

**S. THOMAS' COLLEGE, GURUTALAWA OLD BOYS' ASSOCIATION
MINUTES OF THE 4th (246th) MEETING OF THE EXECUTIVE
COMMITTEE (2002/2003) HELD IN THE BOARD ROOM OF THE
EDNA GROUP OF COMPANIES AT NO. 160 BULLERS ROAD,
COLOMBO 07 ON JULY 19,2002 AT 5.50 P.M.**

PRESENT:

Mr. P.S. Duleep Kumar	Senior Vice President (in the Chair)
Mr. Sunil Watawala	Vice President
Mr. Sarath Suraweera	Vice President
Mr. Shervon Fernando	Hony. Secretary
Mr. Gamini Fernando	Hony. Treasurer
Mr. Bandula Wanigasekera	
Brig. B. Munasinghe	
Mr. Nihal Wanniarachchi	
Mr. K. Bandusena	
Mr. A.N.R. Munasinghe	
Mr. Don. Gazara	
Mr. Rizvi Jalilll	
Mr. Chandana De Silva	
Mr. Lasantha Perera	
Mr. Mahen Ranasinghe	
Mr. Suresh Thiyagarajah	

By Invitation

Mr. Jabir Junaid
Mr. L.S.P. Jayatilaka

Excuses:

The following Members had informed of their inability to be present at the Meeting today and had requested that they be excused.

Mr. Geethal Mendis - President
Mr. G.M.S. Samaraweera
Mr. J.J. Rajakaruna
Mr. P. Jayasundera
Mr. G.S.S. Perera
Mr. Milton Fernando
Mr. Sujeewa Godage

2. MINUTES:

Mr. Shervon Fernando, Hony. Secretary stated that the 2nd paragraph (on page 5 of the draft Minutes) relating to desks and chairs for class rooms should be read as the 2nd paragraph on Page 4 – Item (e) under the Report of the Sub-Committee for Projects. Subjects to the above amendment, the Minutes of the Meeting of the Ex-Co held on June 15,2002 were adopted as correct.

3. MATTERS ARISING FROM PREVIOUS MINUTES:

- a Mr. Shervon Fernando, Hony. Secretary tabled a letter dated June 27,2002 written by him to Mr. Biran Tharumaratnam, the son of Mr.V. Tharumaratnam who according to previous minutes of an Annual General Meeting on February 24, 1996 is supposed to have had the custody of some of the personal effects of Dr. R.L. Hayman which were to be shipped from U.K. to Sri Lanka. Mr. Bandula Wanigasekera who was detailed to look into the matter reported that the letter to Mr. Biran Tharumaratnam was a sequel to his discussions with Mr. Tharumaratnam. (Snr.) It appeared that Mr. Tharumaratnam had not at any point of time had the custody of these personal effects. It was resolved to pursue this matter with Mrs. Hayman, in a tactful manner and that if there were any items still available , they could be shipped to Sri Lanka to form part of the Hayman Museum. Mr. Don Gazara who had had a very close relationship with Dr. and Mrs. Hayman in U.K. undertook to attend to the shipping without incurring any expenditure for the OBA or College. It was the unanimous view of the Ex-co that the Hayman Museum Project should be proceeded with and that the obvious location should be the office room from which Dr. Hayman worked, after the vacation of that room by the present Headmaster to his new location at which stage the necessary arrangements could be made. Mr.P S Duleep Kumar indicated that there had been letters which Dr. Hayman had written to his mother in England which Dr. Hayman's mother had bound into 10 volumes and returned to Dr. Hayman. Mr.Chandrasekera a former Acting Head Master informed him that he placed the bound volumes in the steel cabinet which is presently lying in the Head Master's office room.

It was decided to request the Headmaster to have the safe opened in his presence and to itemise all that is found within. It was also decided to request the Headmaster to preserve the Reels of film which had previously been listed on behalf of the Ex-Co together with the 2 Projectors used by Dr. Hayman, one of which was still in good working order and Dr. Hayman's old Typewriter. These would form the nucleus of the Museum. It was decided to give publicity to this project in the Newsletters so that any Old Boy or Member of the staff or well-wisher who desired to submit any material or memorabilia in their custody or possession was free to contribute such material.

