

NATIONAL WAR MEMORIAL HEALTH FOUNDATION.

FINANCE COMMITTEE.

Minutes of the 20th Meeting, held in the Foundation's Offices, in Hut 8; Union Grounds, Johannesburg, on Wednesday, 4th August, 1948, at 5 p.m.

PRESENT: Brig. E.P. Hartshorn (in the Chair) X  
Mr. H.E. van Santen,  
Mr. R.E. Grieveson,  
Mr. G.C. Jennings,  
Col. H.A. Olsen,

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Exec - Tech  
Pm.*

In attendance:

Dr. F.A. Donnolly (Director)  
Mr. A. Norton (National Secretary)  
Mr. J.C.D. Orr (Accountant)

APOLOGIES: Commander C.E.D. Enoch,  
Mr. S.R. Hellig.

MINUTES:

1. The Chairman welcomed Mr. Jennings and introduced him to members of the Committee.

The Minutes of 19th Meeting (18th June 1948) were read and confirmed, and it was explained that this agenda was unduly long owing to no meeting of the Committee being possible in July.

Matters arising:- Specimen signatures for Bank A/c. were obtained from Mr. Grieveson and Mr. Jennings - in terms of resolutions amending mandate (13/5/48 and 18/6/48).

2. GOVERNMENT NEGOTIATIONS:

The Chairman confirmed that a confidential report dated 30/7/48, submitted by the Director and National Secretary, had been circulated among members. Attached to this document was a copy of a letter, dated 27/7/48, making known the Government's attitude, received from the Hon. the Minister of Health.

Dr. Donnolly was asked to speak to his report.

In relation to the proposals in this report, the necessary amendments to the revised budget were tabled, showing how the plan would be applied in respect of Regional administration, to 30/6/49, at the same time curtailing the scope of "National" objectives, and catering for a surplus of £2,436 which should be reserved for provision of the capital costs of the Roll of Honour and possible Shrine.

Full discussion ensued, in which the Chairman pointed out that the Committee had previously given serious thought to the Foundation's financial problems, while awaiting the Government's decision. It was important to focus the Committee's attention on Financial implications, rather than on matters of policy, in respect of which Executive decision was required. A letter from Dr. Anning, dated 27/7/48, was tabled. The following points are particularly brought to the notice of the National Executive Committee:-

(a) The terms of the Government's decision (as expressed in the letter from Dr. Stals, above referred to) in signifying its intention to honour the previous Government's

promise/

promise of a grant of £25,000.

- (b) The emphasis that in any future approach, the Foundation would be regarded as of no greater status than any other Voluntary Social Welfare organisation.
- (c) The stress, in the pen-ultimate paragraph, of the phrase "spontaneous support accorded its appeal for funds by the public".
- (d) The Committee accepts the implications in the Government's response, in recognising the possibility of an absence of future support apart from normal subsidies, and is agreed on the financial aspects of Plan 'B', and recommends these to the Executive Committee in broad principle for their consideration and decision of matters of policy involved, at the same time stressing the urgency of the whole situation.
- (e) Appeal: Dr. Anning's recommendation was noted, namely that an early start should be made on a National Appeal, in terms of decisions previously taken (both in Executive Committee and as desired by the Board of Trustees). The suggestion that another approach be made to Sir Ernest Oppenheimer was recorded; (Dr. Anning had asked the Director for a brief statement of achievement).

The value of visible projects and objectives was stressed, in the promotion of an appeal, as against the more "nebulous" objectives which had proved unattractive to the Public's imagination.

The disappointing response in certain areas was noted. (This in relation to the "National appeal by Infiltration" now in progress regionally).

This Committee deplors the failure, on the part of the Foundation, to promote a proper National Appeal, and recognises that after three years the prospect of success has dwindled, with the evaporation of popular sentiment.

- (f) In the suggested contraction of the Foundation's operations, involving the temporary closing of certain regional offices, it was suggested in the interests of economy that the National Committees and Headquarters staff should administer such regions (in recess), retaining interested members of committees in the regions concerned, in a consultative capacity.

(Note. Insert in report (p.4) item XI: "To carry out all necessary staff duties etc. in re: Regions temporarily in recess, acting in co-operation with Regional consultants").

