



MINUTES OF THE MEETING OF THE GLOBAL OGB ASSOCIATION (GO)

Management Team (GO Team)

Held on Saturday 23rd. February, 2019 at 1.30 pm (IST)

PRESENT : Management GO Team

Kenny Hammond - Chairman	- Scotland	- 9.00 am
Sushil Marda - Treasurer	- Kalimpong	- 2.30 pm
Anirban Bhattacharyya - Member	- Mumbai, India	- 2.30 pm
Alfred Khan - Member	- Kolkota, India	- 2.30 pm
Thuten Kesang - GO Patron/Member	- New Zealand	- 10.00 pm
George Borthwick - Member	- New Zealand	- 10.00 pm
Dawn Van Steensel – Minute Secretary	- Australia	- 8.00 pm
Desmond Meyers – By invitation	- Goa, India	- 2.30 pm

APOLOGIES

Received:

A quorum was present, and the meeting commenced at 2.30 pm IST.

Ken advised that he had invited Vanda Campbell to attend but she sent her apologies.

Minutes of Previous Meeting

The GO Management Team noted the Minutes of 13 October 2018 and 24 November 2018 and confirmed them as a true and accurate record.

Matters Arising

The Committee reviewed the Matters Arising report.

The Committee noted that, with the exception of the 2020 Project, all other matters have now been finalized or removed from GO's agenda.

ITEM NO. 4.0 GO PROJECTS/SUPPORT UPDATES

Item No. 4.1 COTTAGE RENOVATIONS PHASE 2 PROJECT

Sushil updated on progress with the **Phase 2 Project**. Most of the identified repairs have been completed.

Phase 2 – Assam – Wiston – Bene – Thorburn

Outstanding tasks remaining:

1. **Guttering** – on all the Cottages remain outstanding. Sushil advised that as part of the Vanda Team Project (VTP) the Workshop employees were asked to



assist with fixing the guttering on MacGregor. It was noted that, under supervision by the VTP, the work was satisfactorily completed.

2. Kolkata wooden floorboards awaiting replacement with tiles.

ACTION

It was recommended that:

- for all the rest of the Cottages the Workshop employees be offered an incentive to assist with replacing the guttering
 - the job be supervised by a GO representative or a person seconded by GO
 - Noted that the funds for the guttering has accrued from the Phase 1 project (approx. Rs2,00,000 lacs)
 - Guttering will be sourced and supplied by GO (Sushil)
3. **Calcutta Cottage** – (Phase 1 Project) Sushil reported that the timber flooring in the Dressing Room is not able to be salvaged and it was recommended that a more long-term option would be to remove the timber flooring and replace it with concrete and floor tiles. Funds are still available from the Phase 2 Project budget to complete this job.
 4. **Water Purifiers:** As previously advised only 10 purifiers have been installed. The remaining 5 have still not been installed by Ganga Raj Tamang (GRT) and the Workshop/ Maintenance people.
 5. **Inverters:** 4 still to be installed by the Workshop Technicians. Awaiting confirmation from GRT.

Maintenance – Inverters/Water Purifier

Sushil advised that he has had discussions with Neil Monterio (new Principal) re. being proactive about keeping equipment maintained and serviced on a regular basis. Noted that if this equipment is not cared for and service maintained, the equipment would become neglected and ruined.

Noted - The contact details for the Service Providers have, previously, been provided to the respective Staff Member in each cottage. It was further noted that the initial warranty on the equipment was due to expire soon.

ACTION

When Sushil met with Neil during the Winter break it was recommended to Neil that he and Russell Framjee (in charge of the Cottages) discuss with the Houseparents' the importance of following-up on maintenance and being proactive in maintaining the hygienic standards of the cottages.

Phase 2 – Cost

Sushil updated on the financial for the Phase 2 Project:

	INR ₹	INR ₹
Deposited with Homes Funds		16,0 lacs
Costs to date for Phase 2	12,5 lacs	
Balance		3,5 lacs
Accrued funds for Guttering		1,5 lacs



Balance 2,0 lacs

Balance Available 2,0 lacs

ACTION **Sushil was requested to go ahead with the replacement of the Calcutta Cottage Dressing Room Floor. GO authorized the balance Rs.2,00,000 for this work.**

This job and the outstanding guttering would be the final work from Phase 2 projects.

Ken recommended that the Phase 2 Projects be finalized and before any renovation of Cottages under the 2020 programme kicks off.

NOTE – as part of Phase 1 and Phase 2 Projects the following 9 Cottages have now been repaired during the Winter holidays of 2017-18 and 2018-2019:

Cottage Renovations Project Phase 1 & 2: Birissa, Bene, old Thorburn, Assam, Calcutta, Bene, Wiston –

DGH Workshop: Macgregor, Wales Lodge.

