

# Pathways AGM

(held on the 17<sup>th</sup> March 2018)

## Welcome

- Danita welcomed all

## Members present/ apologies and declaration of quorum

- The register was signed by all and were counted. There were less than half of the parents present, thus we do not have a quorum to vote on any decisions that required voting. The program continued but decisions were not made.

## Matters arising from previous minutes

- There were no matters arising.

## Chairperson's report (Strategic)

- Shainne presented the business model that has resulted in the financial success of Pathways.

## Treasures report (combined with Chairperson's report)

- Shainne indicated that the audited financial statements are uploaded onto our website and to refer any questions to Estelle our treasurer.
- Shainne briefly gave an overview of our financial status and the parents were satisfied and applauded the management team for their efforts to run Pathways.

## Questions

- There were questions regarding the budget and how funds are spent. Shainne explained the financial policy with regard to the approval and releasing of funds. He also reiterated that he does not release funds and also does not have access to banking, but merely approves the first tear in the process to ensure practicality, affordability and cash flow at the given time.
- Either Robbert a co-opted member from AFRIT or Carolien from Club21 is authorized to give final go ahead to release funds. These measures were instituted to ensure transparency.
- We have around R600,000 in a high interest-bearing account and avoid using these funds at all cost. We also earned more than R30,000 in interest last year. Shainne also answered questions on how the growth in cash was achieved.
- Pathways have only in recent years applied inflationary fee increases which has contributed to our cash positive situation.
- The request was to raise fees by 5% and also to give staff increases of 5%, as this was the basis of the budget presented.
- When procuring services or goods we get more than one quote where practically possible.
- Shainne suggested that we need to apply for government grants and Lotto. The suggestion was welcomed and uncontested.
- There were questions relating to the profitability of the market held in December and was explained. The profit was up substantially from the previous year's loss and

made a small profit but not as much as we had hoped. There are no guarantees when it comes to fund raising. Shainne said that all the income and expense accounts from the market was available upon request from Estelle.

- There were discussions around the cancellation of tennis and it was explained that the studio isn't profitable and there is only a hand full of children benefitting. Shainne explained, Danita had indicated that we already cater for this therapy with our gross motor skills program.
- Last year we spent around R260,000 on upgrading the facility in order to accommodate the studio as they were renting on a different site. This saving has also contributed positively to our cash flow. If things go well we'll probably complete the last phase of revamping the main building and will cost roughly another R260,000.
- Shainne has asked AFRIT to possibly fix the pool and lapa.
- Tony asked why we are spending money on a property we don't own, and Shainne explained that we need to commit the same way AFRIT have in giving us the use of the property and Pathways have a long term lease agreement in place. We cannot continue without maintaining and upgrading the facility.
- Laura feels that the fees were too high, and Shainne disagreed as we offered a superior program and our rates are competitive.
- Shainne said that we also have embarked on a restructuring exercise as we have lost children and ratios need to be maintained in order to remain cash positive. The projected loss if we don't act will be around (R19,000) per month.
- Shirea discussed the vocational program where all can work as it has huge therapeutic value. We need a proper therapeutic facility to develop skills, conduct training and generate income for the young adults.
- Danita said she would like to see an upgrade of all facilities so that we can run a state of the art program.

#### **Application for changes to the constitution**

- No Quorum

#### **Retirement of office bearers and nomination of new candidates**

- Jan said he will still be administering our website but would not be available for nomination.
- Shainne said that he would also not be available for another term. The parents displayed their satisfaction with the way in which he has run the school together with his team and pleaded for him stay on. There were no parents that contested this. Shainne agreed, but also would be subject to a vote when we have a quorum.
- Shainne said that the school cannot be without a management committee and the current management team needed to continue until we can elect a new team.
- Letitia suggested that we do an "electronic vote" as we do not have a quorum and was supported by all.
- We may have a maximum of 9 and a minimum of 5 members according to our constitution.
- The following parents availed themselves for nomination as office bearers but is subject to an E-vote.

- Erick Daniel (Subject to Shainne Staying on)
  - Belinda Haskins
  - Hennie Bekker
  - Ghia Smith
  - Gideon Van Der Linde
  - Simon Brown
  - Maria de Oliveira
  - Linda Bates
  - Donald Mabundu
- Shainne said that he would prefer that future management meetings be held in the morning rather than late evenings.

**Nominate and appointment of accounting officer**

- The current auditors will continue as we do not have a quorum to vote otherwise.

**General**

- Shainne said it was decided at several management meetings that drivers need to vacate the premises once children were dropped at school. This is standard practice in all schools and does not apply to parents and family members but arrangements needed to be made as is with all schools.
- Shainne said it remains a risk and we can't have grown men sitting in their vehicles under trees during school hours. We do not have sufficient toilet facilities and the nearest public ablutions are only a few kms away and they should park there if nothing else to do.

Thank You.

Management of Pathways Pta.