



# THE GLOBAL OGB ASSOCIATION (GO)

Held on Sunday, 5<sup>th</sup> May 2024, at 5.00 pm IST

## Virtual Meeting held via Zoom

### PRESENT:

Anirban Bhattacharyya	Chair/NGO Trustee	Mumbai – India	5.00 pm
Alfred Khan	Treasurer/NGO Trustee	Siliguri – India	5.00 pm
Pauline Singh	Member/NGO Trustee	Kalimpong - India	5.00 pm
Babita Chakraborty	Member/NGO Trustee	Mumbai - India	5.00 pm
Sushil Marda	Member	Siliguri - India	5.00 pm
Nannette Gomez	Member	Kolkata - India	5.00 pm
Bernard Trench Lyngdoh	Member	Shillong - India	5.00 pm
Jigme Tshering	Member	Kalimpong - India	5.00 pm
Tenzing Norzang	Member	Minnesota – USA	6.30 am
Arijit Mallick	Member	Sydney - Australia	3.00 pm
Dawn Van Steensel	Secretary	Sydney – Australia	3.00 pm

### Apologies Received:

Garth Mitchell                      Member

### Induction Meeting:

4.30 pm IST: Prior to the start of the GO Meeting, there was a formal induction to welcome and introduce Jigme Tshering. To ensure a seamless transition, Jigme was given a copy of the governance policies and provided with a detailed explanation of the expectations for GO Committee members.

5.00 pm IST:     The May 2024 GO Meeting reconvened.

Noted 4 of 4 GO NGO Trustees were present.

Anirban officially welcomed Jigme to his first GO Meeting, recognising the help Jigme has provided GO, in the past and expressing appreciation for his decision to formally join the GO Committee.

Anirban also took a moment to remember George Borthwick, who passed away on 7 March 2024. George was known as a true gentleman, with a deep commitment to Dr.Graham’s Homes and the work of the GO Committee. His insight and contributions to the Committee were invaluable, and he will be missed.

### ITEM 1: Minutes

The GO Management Team noted and received the **Minutes of the Committee** meeting held on 9 February 2024. The minutes were previously circulated in November 2023 and approved.

**ACTION**                      *Noted that the Minutes are available on the GO Website*



**ITEM 2:** The **MATTERS ARISING** from Previous Meeting report was tabled at this meeting.

Issues were updated as completed and removed; WIP; and others still on hold.

### **12A Registration – Status**

On 1 April 1, 2024, we received advice from the Tax Office in New Delhi, that GO's application for a permanent 12A Registration had been declined, citing the Application papers were not submitted on time and the GO NGO does not qualify as a public charity.

A rectification application was promptly filed on April 8, 2024. This application reiterated that the original submission was timely and provided further evidence to establish GO NGO as a public charity.

If GO is unsuccessful in obtaining the 12A Registration, the following outcomes could occur:

- **Retrospective rejection:** There may be a requirement to pay taxes on all income earned over the last three years.
- **Prospective consideration:** If the ruling only affects future earnings, taxes will need to be paid on any funds received after April 2024.
- The current tax rate in India, regardless of organization status, stands at 30%. Therefore, this tax payment would be mandatory on all funds received.

Currently, we are awaiting a decision from the Tax Office. However, in the interim, the Chartered Accountant in New Delhi strongly advises against accepting any new funds into the GO account until this case is resolved.

**RESOLUTION** *Until future notice. No new funds to be received into the GO SBI Account*

### **ITEM 3A SCHOLARSHIP PROGRAM – PROPOSAL**

Based on feedback received and deep dive discussions, the Committee has resolved that GO's next substantial project would focus on increasing the Boarder population (both for private full fee and supported children) in the School from within the sub-continent from.

A Scholarship Fee Structure was tabled for discussion. This fee structure would ensure long-term stability for this program. The high-level format for the program was agreed to by the GO Committee, subject to the following conditions:

#### **In collaboration with the Board of Management:**

- a. Promote and raise awareness through social media, the DGH and GO websites, and direct marketing to corporations in India.
- b. The Scholarship Program, which will offer two options:
  - **One-to-One Sponsorship:** A child-to-sponsor program, targeting corporations in India.
  - **One-to-Group Sponsorship:** A child-to-collective group of donors' program, targeting OGBs, friends, and families.
- c. Developing a Scholarship Policy outlining all the procedures, fee structure, terms, and conditions to safeguard and guide this program.
- d. Scholarship Fee Structure - GO to present a long-term sustainable fee structure for children enrolled in the School under the Scholarship Program. Recommend that a portion of the annual School Fees will be allocated towards building equity to ensure the sustainability of this Program.
- e. Equity Fund for Scholarship – GO and DGH will share responsibility for managing this fund.
- f. Procedures and Process - Collaborating with DGH Management establish policies and procedures that ensure a robust relationship between the child and the sponsor and the School. The School Management will have full responsibility for managing the relationship with the child and the sponsor.