ACTION

- **Sushil undertook to contact solar panel service providers in Siliguri to get a quote for continuing maintenance and repair of the solar panels installed in DGH.**

Item No. 4.2 YEAR OF THE OGBS 2020

George updated on the meeting of the Sub-Committee held on 9 February 2019. GO recognized that there was only one Winter before the project due date of September 2020.

- To advance the progress of the work – it was proposed that work be done in intervals during the May and October school holidays too.
- To allow for work to continue unhindered - It was proposed that once the cottages have been identified, that GO approach the DGH Management to relocate the children from these specific Cottages, to fill up other occupied Cottages, while work is being carried out to their Cottages.
- Only repair the Cottages that are currently being occupied. Do not do Cottages that have long been vacant e.g. Laidlaw, Fraser, Willingdon

The following immediate next steps were identified:

- a) Lift the promotional aspect of the 2020 Project. Use photographs from these Cottages to draw attention that donated funds have been utilized properly. Use social media – website – direct emails - Facebook
- b) The project continues to progress during the School Term.
- c) Get list of occupied Cottages from Neil Monteiro.
- d) Scope out the work that needs to be carried out – agree with the Homes Administration.
- e) Prepare timetable for each Cottage
- f) Identify and invite OGBs willing to take the lead role for each project. This would assist Sushil.



- g) Call for volunteers to assist in each project.
- h) Accommodation for the volunteers will be free-of-charge
- i) All volunteers to be charged a nominal amount per day to cover the cost of meals.
- j) Alfie advised that he would not be available during May 2019 to assist in the Project.

Donations to the 2020 Programme (cumulative equivalents in currencies).

Movement:	INR ₹	£ GBP	\$ NZ
Donations to 31/12/18	2.75	3.10	5.90
Donations to 23/02/19	9.94	10.71	20.66
Increase	7.19	7.61	14.76

The GO Management Team expressed their gratitude and thanks to all those who have donated to the 2020 programme.

Yule House

Ken advised that BOM Chairperson Dr Gillian Hart will consider GO's request for the use of Yule House as an OGB work station (accommodation / equipment storage), during the periods that a GO project is occurring.

Noted that Yule House may need to be added to the "projects list" and renovated first to allow for it to be live-able for the Project Volunteers.

Action :

- a) **The Sub-Committee to identify programme scope and timelines to execute improvement programme.**
- b) **The Sub-Committee to identify fund raising ideas and events and encourage OGBs and groups to run events to raise funds.**
- c) **The Sub-Committee with GO Management to identify a process for the collection and retention of funds and acknowledging receipt.**
- d) **The Sub-Committee to develop a process for liaison between Sub-Committee and the Homes Management including BOM (if appropriate) so any duplications in effort/message can be avoided.**
- e) **Ken to confirm use of Yule House with BOM Chairperson Dr Gillian Hart**

Item No. 4.3 DGH Volunteer Workshop, Jan. 2019 – Workshop led by Vanda Campbell (nee Goodwin).

Vanda was unavailable to attend the meeting, but she provided a comprehensive report on the initial scope of the project work and the work that was completed on time and within budget. The Project Team worked in MacGregor and Wales Lodge.

The report highlighted a number of additional jobs that were identified, outside the scope of works, that require repair and replacement.

Alfred advised that approximately 40 volunteers were available during the period of work. Everyone stayed together in Murray Cottage.

Noted the work was undertaken from funds received from OGBs directly by the Project Team. Vanda's report included the costs incurred for both the projects.



ACTION

- **Ken was requested to pass on the results of the Project Work report to the Chair BOM and to highlight the need for continuing maintenance and repair of the infrastructure.**
- **The Meeting expressed thanks to Vanda and her DGH Volunteer Workshop group for their dedication and commitment to improving conditions for children at the Homes.**
- **Ken to pass on the thanks and appreciation to Vanda and all who were involved in the Winter 2019 Project.**
- **Information on the Project, Cost and a special “thank you’ would be loaded on the GO Website**

ITEM NO. 5.0 GO Treasury/Financials

During the period 8/11/18 – 23/02/19 the following movement in GO funds was recorded:

	GBP £	INR ₹	NZ\$
Donations received:	2,987	1,35,000	600
Expenditure: McCabe Trust		3,00,000	
Phase 2 Cottage Renovations		3,00,000	

