

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).
 - (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.

- | | |
|--|-----------------------|
| (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. Bagshaw-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

JOHANNESBURG.

.....
(CHAIRMAN)

/JG.

**NATIONAL
WAR MEMORIAL
HEALTH FOUNDATION**

TELEPHONES 22-0406 (SEC.)
22-8941 EXT 48 & 106
P.O. BOX 8446 (APPEAL)
TELEGRAMS: "MEMORIAL"



**NASIONALE
OORLOGSGEDENKSTIGTING
VIR GESONDHEID**

TELEFONE 22-0406 (SEK.)
22-8941 UIT. 48 & 106
POSBUS 8446 (BEROEP)
TELEGRAMME: "MEMORIAL"

HUT 7 & 8
GEBOU

UNION GROUND
UNIEGROND

JOHANNESBURG

Patrons-in-Chief:
Hoofbeskermheer-vrou:

Their Excellencies the Governor-General the Rt. Honourable G. Brand Van Zyl, P.C., and Mrs. Van Zyl.
Hul Eksellensies die Goeverneur-Generaal die Hooged. G. Brand Van Zyl, P.C., en Mevr. Van Zyl.

Appeal Patrons:

Oproep Beskermhere:

The Honourable ~~the~~ representatives of the Cape, Orange Free State, Natal and Transvaal Provinces.
Die Edelagbare die Administrateurs van die Kaap, Oranje Vrystaat, Natal en Transvaal Provinsies.

National President:
Nasionale President:

The Rt. Honourable N. J. de Wet, P.C., K.C.
Die Hooged. N. J. de Wet, P.C., K.C.

TO THE MEMBERS OF THE NATIONAL

EXECUTIVE COMMITTEE.

30th July, 1948.

URGENT & CONFIDENTIAL

GOVERNMENT NEGOTIATIONS AND THE FOUNDATION'S
ORGANISATION.

As you know, the Foundation's deputation was received by the Minister of Health on 19th July, 1948; and the outcome of the Foundation's representations is contained in a letter received from him under date 27th July, 1948, copy of which accompanies the attached confidential report dated 30th July, 1948, submitted by the Director and the undersigned on the Foundation's organisation. These documents, after consideration by the National Finance Committee on 4th August, 1948, will be dealt with under Item 3 "Government Negotiations" of the agenda for the meeting of the National Executive Committee on Friday, 6th August, 1948, at 4.30 p.m.

In view of the vital importance of this matter, the Chairman of the National Executive Committee has instructed me to invite the members of the Board of Trustees to attend the meeting of the National Executive Committee, and to request all members of the Committee to make every effort to attend. In particular, if Regional Chairmen are not able to be present, it is earnestly hoped that alternate arrangements will be made for their Regions to be represented at the meeting.

A. Norton

(A. Norton)
NATIONAL SECRETARY.

Enclosures.

AN/JG.

CONFIDENTIAL.

NATIONAL WAR MEMORIAL HEALTH FOUNDATION.

REPORT TO THE NATIONAL FINANCE AND NATIONAL
EXECUTIVE COMMITTEES.

THE FOUNDATION'S ORGANISATION.

The Foundation's policy has been largely determined by the moral and financial support it has enjoyed in the past and was expecting in the future from the Smuts Government in terms of "pledges" by the former Prime Minister, General Smuts, and the former Minister of Health, Dr. Henry Gluckman. General Smuts and other prominent members of his Government publicly declared themselves in support of the Foundation from its very inception; and, as the Foundation's promotive health function stems directly from the Gluckman (National Health Services Commission) Report, the support of the Ministry of Health was a sine qua non and doubly assured.

The Smuts Government, in addition to granting the Foundation £2,000 for 1946/47 in lieu of free franking, telephones, accommodation and travelling concessions, had promised an amount of £25,000 for 1948/49 to tide the Foundation over, pending the launching of the National Appeal. Of this amount only £2,000 has so far been received and the balance of £23,000 was expected after presentation of the deferred Government Budget in August or September, 1948. Further, in advising the Foundation of the grant of £25,000, the then Minister of Health stated in writing that, over and above this grant, the Government still stood by the commitment of its earlier statement with regard to the aims and objects of the Foundation, as follows :-

"The Government may itself decide to contribute to the funds of the Foundation if by the magnitude of its spontaneous contributions the public gives proof that the Foundation has correctly interpreted the mind of the people as to the appropriate form of the country's national war memorial."