- (g) Ref. p. 1 of report, Dr. Anning's letter, and letter from the Minister of Health: The suggestion to make an urgent approach to the Prime Minister for a substantial grant in favour of "The National War Memorial", is referred to the Executive for decision.
- (h) The Committee desired that an assurance of protection of the Staff's interests be given in regard to any proposals for retrenchment.
- (i) It was noted that Mr. Orr would consider acceptance of the proposed post, on a month to month basis only.

3. MAJOR GENERAL POOLE: Resignation noted with deep regret.

4. CAPE MIDLANDS REGION: (Director's report).

- (a) It was noted that a three point programme had been put forward by the Committees in this region, and approval was given for the increase, by £750 (from £1,250 to £2,000), of the funds allocated for projects in the Region.
- (b) The amendment, in respect of signatures to the Region's general account, is noted and confirmed, as:-
- (i) Signature by Chairman or Vice Chairman (for the time being).
- (ii) Countersignature by the Regional Organiser (for the time being).

5. PROJECTS: (Approval for payment).

In terms of the accepted policy of the Foundation, in safeguarding control and dispersal of its funds, the following sums may now be paid in respect of existing and/or fully planned and approved projects, for which provision was made in the revised budgets, (for the period 30/4/48 to 30/6/49) :-

- (a) Edendale: Appointment of Social Worker.  
£500 in estimates for current year.
- (Nucleus of Pilot Health Foundation)  
Note: The appointment, as advertised, up to £600 p.a. plus COLA, is within the current estimates, as the appointment is not immediately effective.
- (b) O.F.S.: (i) £80. re Cricket Street Nursery School. (payment confirmed).
- (Financial Assistance Projects). (ii) re: Petrusburg Swimming Bath, it is noted that a progress report is awaited. No immediate payment.
- (iii) re: C.M.R. Noted that the proposed offer of £150 had been rejected. (The £150 to be reserved to the Region for the time being).
- (c) NORTHERN TRANSVAAL: re: Pretoria Rest Centre.
- (Nucleus Health Foundation). Request for payment to cover the purchase of 3 huts, and sundry equipment, from War Stores Disposal Board, to the value of £354 was approved. Noted that this is a first payment against the £1,000 allowed for in current estimates.

6. EAST LONDON APPEAL: Motor Car Competition.

Noted that the cost of the car will now be approximately £495, including sundry expenses for mounting on blocks, etc. Cost approved.

The Committee also approved that, in respect of this competition the temporary accounting of proceeds might be by way of the General Account, in order to isolate this competition as a fund-raising venture: subject to complete and accurate accounts being submitted in due course.

7. REPRESENTATION:

- (a) Health Officials Association: 6th Annual Congress.  
Director reported that costs not warranted at this stage.

(b)/

- (b) Nursery Schools Association: September, 1948. Director recommended that Miss M.A. Horrell should represent the Foundation on this occasion, as important matters concerning the future development of Nursery Schools for the Bantu would be raised. Finance Committee approves the probable commitment of £20.

8. STAFF MATTERS.

- (i) O.F.S. REGION. The National Secretary reported that he had visited Bloemfontein on 3rd August, 1948, and had had confidential discussions with Mr. Storey, the Regional Chairman, with members of the Committee and with the staff. A written report was in the Director's possession.

(a) Mr. A.B. Cloete.

The resignation, on 1/8/48, with effect 31/8/48, of Mr. A.B. Cloete, the Regional Organiser, was accepted. The National Secretary reported that this was with the approval of the Chairman of the O.F.S. Region. Further, that arrangements had been made to allow Mr. Cloete to proceed on three weeks' annual leave from 11th to 31st August, both dates inclusive.

- (b) Miss M.H. Krohn: The request submitted by the Regional Committee for an increment of £30 p.a., with effect 1st June, 1948, (i.e. from £360 to £390 p.a., plus C.O.L.A.) was approved, in the light of extra duties entailed, particularly since the resignation of the Regional Organiser.

- (c) R/O's Post. The Committee recommended that this should not again be filled.

(ii) CAPE MIDLANDS REGION:

- (a) Mrs. Burkinshaw (Regional Secretary). Resignation with effect 31/7/48 was accepted.