- b. It was also resolved to welcome all shades of opinion as regards the provision of a Turf Wicket and to notify the Membership thereof and to facilitate a discussion before making any decision on the matter so that a broad consensus could be reached considering particularly the fact that the present coaches and Masters in charge of Cricket in College seem very much in favour of the project.
- c. Mr. Sarath Suraweera pointed out that the formation of a Sports Club in Gurutalawa would facilitate the smooth flow of sports equipment etc. as indicated by Mr. Ruwan Munasinghe who co-ordinated activities in the office of the Chief Minister of the Uva Province. Mr. Jabir Junaid also pointed out the numerous benefits if such a Club is set up so that the students will benefit immensely. From information received it appeared that all sports activities in Gurutalawa lacked equipment due to the financial constraints College is experiencing. It was therefore decided to formulate a simple set of rules to help the Headmaster to establish such a Sports Club and have the office bearers elected which would benefit the College and the students.
- d. Mr. Nihal Wanniarachchi reported that from inquiries made by him, he was made to understand that the Accounts relating to the Thomian Walk of 2001 had not yet been finalized. The Secretary was however requested to communicate with those responsible and place on record the interest of the Guru OBA and the College to receive its proportionate share of the collections.
- e. It was not clear as to the timing of the intake of students of Gurutalawa to Mt. Lavinia. In the past admission had been after O/L results had been released or to absorb the students at the beginning of the calendar year. The position was to be clarified through the Headmaster.

4. **TO DISCUSS THE PROGRESS OF THE SUB-COMMITTEE FOR RULES:**

a. Report of the Sub-committee for Rules:

Mr. Bandula Wanigasekera informed that the Sub-Committee had had another Formal meeting apart from the informal discussion between the Members over the last one month and a final draft had been prepared. He also mentioned that he had not received any feed back from the Ex-co and hence the final draft would be circulated amongst the Membership with a separate circular letter or with the next Newsletter due in August. The Membership would be called upon to study same and make any proposals, suggestions etc. which would also be considered by the Sub-Committee. Where necessary Members who send in proposals and suggestions would be requested to attend a meeting of the Sub-Committee for detailed discussion. Once a broad consensus is reached in such consultation with the Membership the final Draft of the rules would be circulated once again amongst the Membership for their information. Thereafter the Rules would be printed and annexed to the Agenda and Notice of Meeting for the next A.G.M. at

which the adoption of the Rules would be an Item. The Ex-Co endorsed the above procedure.

b. Report of the Sub-Committee for Newsletters:

Newsletters

Mr. Lakshman Jayatilaka reported that issue (2) of the Newsletter had been despatched to 581 Members. As and when information relating to the whereabouts of Members are received, in the last issue of the Newsletter together with the Membership Card is despatched to them by Registered Post. Mr. Mahen Ranasinghe suggested that the Month or Date of the Issue be prominently displayed on the front cover of the Newsletter. This suggestion was accepted and noted by Mr. Shervon Fernando. Mr. Duleep Kumar the Senior Vice President suggested that the Newsletter be divided broadly into 4 sections, i.e.

- i. News on College
- ii. News of Old Boys
- iii. Activities of the Ex-Co
- iv. Any other matters.

He also suggested that the next issue of the Newsletter contain: Excerpts from the Prize Day speeches of the Chief Guest and the Headmaster and that a copy of the Draft of the New Rules also be sent along with the Newsletter.

a. College Magazine:

Mr. Lakshman Jayatilaka reported that the staff at College had been informed through the Headmaster the manner in which the material for printing is required by Mr. Shervon Fernando who had undertaken the printing. Although it is reported in a previous Minute that the cost was estimated at approximately one lakh, about 5 years ago, Mr. Shervon Fernando indicated the cost would be approximately Rs. 70,000/-, to print 450-500 copies which number would be adequate, the student population being approximately 413. It was decided to request the Headmaster to seek the assistance of the respective members of the staff and students to make the magazine a reality and that the OBA was ready and would certainly give all its support.

b. Report of the Sub-committee for Membership:

Mr. Lakshman Jayatilaka reported that there were 766 members on the Register, out of whom the addresses of 184 were not available. From information received it transpired that a further 11 members were deceased. An endorsement to that effect would be made against their names. Senior Old boys who had undertaken to send in information available with them as regards current addresses were to be contacted. Membership Cards (together with Newsletters) were being sent as and when present whereabouts were located. The Directory was being up-dated

regularly and a proposal to make it available in outstations to facilitate easy access to purchase same was being considered. The points of sale would be notified in the next Newsletter if this proposal is accepted. Enrolment of Members was proceeding slowly. Mr. Rizvi Jalill reported that he had personally communicated with almost 400 old boys who had left College in the early 80s but only one or two had responded. It was also reported that according to the data available not a single Old Boy who had left College in the last decade had joined the OBA. Application forms are now available in the College office and Mr. Premadasa of that office has been delegated to co-ordinate with the activities of the OBA. It was agreed to see if any progress had been made in this effort.

c. Report of the Committee for Finance:

Mr. Chandana de Silva mentioned that he had collected a further sum of Rs. 3000/- (which had been paid by him to the Hony. Treasurer) out of the outstanding balance from the preceding year's Fellowship dinner dues and that he would make some effort to recover the balance sum of Rs.8000/- Mr. Chandana de Silva also undertook to pay Mr. Gamini Fernando by Monday July 22, the said sum of Rs. 8,000/-.