The Smuts Government was superseded by the Nationalist Government at the end of May and on 7th June, 1948, the Foundation, with a view to ascertaining the new Government's attitude, requested the Minister to receive a deputation at the earliest possible date. The deputation was eventually received by the Minister of Health on 19th July, 1948, the outcome of which is contained in the attached copy of letter (dated 27th July, 1948) now received from the Minister. In brief, it appears that the Foundation will receive the balance of £23,000 still outstanding from the former Government's grant of £25,000; that the normal subsidies in respect of approved specific projects will be available to the Foundation through the various Government Departments, but that, as regards the future, there is little prospect of the Foundation receiving any financial consideration other than that enjoyed by any voluntary organisation operating in the same field.

With a view to being prepared for every possible contingency, the Director and National Secretary submitted on 18th June, 1948, a confidential report to the National Finance Committee, making recommendations for the continuance of the Foundation's organisation in any eventuality. The National Finance Committee noted the report for consideration later in the light of the Government's decision. This is now known and was anticipated per Plan "B" of that report, which is reiterated and elaborated in terms of the following recommendations :-

1. That those Regions which desire and are able to continue in terms of the Revised Budgets (see para. 8 below) and in addition can "carry" their own staffs and other overheads as from the dates specified in the budgets, be requested to do so, the funds due to any Regions that cannot continue for the present being:-

(a) Placed in trust until such time as they are capable of revival,

and/or

(b) Allocated immediately to approved financial assistance projects of other organisations in the Regions concerned.

While it will be left largely to the Regions themselves to decide on what policy is to be adopted in each particular case, it is suggested that the Witwatersrand & Southern Transvaal, Cape South Western and Northern Transvaal Regions, and possibly the Cape Midlands and Cape Eastern Regions, will be able to continue and "carry" a core of paid staff, without which, it is contended, collections and technical activity would fall away drastically. On the face of past experience, it would seem that both the Natal Regions, the O.F.S. and Cape Northern Regions, would have no alternative but to adopt (a) and/or (b) above.

2. That, it being impossible in the absence of assured future financial assistance from the Government (other than ordinary subsidies) for the Foundation to continue its present national and more nebulous objectives on their present scale (particularly helping in the creation of a sound public opinion, education of the literate and illiterate in basic health matters, and increasing the supply of trained personnel), these objectives be confined primarily to the shrine of memory and roll of honour, the estimated cost to be met from the £23,000 from the Government.

As we see it, the above proposals will probably rebuild the Foundation more firmly on the basis of development almost entirely by means of and through specific projects with visual appeal to the public and its money and enjoying normal subsidies in terms of the Foundation's registration under the Welfare Organisations Act; and it is emphasised that a degree of the more nebulous but very important objectives of the Foundation will be achieved in this manner as well. In other words, there is no question of the Foundation shutting down on any of its objectives, but merely being forced to a different line of approach as the result of circumstances beyond its control. It is unfortunately a fact that, in the absence of adequate underwriting, the establishment of the Foundation on a full-scale National basis has not been possible. It is now for the Foundation to attempt to build up from the bottom in the same way as any other voluntary organisation - as in fact, the Government now apparently regards it. In any event, without proper underwriting of the Foundation, it was inevitable right from the very beginning that this would have to be the case in the end. Small donations from the public can be worked up into a considerable flow of money, but only in time. Such a flow is bound to be insufficient in the early years to support a National organisation of any magnitude. It is now essential for the problems confronting the Foundation to be faced realistically. The Foundation does not wish to become, and is not, just another charitable organisation. To reiterate, there is no question of the Foundation shutting down, but merely re-orientating its policy to accord with circumstances into which it has been

driven by a number of causes, including a lack of vision on the part of many. Some of these are the deeper issues and prejudices that have made progress difficult and will take time to eradicate, briefly :-