- (b) Miss E. Ackerman. Appointment with effect 1/8/48 approved. Duties (vice Mrs. Burkinshaw) as Regional Secretary. Salary £360 plus C.O.L.A.

- (c) Mrs. Wolhuter. The payment of £17. 10/- to Mrs. A. Wolhuter (£10 per month part time) for full services during the month of June, 1948, was approved.

(iii) SICK LEAVE. The following, vouched for by the Director, were approved

- (a) Mrs. Burkinshaw - 12th/29th June, 1948.  
(b) Miss Krohn - 28th June/6th July, 1948.

(iv) Leave without pay. Approved.

- (a) Mrs. J.A. Maritz - 3 days - 28/30th July, 1948.

(v) Annual Leave. Approved.

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| (a) Mrs. Lean  | 16/30th July, 1948    |
| (b) Miss Garraway  | 19/23rd July, 1948    |
| (c) Miss Ingram  | 3/23rd August, 1948   |
| (d) A.B. Cloete (see above)                                    | 11/31st August, 1948  |
| (e) Mrs. J.A. Maritz   | 5/25th August, 1948   |
| (anticipating early due date owing to urgent private affairs). |                       |
| (f) Miss M.I. Hampson  | 5/25th October, 1948. |

- (vi) The Director requested that, in respect of his own occasional leave, viz. 14 days in respect of a completed year of service, this might be held over as he had been unable to proceed on leave. This was agreed.

9. REGIONAL ACCOUNTS for approval and confirmation.

- (a) O.F.S. re visit to Bloemfontein of Col. Sayer. Recommended for Executive Committee decision as part of Publicity vote.
- (b) Northern Transvaal. re Appeal Stickers, A/c. H.M. Swan & Co. £25. Approved.

10. SUNDRY CREDITORS. Accounts for payment.

- (a) Trade Accounts, June, 1948, (to be inspected by Brig. Hartshorn). Approved.
- (b) Workmen's Compensation, £29/2/2. Payment approved.
- (c) Insurance, Ford Bus, £24/2/6 do.
- (d) Unemployment Insurance, £64/7/4 do.
- (e) W.E. Marsh & Co., Fees, Consultation and drafting forms, £17/17/-. Accepted as an account for professional services, but Committee considers that Messrs. Marsh & Co. should be asked to give the Foundation special terms as a Charitable Organisation, with particular reference to the forthcoming audit.

11. ALLOCATION OF FUNDS. (Regional collections involving distribution).

The following principles were approved in addition to those already circulated with authority per Directive No. 61.

- (i) Where a grant is given specifically by any firm or organisation to cover all its branches, then it will be allocated equally among the Regions concerned.
- (ii) Where a grant is given without such stipulation, then the Region collecting is credited with the total amount, and Branches in other Regions may be approached individually. If, however, it should subsequently transpire that the original grant was in fact intended to cover all branches of an organisation, then (i) above would have to be applied.
- (iii) Where a grant is clearly of a National character, the division among National Headquarters and Regions, equally or according to need, should be made by the National Committees, each case being judged upon its merits.

NOTE: It is hoped that at a later date it will be possible for the wealthier Regions to assist the poorer, by making direct Regional grants towards specified projects. Cognisance should also be taken of the merit of the original approach in canvassing for donations which may, in fact, be given to a particular Region for personal or preferential reasons.

Correspondence on the above from Mr. Bagshawe-Smith was tabled.

The Director stressed that in the case of Regions temporarily in recess, due to the proposed contraction of the Foundation's activities, allocations would still accrue, and would be held in trust for the time being.

The Committee felt that the principles here stated, were equitable to all Regions at present. At a later stage, however, it might become necessary to review this arrangement in order to support projects which, in needy localities, could not be financed from local contributions.

12. FOUNDATION BUS.

- (a) Purchase of necessary Tools: £7. 4/-. Approved.
- (b) Proposed alterations (to aid visibility): An estimate of £10 was approved.

13. GENERAL:

(a) O.F.S. Appeal Chairman: Secretary reported resignation of Mr. Louis Ellenberger, and the acceptance of office of Col. P.H. Ollemans. Noted and Mr. Norton congratulated on his efforts here.