He also indicated that he had spoken to Mr. Upali Jayawardena the previous Secretary as regards money which according to him had been handed over to the latter. He was however not agreeable to a letter being addressed to Mr. Upali Jayawardene on those lines by the Treasurer. It was also revealed by the Treasurer that he had deposited all monies collected as dues from the Fellowship Dinner Account of 2001 to the credit of Account No. 01 as per resolution in item 6 at Ex-Co Meeting of 15.06.2002.

e. Report of the Sub-Committee for Projects:

Mr. Sunil Watawala reported that the Sub-committee had not had sufficient time to make arrangements with the Headmaster in order to visit College and inspect the various buildings and facilities which are unutilized or under-utilized particularly in view of the fact that the Headmaster was busy making necessary arrangements in connection with the Prize Giving.

It was resolved to send a letter of appreciation to Mr. B.A. Mahipala who at the instance of the OBA undertook single-handedly the rehabilitation and refurbishment of the main block of the senior dorms. The letter was to be prepared by the Senior Vice President. It was also decided to give Mr. B.A. Mahipala 2 free tickets for the Dinner Dance as a token of appreciation of the OBA for his magnanimous gesture of repairing and refurbishing the dormitories.

f. Report of the Sub-committee for Social and Dinner

Mr. Sunil Watawala passed round samples of the tickets which had had already been printed for the Gala Dinner Dance. He also passed round for perusal of the

Members the 2nd flyer as regards the dinner dance which was to be dispatched to the Membership in a day or two. He said that the 3rd flyer would go out in August and the last flyer immediately before the event. All other arrangements were complete. Several Air Line Tickets were available as prizes. Banners and advertisements were being secured, and all arrangements were in place. The tickets would be put out for sale only in October. Mr. Rizvi Jalill the Secretary of the Sub-Committee reported that he was printing 500 stickers which would be available in 2 weeks time highlighting the Diamond Jubilee. The question of having an outlet for the sale of souvenirs etc. was discussed and Members agreed to look into the question of T Shirts, Caps etc. being made available for sale at the Dinner.

5. **TO TABLE AND CONSIDER THE HEADMASTER'S REPORT:**

The Headmaster had indicated that he would not be able to attend today's meeting and his Report would be taken up at the next meeting. At Mr. Don Gazara's request, the Senior Vice President undertook to write to the Headmaster so that an early response to various matters at Guru could be obtained from him.

6. **THE CURRENT FINANCIAL POSITION:**

Mr. Gamini Fernando reported that a sum of Rs., 34, 572/- was available in the Current Account No. 1. He had opened a Current Account No. 02 in terms of the Ex-Co resolution at its last meeting and to the credit of which he had deposited a sum of Rs. 45,000/- representing contributions and donations towards the College development fund etc received after 01.03.2002. It was resolved to deposit sufficient money to the credit of Current Account No. 1 to meet / honour the 02 remaining cheques aggregating to Rs.112.361/- issued by the previous Ex-Co in connection with the work carried out on the New Dining Hall Project, when monies are received from the Board of Governors.

Mr. Gamini Fernando also reported he had uplifted the 02 deposits at Pramuka Bank which had matured and re-deposited the proceeds for the time being in Account No.2 of the Standard Chartered Bank pending the decision of the Ex-co to reinvest the funds. This matter was to be taken up under Any Other Business.

7. **TO FIX THE DATE, TIME AND VENUE OF THE NEXT 3 MEETINGS OF THE EX-CO**

It was resolved to have the next 3 meetings of the Ex-Co on August 29, September 28 and October, 31.

The Secretary was directed to send out circular letters to all Members of the Ex-Co giving advance notice. Further, final usual notices could be sent together with

the Agenda of the Meeting. The Secretary was also directed to co-ordinate the dates with the Head Master of S.Thomas Prep School Kollupitiya well in advance.

8. **TO DISCUSS MATTERS RELATING TO THE PRIZE GIVING OF JULY 22, 2002**

In the absence of the Headmaster who was busy at Gurutalawa making necessary arrangements it was resolved to delegate to Mr. Sunil Watawala, Vice president the task of proposing the vote of Thanks to the Chief Guest.