- (i) The colour issue, both as regards objectives and the non-colour bar Committee system.
- (ii) The lack in South Africa of a real spirit of service to the community.
- (iii) The lack in the Foundation of "snob" value and emotional appeal such, for example, as attaches to a hospital or clinic, or to, say, London House.
- (iv) The fact that what the Foundation stands for is in reality a relatively new concept to this country.
- (v) South Africa is not really ready for a fair deal for all and perhaps does not even want it.
- (vi) The upper 600,000 have all the facilities for an adequate Health Triangle and, in general, lack the moral conscience and ability to make the personal sacrifice necessary to provide these for persons not so fortunately placed.
- (vii) Progressively reduced capacity of the public to contribute in the face of post-war currency inflation and soaring cost of living.
- (viii) The public thinks we are overlapping with other organisations, and, anyway, considers that promotive health, if really necessary, is the Government's responsibility.
- (ix) The refusal in South Africa to face facts.
- (x) Lack of support by all ex-service personnel, particularly as sacred aspects appear to be mixed in the Foundation with utilitarian objectives.
- (xi) Lack of sufficient number of "right" people in the Foundation, especially the real workers.
- (xii) Lack of real Government recognition, including a clear definition of our field of action.
- (xiii) The international situation.

For the above reasons and many others, it is submitted that the Foundation has had great difficulty in spite of very hard effort, in maintaining sufficient interest throughout South Africa at the present stage, and that it is not therefore so much a matter of efficiency or not of National Headquarters, or of any Region.

3. That, in view of (2) above, the present Headquarters staff establishment be abolished as from the end of September, 1948, and only the services of an Accountant/Secretary, one Typiste and one Native clerk be retained (with the Director until his notice period terminates) for the following purposes :-

- (i) To preserve the national character of the Foundation.
- (ii) To enable the Regional Organisation, including Branches, to come under the umbrella of one registration by the Foundation under the Welfare Organisations Act.
- (iii) To safeguard the Foundation's Constitution and to comply with all statutory requirements.
- (iv) To effect the necessary accounting through the Trust Account, including the crediting of Regional Accounts.
- (v) To prepare the material for and to distribute the Foundation's monthly Bulletin, to which the Foundation is committed for a period of twelve months from June, 1948, through its undertaking with the advertisers and sponsors of the publication. (Attention is drawn to the particular and specialised work involved here).
- (vi) To carry out the necessary arrangements for the shrine of memory and roll of honour.
- (vii) To finalise all National matters now current.
- (viii) To maintain the central membership register.
- (ix) To convene the Annual General Meeting of members and National Council Meeting.
- (x) To carry out the instructions of the National Executive Committee and relative sub-Committees.

It will be appreciated that the above duties still involve a considerable amount of administration and, if they are to be effectively discharged by the proposed skeleton staff, the active assistance of suitably qualified voluntary workers will be essential, as will be assistance to Headquarters via the Witwatersrand & Southern Transvaal paid staff. Otherwise additional paid staff will have to be employed. In this connection, to reduce the volume of work, the possibility of combining certain Committees, with power to call on the services of consultants, might have to be considered. In any event, it will be appreciated that if a National Appeal is decided upon, funds would have to be specially set aside for this purpose and a staff appointed to handle the work. Incidentally, it would seem that a National Appeal on the basis of the proposals submitted in this report would have better prospects of success, judging from the results obtained through the present Regional appeals which are collecting money for specific visual objectives.

Despite the difficulties inherent in these proposals, it is considered that they are preferable to a suggestion made to the effect that there should still be a small central organising and directing headquarters (but larger than that envisaged in (3) above), and that the only staff in the Regions should be the technical staff concerned with the various projects. This is not considered practical. The sponsors of the projects would be reluctant to finance a central administration and, in any case, the projects themselves would tend to become isolated ventures with the controlling staff unable to operate much outside their own locality.

