

MINUTES OF RELISA HOUSING CO-OPERATIVE SOCIETY
LIMITED 19TH ANNUAL DELEGATES MEETING HELD ON 25TH
APRIL, 2017 AT SIX EIGHTY (680) HOTEL, NAIROBI.

ATTENDANCE LIST

CENTRAL MANAGEMENT COMMITTEE

- MR. MICHAEL S. DALLAH - CHAIRMAN
- MR. IDDI O. MWINYI - VICE CHAIRMAN
- MRS. SARAH A. KIWANUKA - HON. SECRETARY
- MR. STEPHEN O. JUMA - TREASURER
- REV. RICHARD A. OFWENJE - MEMBER
- MR. WASHINGTON KULUNDU - MEMBER
- MR. CLEMENT KARANI - MEMBER
- MR. AGGREY MBAI - MEMBER
- MR. PHILIP WOKINDA - MEMBER

SUPERVISORY COMMITTEE

- MR. RAPHAEL B. OMONDI - CHAIRMAN
- MS. PERES CHEROP - SECRETARY
- MR. JACKSON T. KINYILI - MEMBER

NAIROBI MAIN BRANCH

- MR. JOSEPH NDAISI NZOMBA
- MR. SAMUEL MBUVI
- MR. METHUSELAH ANJEYO
- MR. TITO KINYAMBU NGINDU
- MR. MAURICE OUMA OGONY

- MR. JOHN OMUKA ONJERO
- MRS. ESTHER NYOKABI
- MRS. EVAH WANJUGU MUTUGI
- MR. DANSON MAINA MWANGI

WORKSHOPS/SUPPLIES BRANCH:

- MR. CHARLES O. MASITA
- MR. JULIUS NYERERE OTILA
- MR. JAMES M. KABUE
- MR. ARTHUR OKWEMBA
- MR. STEPHEN KINYA KURIA
- MR. ELLY OWINO ORWA

KISUMU BRANCH:

- MR. JAMES N. ALUCHIO
- MR. JAMES OCHIENG'
- MR. PATRICK O. AWUONDA

NAKURU BRANCH:

- MR. FRANCIS MUNYUA KAGWANJA
- MR. EDWARD KIPKOSGEY TALAM
- MR. SAMMY MATHENGE

ELDORET BRANCH:

- MR. B. C. K. TIREITO
- MR. JULIUS RUTO
- MR. PETER MULAMA

VOI BRANCH:

- MR. HEZRON MWAISAKA
- MR. GRISON KISANGI
- MR. GODFREY KICHOI

MOMBASA BRANCH:

- MR. CYRUS MBURU MWANGI
- MR. STEPHEN KHAYO
- MRS. MARGARET EMALI

KARATINA BRANCH:

- MR. CHRISOSTOM M. WERU
- MR. JOSPHAT KWERA MWANGI

NAIVASHA BRANCH:

- MR. JOHN M. MURANGA
- MR. ELIUD GACHIE

BUNGOMA BRANCH:

- MR. BEN K. WATITWA

ABSENT WITH APOLOGY

- BP. STEPHEN K. KINYA - WORKSHOPS/SUPPLIES BRANCH

STAFF MEMBERS:

- MR. STEPHEN O. ODUOR
- MR. DENNIS W. WAMBONGO
- MR. ROBERT K. LANGAT

MINISTRY OF CO-OPERATIVE OFFICIALS

- MS. D. A. AREMO - C.D.C
- MR. J. C. KURIA - C.O.
- MS. ROSELINE NYAMACHE - C.O

NACHU LIMITED

- MR. FRANCIS KAMANDE - CHAIRMAN
- MS. ELIZABETH MUNGALA - C.R.O.

KIBIEGO KIPTUM & COMPANY CPA (K)

- MR. JOHNSON CHERUIYOT
- MR. DENNIS NDOLO

ONSANDO, OGONJI & TIEGO ADVOCATES

- MR. PETER OGONJI

The meeting started by a word of prayer from Rev. Ofwenje at 8.30am. The Chairman then called the meeting to order and welcomed the Delegates to the meeting. One minute silence was then observed in honour of the late Mr. Simon Mahugu – former Delegate - Nairobi Main Branch who passed on in September, 2016 after a short illness.

MIN. 01/04/2017- ADOPTION OF AGENDA

Notice for the meeting was read and adopted. It was proposed by Mr. Aluchio - Kisumu Delegate and seconded by Ms. M. Emali - Mombasa Delegate.

MIN. 02/04/2017- CONFIRMATION OF MINUTES OF THE 18TH ADM AND MATTERS ARISING THERE-FROM

The minutes of the previous meeting were read and confirmed. They were proposed for adoption by Mr. Maina – Workshops/Supplies Delegate and seconded by Mr. Tireito - Eldoret Delegate.

Unpaid Dividends - This is reducing as more members are turning up to collect their dividends with some dated beyond the period required by law. The office was able to listen to members and waived the period and paid. Many members took advantage of the Pensioners Census by the Scheme and turned up in large numbers to collect their dividends. It is also an obligation for all the Delegates to reach out to members on the same.