(b) Budget: (see item 2 above): An amended budget was tabled, to augment the provisions of Plan 'B', should this be adopted. The Budget reflected a contraction in activity as at 30th September, 1948, with consequent savings.

It was stressed that on the National Budget the surplus of £2,436 should be later set aside to provide for the Roll of Honour and possible simple shrine. In this regard it was pointed out that the sum of £2,000 for Commemoration under allocatable expenditure represented, in fact, a proportion of Foundation activity through its very existence.

The portion of Government Grant, as appearing in the individual Regional budgets, (representing salaries and administration), together with the estimated costs of Appeal as allowed for, were unduly high in relation to the estimated sums to be raised from voluntary subscription. This was recognised, but it was noted that Staff functions covered a wide field, and were not solely engaged in fund-raising.

(c) Leave Regulations. Approval in principle was given to the proposed Staff Leave Regulations being placed before the Executive for consideration.

The meeting terminated at 6.50 p.m.

Date ..... (CHAIRMAN)

JOHANNESBURG

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SECRET

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Dr. Donnolly was asked to speak to his report.

In relation to the proposals in this report, the necessary amendments to the revised budget were tabled, showing how the plan would be applied in respect of Regional administration, to 30/6/49, at the same time curtailing the scope of "National" objectives, and catering for a surplus of £2,436 which should be reserved for provision of the capital costs of the Roll of Honour and possible Shrine.

Full discussion ensued, in which the Chairman pointed out that the Committee had previously given serious thought to the Foundation's financial problems, while awaiting the Government's decision. It was important to focus the Committee's attention on Financial implications, rather than on matters of policy, in respect of which Executive decision was required. A letter from Dr. Anning, dated 27/7/48, was tabled. The following points are particularly brought to the notice of the National Executive Committee:-

- (a) The terms of the Government's decision (as expressed in the letter from Dr. Stals, above referred to) in signifying its intention to honour the previous Government's

promise/

promise of a grant of £25,000.

- (b) The emphasis that in any future approach, the Foundation would be regarded as of no greater status than any other Voluntary Social Welfare organisation.
- (c) The stress, in the pen-ultimate paragraph, of the phrase "spontaneous support accorded its appeal for funds by the public".
- (d) The Committee accepts the implications in the Government's response, in recognising the possibility of an absence of future support apart from normal subsidies, and is agreed on the financial aspects of Plan 'B', and recom-  
mends these to the Executive Committee in broad principle for their consideration and decision of matters of policy involved, at the same time stressing the urgency of the whole situation.
- (e) Appeal: Dr. Anning's recommendation was noted, namely that an early start should be made on a National Appeal, in terms of decisions previously taken (both in Executive Committee and as desired by the Board of Trustees). The suggestion that another approach be made to Sir Ernest Oppenheimer was recorded; (Dr. Anning had asked the Director for a brief statement of achievement).

The value of visible projects and objectives was stressed, in the promotion of an appeal, as against the more "nebulous" objectives which had proved unattractive to the Public's imagination.

The disappointing response in certain areas was noted. (This in relation to the "National appeal by Infiltration" now in progress regionally).

This Committee deplores the failure, on the part of the Foundation, to promote a proper National Appeal, and recognises that after three years the prospect of success has dwindled, with the evaporation of popular sentiment.

- (f) In the suggested contraction of the Foundation's operations, involving the temporary closing of certain regional offices, it was suggested in the interests of economy that the National Committees and Headquarters staff should administer such regions (in recess), retaining interested members of committees in the regions concerned, in a consultative capacity.

(Note. Insert in report (p.4) item XI: "To carry out all necessary staff duties etc. in re: Regions temporarily in recess, acting in co-operation with Regional consultants").

- (g) Ref. p. 1 of report, Dr. Anning's letter, and letter from the Minister of Health: The suggestion to make an urgent approach to the Prime Minister for a substantial grant in favour of "The National War Memorial", is referred to the Executive for decision.
- (h) The Committee desired that an assurance of protection of the Staff's interests be given in regard to any proposals for retrenchment.
- (i) It was noted that Mr. Orr would consider acceptance of the proposed post, on a month to month basis only.

3. MAJOR GENERAL POOLE: Resignation noted with deep regret.

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