciliation of ABSA Bank statements, the records of the Samaj have now been completed up to December 2010. In addition, he has made arrangements with PWC for the records and financial books to be audited within the first two weeks of March. These will be presented to the Trustees at the next meeting for ratification and signing before being presented to the community at the AGM in April.

6. **QUARTERLY SECRETARIAL REPORT**

Rameshbhai presented his quarterly secretarial report for the period October 2010 to January 2011. His report highlighted the activities of the various Portfolio Committees during this period. Of special mention was the successful launch of the Samaj website in December 2010. Our administrator, Mineeshabhen, has been requested to manage the site from now onwards.

7. **GENERAL**

7.1 ***Forensic Report***

The President reported that he and the Chairman had met with Mahier Tayob to discuss the forensic audit findings and that he now had a draft in his possession. This was read out to members. It was unanimously agreed to formally accept the forensic report, subject to Tayfin correcting a few minor errors. It was further decided that, once finalised, the report will be sent to the community together with the notice of meeting of the AGM.

8. **NEXT MEETING**

It was agreed that the next trustee meeting will be held on Wednesday 23 March 2011.

8. **CONCLUSION**

With no further business, the meeting concluded with a prayer at 9:50pm



**RAMESHBHAI CHHAGAN
SECRETARY GENERAL**