The Reli Sacco issue on the unpaid dividends is being handled by the County Co-operatives office and the findings will be reported to the Board in the next meeting.

Insurance Cover- The Delegates were informed that the cost of an insurance cover depends on the Risks involved. The meeting was also advised that each tenant takes their own cover in respect of the business each one of them does.

Title Deed - The meeting was informed that the original Title and Registration Certificate are under lock and key in a rented safe at the Co-operative Bank and that no one could get to it unless accompanied by a Co-op. Bank representative.

Lift Services - There was a suggestion that money should be borrowed to purchase a new lift since the borrowing power is in place.

Aging Problem - The members were advised to forget about retirement as our calling is to give service to humanity and that life is just but a matter of handing over. Recommendation that inclusion of Spouses and Children as “Group B” members be considered and that they be allowed to attend meetings on behalf of either their Spouses or Parents.

MIN. 03/04/17 – ADDRESS BY THE NATIONAL CHAIRMAN:

The Chairman addressed the meeting on the following items:-

- Membership
- Share Capital
- Title Deed and Registration Certificate
- Land Rates / Rents

- Income and Expenditure
- Dividends
- Honoraria
- Education
- Value of the Property
- Nomination
- Share / Bonus Share Certificates
- Group Personal Accident / Last Respect Covers
- NACHU and CIC Membership
- Unpaid Dividends, Bomb Blast Compensation and Money owed to Relisa by Reli Sacco.
- Strategic Plan
- Manpower Utilization
- Elections by Rotations
- Bereavements
- Appreciation and Thanksgiving

The address was adopted by a proposal from Mr. B.K. Watitwa - Bungoma Delegate and seconded by Ms. M. Emali - Delegate Mombasa.

MIN. 04/04/16 – ADDRESS BY THE GUEST OF HONOUR

The Director of Co-operatives Nairobi County Ms. D.A. Aremo thanked Relisa for meeting the deadline and the Delegates for being attentive in the meeting. She asked the Delegates to share with the members the information they received from the meeting as they are in the meeting on behalf of their members.

She gave some statistics of Co-operatives within Nairobi as follows;

- That active Co-operative Societies are 2,500 in number.

- Dormant Co-operative Societies are 500 in number.
- Performance – Starehe Sub-County mobilized KShs. 200million and Nairobi County as a whole KShs. 600million.
- Nairobi County’s membership is 1.3million and that the highest Individual Saver has KShs. 76million.
- She said by looking at Relisa’s performance she sees room for growth.
- She appreciated that we were able to patronize our projects.
- She advised the members that complaints by some disgruntled members is an issue that is still being addressed by her office.
- ***Ushirika Day*** - She requested that we turn up in large numbers since they are expecting a very Senior Guest in the Country to grace the occasion
- ***Elections*** - She reminded the Delegates that the rule that required service for two terms of three years each was revoked again and one is allowed to serve as long as he or she is mandated to, through elections.
- She reminded the delegates to embrace themselves with these amendments when the changes are made.
- Nachu Chairman gave a short speech on his contribution towards social transformation especially in housing development and tax relief for those building 100 houses and above.
- He gave an example of Kitengela Boda Boda Group that had a housing project of 100 units.
- Statistically 90% of houses built in Kenya are by corporates.
- He reminded the Delegates that the Government is not a solution to Co-operators but is for an individual co-operator and also that the solution is only by tightening of belts.

The Chairman thanked both the Director of Co-operatives - Nairobi County and the Chairman - Nachu for availing themselves for the meeting despite their heavy schedules and promised to embrace whatever was discussed and requested them to avail hard copies on the topics that they presented.

MIN. 05/04/17 – AUDITED ACCOUNTS AND REPORT

The Audited Financial Accounts and Report were presented by Mr. Johnson Cheruiyot of Kibiego Kiptum & Co. Certified Public Accountants. The report was adopted by a proposal from Mr. John Muranga - Delegate Naivasha and seconded by Mr. Maina Weru - Delegate Karatina.

The Independent Auditor informed the meeting that internal controls were properly observed and that areas that needed improvement have been highlighted in the Management Letter.

MIN. 06/04/17 – PROPOSED BUDGETS:

The budget for the year 2018 was presented by the Treasurer and adopted by a proposal from Mr. Cyrus Mwangi - Delegate Mombasa and seconded by Mr. Kagwanja - Delegate Nakuru.

MIN. 07/04/17 – APPROVAL OF BORROWING POWERS:

The Borrowing Power of KShs. 100 million was approved. The approval was proposed by Mr. Otila - Delegate Workshops/Supplies and seconded by Ms. Esther Nyokabi - Delegate Nairobi Main.

MIN. 08/04/17 – SUPERVISORY COMMITTEE’S REPORT:

The report was presented by the Committee’s Chairman – Bishop Raphael Omondi and was adopted for discussion by a proposal from Mr. Masita - Delegate Workshops/Supplies and seconded by Mr. Mathenge - Delegate Nakuru.