Financial Summary as at 23/02/18

1. UK GO Bank Account (Ken Hammond)

Bank Balance at 23/02/19	GBP£ 10,105
Restricted Funds: <i>GO School Leaver Loan Scheme</i>	GBP£ 2,000
<i>GO 2020 Programme Donations</i>	GBP£ 6,635
GO Funds available at 23/02/19	GBP£ 1,470

2. New Zealand Account (Thuten Kesang)

Bank Balance at 23/02/19	NZL\$ 1,350
Restricted Funds: <i>GO School Leaver Loan Scheme</i>	NZL\$ 1,350
GO Funds available at 23/02/19	NZL\$ 0

3. India Account (Sushil Marda/DGH/Alfred/Kolkata) *

Bank Balance / Cash in Hand 23/02/19)	INR 10,09,529
Restricted Funds: <i>GO School Leaver Loan Scheme</i>	INR 2,46,800
Less Accruals/Provisions:	
- McCabe Trust	INR 93,000
- Phase 2 Cottage Renovations	INR 2,76,200
GO Funds available at 23/02/19	INR 3,93,529

Action

Both Alfie and Sushil were asked to confirm the INR ₹ numbers (sec 3) shared in the financial summary as Ken had used estimates.

ITEM NO.6.0 GO – Vacancy on Committee

WEF 1/3/19, Ken would officially step down as the Chair of GO and retire from the GO Management Team.

Nominations for the position of Chair and Deputy Chair were received during January 2019. Anibhan and Alfie were nominated for the position of Chair and Deputy Chair respectively.



Anirban and Alfie – accepted their nominations.

Ken undertook to do a handover of responsibilities to Anirban and Alfie by early March 2019.

Resolved that the positions be considered filled

GO Management Committee – roles

Ken advised that as per the Committee's constitution there were 3 vacancies on the Management Committee. The Committee noted that Ken had invited the following to join the GO Management Team and both had accepted the invitation.

- Vanda Campbell (Goodwin) - UK
- Tenzing Norsang - USA

The Committee resolved that both were suitable candidates and confirmed their membership of the Committee.

Action Ken to send a letter of confirmation and welcome to both Vanda and Tenzing.

The Committee was advised that Pauline Sapphire Singh (nee Brooks) had shown a desire to join the GO Committee and was nominated by Dawn. The nomination was supported by Sushil and Alfie.

Action Ken was asked to contact Pauline and invite her to join the GO Management Team

GO Members from Kalimpong & Sikkim

In an endeavor to strengthen the GO Committee and build on local representation – it was further recommended that when Anirban assumes the Chair of GO, that he contacts both Sharon Foning (Kalimpong) and Shiva Rai (Sikkim) and formally invite them to join the GO Management Team.

Action Anirban to write to Sharon and Shiva in due course.

ITEM NO.7.0 HOMES/BOM/OGBs MATTERS

Ken advised that Gillian Hart (Chair BOM) had advised that she would be visiting DGH between 30 March and 3 April 2019. Gillian has agreed to meet with GO representatives during this period.

It was recommended that Ken contact her to firm the date she would be available to meet with the GO representatives and to advise Sushil and Anirban so that they are able to make arrangements to be available.

It was further proposed that the Chair and the GO Rep. escort Gillian to the cottages where work has been recently been completed and also to inspect the other cottages to see for herself, the poor condition of the housekeeping and maintenance work.

- Anirban - available to travel to DGH and be available on 2 & 3 April 2019



- Sushil – available to spend one day during that period
- Recommended that Sharon Foning be invited to attend this meeting and inspection

Action Ken to contact Gillian to get clarity on here visit to DGH and availability to meet the GO Team

ITEM NO.8 GENERAL BUSINESS

Ken updated the meeting on other general business:

- ✓ The Irish Committee has donated Euro 50,000 towards the renovation of the Kindergarten.
- ✓ Mr Neil Monteiro and Mr Praveen Pradhan will become the new Principal and headmaster respectively following the departure of Mr. Ganga Raj Tamang wef 1/4/19.
- ✓ The BOM has intervened and the “prison” development Plan by the Government has been delayed. The Government is looking at an alternative site.
- ✓ Margaretta Purtill will be taking over as the Chair of the UK Committee in May 2019
- ✓ The Homes May Fair is scheduled for 11 May 2019
- ✓ The annual Memorial Service is scheduled for 12 May 2019 – where some ashes of Mr. B.T. Brooks will be preserved in the Memorial Garden.
- ✓ Work has finally commenced on the Chapel
- ✓ The meeting noted the email report from Desmond and Ken undertook to raise some of the issues with Gillian at his telephone conference in February 2019.
- ✓ Noted

NEXT MEETING

GO Management Team: 20 April 2019

There being no further matters, the meeting closed at 5.45 pm IST