

Narrative (written) Report on the past year's activities:

1. Section A: Basic details about the Organisation:

1.1 **Organisation name:** The Issy Geshen Lamont Home

1.2 **Non-profit Organisation Registration Number:** 002-277

1.3 **The twelve-month period this Report covers:** 1 April 2014 – 31 March 2015

1.4 Contact persons (Two office bearers nominated by the Organisation):

Contact person: Guy Peter Levene

Contact person's title in your organisation: Chairman

Telephone number: (031) 312 7625

Fax number: (031) 312 3845

Cell phone number: 0824465890

E-mail address: guy@apgroup.co.za

Another contact person is: Ms Gugu Gladys Ngobese

Contact person's title in your organisation: Deputy Chairperson

Telephone number: (031) 400 5693

Fax number: (031) 462 2933

Cell phone number: 084 446 6919

Email address: n/a

1.5 Organisation's physical address:

2342 Ndlwana Road

Lamontville 4027

KwaZulu-Natal

1.6 Organisation's postal address (if different to 1.5):

P.O. Box 32180

Mobeni

4060

1.7 Organisation's Office Bearers (Persons who hold positions of authority and responsibility within the Organisation. These are the members of your Governing Board or Controlling Committee.) If the form does not have enough spaces for all your office bearers please add the rest on a sheet of paper, and attach.

Name of Office Bearer: Gary Welsh

Title: Treasurer

Work or home address: 2342 Ndlwana Road

Lamontville 4027

Postal address: P.O. Box 32180

Mobeni 4060

Tel (incl dialing code) (031) 469 0247

ID Number : 710614 5185 08 6

Name of Office Bearer: Thoko Cherilyn Molefe
Title: Secretary
Work or home address: 89 Gwala Street
Lamontville 4027
Postal address: P.O. Box 32180
Mobeni 4060
Tel (incl dialing code) (031) 309 5457
ID Number : 521006 0718 087
(The Management Committee has been forwarded to you).

New Additional members: No additional new members joined the Board. 1 deceased

Name: Mrs Beatrice Mkhwanazi, sadly passed on, on the 10th November 2014
Title: Additional member Retired Professional Nurse
Home Address: 4167 Msane Place
Lamontville 4027
Telephone:

A list of the Management Committee members is attached.

Administrator: Mr Sifiso Ngidi

The Home's Attorney's: JH Nicholson, Stiller & Geshen

The Home's Auditors: Harold Levin & Associates Inc.

STAFF LIST

1.ND Biyase	Groundsman
2.PS Cele	General Assistant
3.TP Cele	Nursing Assistant
4.BT Dlamini	Nursing Assistant
5.VZ Gumede	Nursing Assistant
6.TG Mkhulisi	Occup. Therapy assistant
7. NE Khaba	Cook
8.BN Mbelu	Supervisor Cleaner
9. TH Mdletshe	Enrolled Nurse
10.HC Mkhize	Senior Enrolled Nurse
11.NG Mkhize	Nursing Assistant
12.AZ Mkhungo	Enrolled Nursing Assistant
13.NG Mpisane	Nursing Assistant
14. L F Mngoma	Cook
15.R P Mbelu	Cook
16.ND Msomi	General Worker
17.NC Ncube	Professional Nurse
18.BI Ndelu	Enrolled Nursing Assistant
19.TP Ndebele	Chef
20.D H Dladla	Driver
21.MSP Ngidi	Administrator
22.S A Mbele	Matron
23.N Ngubo	Security officer
24.JW Nxaba	Nursing Assistant
25.T Khomo	Cook
26. NP Nzuza	Nursing Assistant
27. AL Sehlako	Nursing Assistant
28. M-J Fundamu	Professional Nurse
29.D N Zulu	Laundry attendant
30. P Zulu	Maintenance
31. D G Mtembu	Security
32. Z P Blose	Nursing Assistant
33. NHN Hlubi	Admin Assistant
34. S P Khumalo	Security
35. NL Ngcobo	Social Worker
36. ZP Blose	Nursing Assistant

The Homes relies on the services of volunteers as reliefs to full-time staff when they are on annual, sick or compassionate leaves. There is no paid temporary staff employed to cover due to budget constraints.

Volunteers are paid a transport stipend to help them pay for their transport expenses.

1. What meetings of the kinds listed below (if applicable) did your organisation hold during the period of the report? And how many of each did you have?

Type of meeting:

No of meetings held during the year

Annual general meeting: 1

Special general meeting: 1

Management meeting: 12

Board meeting: 8

Executive meeting:

Others (specify): 12 Staff meetings, 10 Stakeholders meetings

3.2 Give the date of your Annual General Meeting – and indicate if this was held at the time stated in your Constitution or not. If not, give the reason for delay or advance.

The AGM was held on the 9th September 2014.

Section 4.4.1 in the Constitution states: "The Committee shall hold an Annual General Meeting of its members by not later than October of each year."

Notes on Board Meetings:

1. The Management Committee sat for 4 quarterly board meetings during the year in question.
2. There were four ordinary meeting where it was resolved that the home needs to take a different direction where it would not solely dependent on donations and state subsidy.
3. The other meetings are related to the ones held with various stakeholders, the NPO Forums.
4. During the course of the year the Chairman, Treasurer and Administrator held Working group meetings as and when the Chairman determines, to discuss the finances and forward planning of the Home.
5. The Community Stakeholders that was established during 2013 did not bring in the desired outcome and hence the following were actioned in order to improve the profile of the Home.
 - A new website and face book page were created.
 - A 5-minutes DVD on the activities and residents profile was produced.
 - An update brochure was printed.
 - A professional fundraiser was appointed.
6. With all the marketing material in hand, our fundraiser faced a difficult time in securing appointments with industrialists in the area, as no one had heard of the Home.
7. In early 2014 a marketing company with the sole purpose to produce a strategic marketing plan was appointed.
8. A tremendous job was done, the Home was vastly exposed and interesting articles appeared in the local press over a period of time.
9. However, small amounts of donations started to come in but this was not enough to cover the total annual expenditure.
10. During November 2014 we undertook a survey amongst 5 similar old age homes and discovered that in addition to receiving a percentage of the residents' pension, the families of the residents in all five homes also pay a fixed monthly amount.
11. Consequently, we had no choice but to start introducing a similar system with effect from the 1st April 2015.
12. Residents Christmas party is held every first week of December each year, a wish list is posted on our website for potential donors.

13. If funds are available, a separate staff year-end is offered to thank all the staff for their dedication made to the Home.
14. It must be noted, with regret, that towards the end of 2014 calendar year the Non-Governmental Organisations experienced administrative setbacks when the KZN Department of Social Development, without any official communication down the line, effected late transfers of subsidies to the NGOs, which resulted in many organisations failing to meet their monthly payment obligations including payment of staff salaries, on time.
15. The years ahead are going to be critical for the survival of the Home and without the above-mentioned changes it would be difficult for the Home to move forward.