MIN. 09/04/17 - DISPOSAL OF NET SURPLUS (DIVIDENDS AND PAYMENT OF HONORARIA):

The disposal of the Net Surplus and payment of Dividends adoption was proposed by Mr. Kagwanja - Delegate Nakuru and seconded by Ms. Esther Nyokabi - Delegate Nairobi Main. Payment of Honoraria was proposed by Mr. Kichoi - Delegate Voi and seconded by Mr. Kwera - Delegate Karatina.

MIN. 10/04/17 – APPOINTMENT OF AUDITORS:

A list of Auditors was availed to the Delegates to make a choice for the Auditors for the year 2017. They however decided to retain Messrs Kibiego Kiptum and Co., CPA (K). The retention in office was proposed by Mr. Okwemba - Delegate Workshops/Supplies and seconded by Mrs. Eva Mutugi - Delegate Nairobi Main.

MIN. 11/04/17 – RESOLUTIONS:

It was resolved;

1. That payment of dividends by M-Pesa will be at the cost of the member being paid. A circular to alert members on this will be done.
2. That the House should not be sold.
3. That adding four more floors on the building is not possible.
4. That acquisition of plots to continue and to cover all areas.
5. That we should emphasise on education to members.
6. That to increase dividends payments to KShs. 1,000/= was not realistic and hence deferred. The Delegates were advised to tell the truth to the members.
7. That the Management to see how prudent the issue of office accommodation can be addressed.
8. That skipping of Dividend payment for a period of two years is not possible in that the same has since been approved for payment.
9. That the Management to look into Christmas Token to Delegates.
10. That it is not possible to hold Annual Delegates Meeting outside Nairobi.
11. That Staff to be taken for Capacity Building / Trainings for effectiveness.

MIN. 12/04/17 – ELECTIONS BY ROTATIONS:

Mr. J. C. Kuria presided over the elections of four members of the CMC and one member of the Supervisory Committee.

The results were as follows:-

Candidates for the Central Management Committee

- Michael S. Dallah - Proposed by Ms. M. Emali - Mombasa
- Seconded by Mr. J. Ochieng – Kisumu
- Iddi Omar Mwinyi - Proposed by Ms. E. Nyokabi - Nairobi Main
- Seconded by Mr. S. Mbuvi - Nairobi Main
- Stephen O. Juma - Proposed by Mr. J. Onjero - Nairobi Main
- Seconded by Mr. C. Weru – Karatina
- Peres Cherop - Proposed by Mr. A. Okwemba - W/Supplies
- Seconded by Mr. B. C. K. Tireito - Eldoret

Candidates for the Supervisory Committee

- Raphael B. Omondi - Proposed by Mr. C. Masita - W/Supplies
- Seconded by Mr. B. Watitwa - Bungoma
- James K. Maina - Proposed by Mr. B. C.K. Tereito - Eldoret
- Seconded by Mr. E. Talam - Nakuru
- Margaret Emali - Proposed by Mr. S. Mbuvi - Nairobi Main
- Seconded by Mr. M. Anjeyo - Nairobi Main

Mr. Maina stepped down for Ms. Emali so as to promote gender.

They were all unanimously elected.

One extra vacancy in the Management Committee was due to retirement of Rev. Ofwenje who was a Board member and hence the subsequent election of Ms. Cherop to the said Committee.

Mr. Kuria appreciated the Delegates for their maturity in the manner in which they conducted the business. He thanked them for their co-operation while conducting the elections. He congratulated those elected and wished them well.

The Chairman thanked Mr. Kuria for a job well done and appreciated and thanked the Delegates on behalf of the others for the trust that they displayed by returning him and the others un-opposed. He promised to work together with all those that have been elected as has been in the past.

MIN. 13/04/17 – ANY OTHER BUSINESS

Rev. Ofwenje thanked the Delegates for their co-operation and support for the last 18 years that he served with them and that now he finds it appropriate to leave. He stated that he had requested to be relieved sometime back and this has now come to pass. He asked the Delegates to remain focused and united for the sake of the members. He admitted that he could not effectively serve two Masters and that he had to choose one and that he has chosen to serve God.

The Chairman thanked Rev. Ofwenje and Mr. B.C.K. Tireito who were instrumental in seeing that Relisa stands. He thanked Rev. Ofwenje’s family for their support and allowing him to serve Relisa. He wished the Pastor all the best and prayed the Good Lord to keep him safe and requested that he be privileged to come as an observer in future meetings.

The Chairman thanked the Ministry Officials for their continued guidance and support and also for availing themselves to supervise the meeting. He thanked the Delegates and asked them to continue with the unity and peace that they displayed before.

There being no other business, the meeting ended by a word of prayer from Rev. Ofwenje at 4.20pm.

Confirmed in Meeting:

Chairman : _____

Secretary : _____

Date : _____