4. That Mr. J.C.D. Orr, the National Accountant, be offered the post of Accountant/Secretary under (3) above at a salary of £70 per month inclusive. It would, in any case, be necessary for Mr. Orr to remain on for a time in order to see through the impending audit of the Foundation's Accounts for the financial year ended 30th June, 1948.
5. That all members of the National Headquarters staff whose services become redundant under (3) above, and of those Regions which are not to continue, be given notice from 1st September, 1948, of termination of service in terms of their conditions of employment. Such employees not to be paid in lieu of notice but required to work out the period of notice, except that immediate release from the Foundation, with salary paid up to the last day worked, should be open to any member of the staff upon obtaining other employment; also, that any members who have leave accrued and due as at the date of termination of service receive payment in lieu thereof. Alternatively, it should be open to any such members to take leave equivalent to the outstanding period of notice.
6. That the early approval of the Board of Trustees be sought for the above.
7. That such Regions as are to continue should, in reviewing their individual staff establishments, consider the entire Foundation's staff as being in a pool and perhaps engage the services of any officials released by the scaling down of National Headquarters or the closing down, temporarily or otherwise, of certain Regions.
8. That, if the recommendations contained in this report are adopted, the recently Revised Budgets will have to be modified (as laid on the table) to give effect to the financial implications. These Budgets, implementing the realisation that Regions cannot or will not finance a central administration and important but national objectives, provide for the cost of such objectives and for overall National and Regional administration to be met ex-Treasury funds up to 30th June, 1949. Consequently, the proposed scaling down of National Headquarters and the closing of certain Regions at 30th September, 1948, will release certain funds, and convert the budgetted National deficit of £5,754 into a surplus of about £2,400 at 30th June, 1949, a saving of roughly £8,000, Regional surpluses remaining much the same as already budgetted for, namely £12,000 approximately.
9. That a carefully composed press statement should be prepared for issue at the earliest possible opportunity to the country and to all ex-service and other organisations and individuals concerned.

F.A. DONNOLLY.

DIRECTOR.

A. NORTON.

NATIONAL SECRETARY.

JOHANNESBURG.
30th July, 1948.

(Translated from Afrikaans)

UNION OF SOUTH AFRICA.

Ministry of Health,
Union Buildings,
PRETORIA.
27th July, 1948.

The Secretary,
National War Memorial Health Foundation,
P.O. Box 8446,
JOHANNESBURG.

Dear Sir,

I write in pursuance of the promise given to the deputation from the Memorial Foundation which met me last week.

In view of the fact that the previous Government promised the Foundation a special grant of £25,000 in respect of the current financial year and in view of the fact that this amount has already been placed on the Supplementary Budget for 1948/49, the present Government is prepared to allow the amount to stand. Of this amount £2,000 has already been paid. The balance of £23,000 will not be paid unless and until it has been confirmed by Parliament when the Budget is dealt with at the forthcoming session.

It must be clearly understood by your Foundation that the present Government views this grant in the same light as the former Government did, i.e. as a special dispensation aimed at helping the Foundation over a difficult period. It cannot be repeated in the coming years, but the Foundation will be treated on exactly the same basis as any other voluntary Social Welfare organisation. The grant for this year, if approved, shall be subject to the same conditions as were imposed by the former Government, i.e. that no portion thereof shall be used in respect of activities which are otherwise subsidisable from Treasury funds.

With regard to the request that the Foundation be recognised as the National War Memorial, it would appear as if this recognition has already been made by the former Government. It seems therefore unnecessary for the present Government to renew the recognition. In its capacity as a voluntary Social Welfare organisation, the present Government's attitude towards the Foundation is that it receives the usual recognition which it is entitled to by virtue of its registration under the Welfare Organisations Act (No. 40 of 1947); but in status and functions it does not differ from any other organisation (operating) in the same field.

The former Government, in its recognition of the Foundation as the National War Memorial, did not bind itself to give special financial support thereto as a National War Memorial, but only promised that it would consider the matter in the light of the spontaneous support accorded its appeal for funds by the public.

In view of the fact that the said Appeal has not yet been launched, it would be premature at this stage even to discuss what the present Government's attitude will be in regard to financial support for the Foundation as the National War Memorial, and in any case the grant of such support is a matter which falls outside any of the portfolios held by me, but is a matter which the Government as a whole must consider.

Yours faithfully,

(Sgd) A. J. STALS.