9. **TO APPOINT A SUB-COMMITTEE FOR THE RE-UNION CELEBRATIONS**

As several important matters required attention it was resolved to appoint this Sub-committee without further delay.

Mr. Prabath Jayasundera (Convenor) Mr. Rizvi Jalill, Mr. P.J. Fernando ,Mr. Sarath Suraweera and Mr. Shervon Fernando were unanimously appointed to serve on this committee and to co-ordinate all activities. The Sub-committee was authorized to co-opt any other member who they thought would be helpful in their work.

10. **ANY OTHER BUSINESS::**

- a. It was reported that 12 College History books had been sold out of the 32 books which had remained in College. 15 books were available with the Hony. Secretary and the balance 05 with Mr. Rizvi Jalill at No. 160, Bullers road, Colombo 7. The Senior Vice President undertook to speak to a responsible person at Lake House to ascertain the fate of the consignment of 50 books given to that establishment for sale. Mr. Gamini Fernando was also requested to check the position at Vijitha Yapa Bookshop where mention had been earlier made of Rs.10,000/- due on sales. Both undertook to report back at the next Meeting of the Ex-Co their findings.
- b. Mr. Shervon Fernando was requested to meet the Headmaster and discuss with him the question of making available a Bus to transport students from Bandarawela to College and vice versa, as a follow up on the Head Master's request at the last Ex-Co Meeting of 15.06.2002 from Mr.Ruwan Munasinghe - item 7 (4).
- c. Mr. Nihal Waniarachchi reported that he had met officers of the TNL TV but they had indicated that they are not in a position to do a documentary of the College at this stage. Mr. Mahen Ranasinghe indicated that he had spoken to officers at Sunday Times/ Wijaya Group of News Papers and that the relevant publication could be done provided the material was made available. The Senior Vice President undertook to write an article about College to be given to the said

Newspaper Groups through Mr. Mahen Ranasinghe. It was also decided to give some coverage in the Sinhala Newspaper which was relevant in today's context.

As regards the Website Mr. Lakshman Jayatilaka reported that he had put Mr. Muditha Dissanayake an Old Boy who had expressed an interest to design a Web Site for College) in touch with the Headmaster and that it was now for them to work out the details. He also mentioned that Mr. Bandula Wanigasekera had information with regard to a party designing and hosting a Web-Site at a very reasonable cost of Rs. 500/- per annum which the College could avail itself of, when the design is finalized and setup.

- d. As regards the Accounts at college and whether they are properly maintained the Senior Vice President had arranged to send a team to College from M/s. Someswaran and Jayawickrema after the Prize Giving. They will do a basic preliminary study and report back. Thereafter they will undertake a comprehensive examination and give in their recommendations for an agreed fee. It was agreed that the OBA will meet this cost hopefully not in excess of Rs.35,000/- and not pass it down to College. After studying the Reports, it was decided to take advantage of the expertise made available and put into motion the recommendations to ensure proper financial costing and procedure in the College Accounts Department . From past Minutes it appeared that during certain periods College accounts had not even been audited, sometimes for over 4 years. The question of monies owing to College from employees was to be taken up at the next Meeting of the Ex-Co when the Headmaster was also present.
- e. Mr. Sujeewa Godage had indicated that the Leadership Workshop would be conducted by him after the Prize giving , when the Prefects and Senior Students would be free to attend.
- f. The question of the Staff Welfare Fund was discussed. The Senior Vice President indicated that it would be appropriate to apportion a part of the proceeds of the dinner dance towards this. Most Members expressed the view that keeping funds in such an Account may create and entail various problems. Members felt it was more appropriate to refurbish and repair quarters occupied by staff on the Campus, as it would benefit the staff immediately. Mr. Bandusena informed that even on June 15, at College several Members of the staff had discussed this question with him and indicated the very unsatisfactory state of their living conditions without adequate toilet facilities etc.

It was therefore agreed that the Projects Committee would pay special attention to staff quarters and their exact state, what repairs were necessary and what it would cost apart from providing tables, chairs, beds, mattresses, and lockers for the students. Mr. Bandusena also mentioned that a Staff Welfare Fund was already in existence. Members therefore decided that if at all, a token contribution could be made towards the fund which could be disbursed according to the existing rules of that fund.