- g. Ongoing Relationship - The School Management will be responsible for the long-term administration and operation of the Scholarship Program. Apart from overseeing the proposed equity fund management, GO will have minimum or no involvement.
- h. **80G Registration for DGH:** to approach the Board and the School Management to proactively pursue obtaining the 80G Registration from the Tax Department

To ensure a successful launch of the Child Scholarship program by 23 September 2024, the following actions must be prioritized immediately, regardless of the specific structure the program takes:

### **ACTION**

- Arijit/Dawn
- Present the Scholarship Fee Structure recommendation to the JIRC on 7 May 2024 and get, in principle agreement by the Board
- Anirban
- Submit the final Proposal to the Board by 17 May 2024
  - Request the School follow-up on their 80G Registration
- Anirban/Tenzing
- Prepare promotion brochure; DM letter. Board to be involved in the promotion campaign
- Dawn/Arijit
- Prepare Scholarship Policy in collaboration with the JIRC and the BOM (Pauline)
- Pauline/Dawn
- Prepare procedures and processes, provide guidance to the Sponsorship Office
- All GO Members
- Start collecting details of potential Corporate businesses (big & small) in India to approach. Obtain Name of principal contact/ address/ email etc.

### **ITEM 4 : 10<sup>th</sup> ANNIVERSARY – EVENT**

The Committee agreed on the following format to commemorate GO's milestone:

**Date :** 23 September 2024

**Time :** 4.00 pm tentative

**Venue:** TBA

**Format :** Two functions. First GO general meeting following by an informal social gathering.

**Cost :** The social gathering will be ticket entry. Ticket to cover the cost of hosting the event.

### **ACTION**

- Anirban :
- To advise the Board, DGH Management immediately.
  - Advise the 2 DGH Association in Kalimpong of the date and proposed format.
- Tenzing/Arijit
- Begin early promotion by launching event marketing -
  - Continuous promotion thereafter
- Pauline/Jigme
- To source availability of suitable venues and charges. 1 room for a formal theatre style seating meeting and 2<sup>nd</sup> room for a banquet style seating dinner/meal.
- Anirban/Tenzing/  
Arijit/Pauline
- To finalise the programme for the General Meeting -
- Anirban :
- To co-ordinate and confirm the variety hour with himself and other OGBs -
- Dawn :
- To formally invite past GO Committee members to the meeting –
- Pauline/Jigme/  
Sushil/Alfie
- Organise and coordinate event logistics at the ground level in Kalimpong

### **ITEM 5 : TOWN HALL Meeting – 21<sup>st</sup> May 2024**

The Town Hall scheduled for 21st May 2024, to follow similar format as per previously held on 21 February 2024. Tentative agenda issues:

- Advise re. 10<sup>th</sup> Anniversary event and GO Projects update



- Invite special Guest Speaker.
- Advance Q&A to be received for the Board and/or GO to respond.
- Invite Board Members to address questions from the attendees, which were not submitted in advance.

**ACTION :**

*Tenzing/Arijit To facilitate the meeting*

## **ITEM 6 : COMMITTEE GOVERNANCE ISSUES**

### **a. Succession Plan**

The Committee has resolved to establish a formal succession plan for key Committee positions.

After reviewing the current approach to appointing members, they agreed to implement a policy introducing a rotation system for pivotal roles such as Chair, Secretary, Treasurer, and GO Representative on the Board. This policy will cap each role at a maximum of two consecutive terms.

However, it will not prohibit a member from assuming a different key role on the Executive Committee or from returning to a previous role after completing their term.

This rotation system is intended to bring in fresh perspectives, prevent burnout, and encourage cross-training and knowledge-sharing among Committee members.

The Succession Plan will be designed to align with the annual election process and come into effect from September 2024.

**ACTION :** *Dawn - To draft out a suitable Succession Policy for review by August 2024.*

### **b. GO Committee Election – 2024**

It was proposed and agreed that the 2024 GO Election be brought forward by a month to September 2024. This would enable the Committee to be appointed at the 23 September 2024 GO Meeting.

The follow Members term end in 2024:

- Anirban Bhattacharyya
- Alfie Khan
- Nannette Gomez
- Sushil Marda

As per the GO Constitution they are all eligible to renominate and be re-elected.

The Members have advised that if they are re-nominated and elected to fill a vacancy, they will continue to serve on the Committee.

**Addendum:** Following the meeting, it was recommended by Tenzing that the Nomination Notice clearly detail the specific skills required on the current GO Committee and seek to fill that gap with a suitable person.

**ACTION**

- *Call for Expressions of Interest in early June and close 31 July 2024*
- *Nomination Notice to be issued as recommended above.*



**c. GO Chair – Stepping down.**

At the meeting Anirban advised that due to heavy workload he has been unable to fully commit to his role as the GO Chair, in recent months.

- As a result, he stated that he would be stepping down as Chair when his 3-year ends in September 2024
- Anirban proposed the nomination of Tenzing Norsang as the Chair.
- Tenzing’s nomination was seconded by Dawn and unanimously approved by the Committee.
- Tenzing gracefully accepted the nomination and the position of Chair from September 2024.
- Anirban, advised he would be willing to continue servicing as an Ordinary Committee Member, if he be re-elected in September 2024.

**AGREED**

- *Anirban relinquished the position of Chair of GO and was accepted with regret.*
- *Tenzing accepted the nomination and would officially assume the Chair position in September 2024, until his term ends in October 2025.*
- *To ensure a smooth transition, Anirban and Tenzing would work jointly until September 2024*
- *The Board will be informed about the upcoming leadership change at GO.*

**d. Garth Mitchell**

Garth has been a long-term Member of the GO Committee. He recently advised he has relocated from the UAE to the UK in April 2024 and would, therefore, be stepping down as the GO representative in the UAE.

Following this advice, the Committee proposed the following:

- To seek a suitable nominee to fill this vacancy in the UAE region. To engage actively in this region to call for nominations for elections in 2024.
- It was recognised that historically, GO has not been represented in the UK. With Garth relocating to the UK, this would be an opportunity for GO in the UK. The Committee proposed we wait until Garth is settled firmly in the UK first, before reaching out to him to gauge his interest in representing the region and actively engaging with the OGBs in the UK.
- In the interim, it is recommended, GO accept Garth’s resignation from his role as a representative in the UAE.

- AGREED:**
- *Following discussion, the above 3 recommendations were reviewed, discussed and approved.*
  - *Anirban to formally advise Garth.*

**e. Committee Tenure**

As per the current terms of appointment on the Committee, there are 6 Members with terms ending in 2026. To enable continuity and allow experienced members to mentor newcomers and maintain stability in the Committee’s operations it was recommended that the terms of the Committee Members be staggered, as follows:

Term ends 2024	Term to 2025	Term to 2026
Anirban	Pauline	Bernard
Alfie	Tenzing	Babita
Nannette	<b>Dawn</b>	Arijit
Sushil	<b>Jigme</b>	<i>New Member ?</i>

**AGREED :** *That the terms be staggered as recommended*



## ITEM 7: EOFY FUNDS ACCOUNTS

The Accounts as at 31<sup>st</sup> March 2024 for the year ending April 2023 to March 2024 was tabled.

The Association funds for the year ended March 2024 stands at:

	Opening 1 April 2023	Income 2023-24	Expenditure 12 Months	Closing Balance 31 March 2024
GO A/c	Rs.13,81,477	Rs.6,18,418	Rs.14,07,278	Rs.5,92,617
Funds held in DGH	Rs.47,60,827		Rs.7,03,997	Rs.40,56,830

### NOTE :

- In 2023-24 year, majority of the Projects undertaken was funded directly by the GO SBI Account.
- It was reported there was minimal new revenue received in the financial year.
- It is anticipated that the on-going and future projects will be financed by the funds held in DGH on behalf of GO.

### AGREED

- *The Committee received and noted the EOFY Accounts*
- *The full Accounts and supporting documents will be forwarded to the Chartered Accountant in New Delhi to be audited and to submit the Tax Return on behalf of the Association*
- *Mr. Mohan Koshi, Chartered Accountant, New Delhi to be reconfirmed as GO's Accountant for the year ending March 2025*

## ITEM 8 : PROJECT Update

### a. Jarvie Hall

To date the full external walls of the Jarvie Hall block and the tower have been repaired and repainted. The roof was repaired and repainted in April 2024. The internal repairs and refurbishment are currently underway.

GO is exploring an affordable quartz system to repair the clock on the tower.

b. Ahava Guest – internal ground floor timber flooring has been replaced. The entry to the kitchen and pantry has been upgrade with floor tiling.

c. Crozier Club - 1<sup>st</sup> floor balcony floor and railing to be completed. On hold

### d. Gymnasium Hall - Upgrade

The Internal/External repairs of the walls and the repair/painting of the roof has been completed. April 2024.

**Pending** : Outdoor gym-equipment still to be installed.

### e. Heathland Cottage

Status unchanged from previous Minutes. Plan remains on target.

**ACTION:** *For information*

There being no other business the meeting closed at 11.30 am IST

Next meeting : TBA June 2024