- g. The question of adding approximately Rs. 40/- to the monthly bill of all students in College immediately before the month of the Prize Giving so as to have the necessary funds to purchase necessary books to be awarded as prizes was proposed and discussed. As this additional item was only in respect of one month, it was decided to recommend this Proposal to the Headmaster for adoption if he thought fit. This would ensure that those who had fared well during the year would be rewarded in an appreciable manner apart from the Certificate given.
- h. Brigadier Bandula Munasinghe indicated that he would be going up to college for the Prize giving and that he would make arrangements with the personnel decided on by him to undertake the study of Rations and Purchasing of groceries etc. for the Kitchen and pantry and he would report back once the Report was ready.
- i. Mr. Duleep Kumar the Senior Vice president also suggested that students of College could be given prick cards of Rs. 10/- each for the Diamond Jubilee Year in order to collect funds for the College. It was decided to recommend this proposal to the Headmaster. Mr.Shervon Fernando undertook to do the Printing of these Cards free of cost, and to see that they are sent to the College before the commencement of the August Holidays.
- j. Mr.Sarath Suraweera tabled a Report as regards a proposal he was making in connection with Bird-Watching. He had discussed this proposal with Dr.Sarath Kotagama an Old Boy and well known Environmentalist and an Expert on Wild Life, who had indicated an interest in this matter. Dr.Kotagama had said that he would contact the Head Master direct to see what progress could be made.
- k. Mr. Bandula Wanigasekera with the concurrence of the Treasurer, Mr. Gamini Fernando, tabled a Report on the Financial Matters referred to at the Ex-co Meetings of 17th May, 15 June 2002.

The Report had five items as follows:

<u>Item</u>	<u>Reference</u>
1.Ex-Co Mtg. 15/06/02 Item 7(27)	Any Other Business :Hayman Museum & Mrs. Hayman's donations.
2. Ex-Co Mtg. 17/05/02: Item 6:	Dr. Hayman & Fr. Foster Scholarship Funds
3. Ex-Co Mtg. 17/05/02: Item 6:	Dr. Hayman & Fr. Foster Scholarship Funds
4. Ex-Co Mtg. 15/06/02: item 6	Commitments prior 28/02/02 & Arrangement to amalgamate accounts
5. Ex-Co Mtg. 17/05/02:Item 6:	New Dining Hall Accounts –Expenditure assessment.

1. The Committee noted that:

1. All the monies sent by Mrs.Hayman have been now traced and that they have been used by previous Head Masters for various purposes connected with the College. As such nothing was available for the Hayman Museum.
2. Though the balances as at 31.12.2001 in the Dr.Hayman & Fr.Foster Scholarship Funds have been shown as Rs.125,625 and Rs.137,625 respectively, the interest had been applied to other uses and as such the actual balance in the two Funds as at maturity of the two Promissory Notes was Rs.118,131.75 after WHT on 15 July 2002.
3. The funds in the Golden Jubilee Account and the OBA Building Fund showed Balances on 31.12.01 as Rs.218,800.78 and Rs.56,130/- but they were fully exhausted by meeting the costs of the New Dining Hall Project between 01.01.2002 and 28.02.2002 even though these transactions were not formalized by resolutions at Ex-Co Meetings during this period to show the source of funding.
4. The payments to Contractors of the New dining Hall project amounting Rs.1,252,891.67 had been made between 01.01.2002 and 28.02.2002 (eight weeks). It is hardly likely that such large creditors for work done before 31.12.2001 were not known and they should have been shown as Creditors to give a correct picture of the Financial Position of the OBA as at 31.12.2001, especially as Rs.148,932/-, Rs.48,500/- and Rs.90,000 were shown as receivable on the Dinner of 2001 to show a surplus even though we are still trying to get these amounts seven months later.

In view of these circumstances:

- a) The Committee agreed to and approved the award of a Scholarship of Rs. 1500/- per month to two students as proposed. It was resolved to discuss this proposal with the Head Master in detail and finalise same.
- b) The Committee also resolved to place the funds in the Standard Chartered Bank or Commercial Bank of Ceylon Ltd in the form of two Deposits on Treasury Bills to mature in six months (about end January 2003) with a face value of Rs. 120,000 and any excess left over from the Rs. 118,131.75 to be deposited in the National Savings Bank account for use of the two Scholarships for two students as approved on the suggested basis, which will be about Rs. 4500/- each as the excess after purchasing of Treasury Bills would be enough to cover this expenditure.

- c) The Committee suggested that a further study of the accounts be made in order to amalgamate the accounts early so as to present a clean set of accounts reflecting the true position of the financial affairs of the OBA.

There being no other business the Meeting terminated at 9.30 p.m

Confirmed as correct

Chairman