MINISTER OF EDUCATION,
HEALTH AND SOCIAL WELFARE.

/AMI.

DAA Please photocopy ✓
NATIONAL WAR MEMORIAL HEALTH FOUNDATION.

NATIONAL EXECUTIVE COMMITTEE.

NOTICE OF MEETING.

Notice is given that the next meeting of the National Executive Committee will be held in the Foundation's Offices, Hut No. 8, Union Grounds, Johannesburg, on FRIDAY, 6TH AUGUST, 1948, at 4.30 p.m. The Foundation's deputation was received yesterday by the Minister of Health and the Government's decision is expected by that date.

Hut No. 8, Union Grounds,
Johannesburg.
20th July, 1948.

A. Norton
(A. NORTON)
NATIONAL SECRETARY.

A G E N D A.

1. Confirmation of Minutes.
2. Major-General W.H.E. Poole, C.B., C.B.E., D.S.O.: Resignation, owing to departure for Germany, as National Vice-President and Chairman of the Board of Trustees.
3. Government Negotiations. To report.
4. Report of the Finance Committee. To be tabled.
 - (a) Developments arising out of (3) above.
 - (b) Routine.
5. Cape Midlands Region. Director to report.
6. Communications between Members of Regional Committees and Headquarters. To consider report, Annexure "A".
7. Appeal: (a) Johannesburg City Council. To report.
(b) Collection "Bells" and Membership Certificate Booklets. To consider report, Annexure "B".
8. Witwatersrand & S. Transvaal Region: Staff. To consider resolutions from this Region.
9. Staff Leave Regulations. To consider draft regulations, Annx. "C".
10. O.F.S. Region. National Secretary to report.
11. Director's Tour, Kimberley, 15th - 17th July, 1948.
To consider report, Annexure "D".
12. S.A. National Council for Maternal & Family Welfare. To confirm transfer from ordinary to organisation membership.
13. 36th S.A. Medical Congress, Pretoria, 26th - 31st July, 1948.
To report inability of Director to attend.
14. Nursery School Association of South Africa. To consider appointment of Miss M. Horrell (as alternate to Director) to attend Annual Central Committee meeting, East London, 27th - 28th September, 1948.
15. General.

REPORT TO THE NATIONAL EXECUTIVE COMMITTEE.

Communications between Members of
Regional Committees and
Headquarters.

In the interests of efficient administration, it has been the practice for some time for routine communications between Headquarters and members of Regional Committees to be forwarded through Regional Offices, but where direct correspondence has taken place and where appropriate and necessary, copies of such correspondence have been supplied to the Regional Offices concerned.

Again in the interests of efficient administration, it is highly advisable that the same procedure should apply in reverse, namely, that communications from members of Regional Committees to Headquarters should be forwarded through the respective Regional Offices or the latter supplied with copies of direct correspondence where appropriate, if necessary in confidence to the Regional Organisers concerned - but leaving quite unaffected, of course, the right of voluntary workers to communicate direct with Headquarters. It is emphasised that there is no desire to restrict in any way the right of free access to Headquarters at all times, but, for the sake of efficient administration, it is suggested that the Committee authorise the Chairman to write to the Chairmen of the various Regions on the above lines.

A. Norton

(A. NORTON)
NATIONAL SECRETARY.

AN/AMI.
JOHANNESBURG.
16th July, 1948.

REPORT TO THE NATIONAL EXECUTIVE COMMITTEE.(a) Membership Booklets.(b) Collection "Bells".

The use of membership booklets and collection "Bells" has not proved satisfactory and it was recently necessary to request Regional offices to withdraw them from general circulation. Despite the laying down of stringent regulations, both booklets and "Bells" have gone amissing, extreme difficulty is experienced in recovering these articles after general distribution and, apart from the necessary security being lacking, the administration involved in the issue, recording and collection of booklets and "Bells" far outweighs their monetary benefit to the Foundation.

As regards the membership booklets, it will be appreciated that these represent cash in circulation and that failure to account for them scrupulously has very serious implications. Quite a large number of these booklets has already gone astray, including a recent parcel of 48 booklets representing a potential value of £576. Further, great difficulty is often experienced and the cost of time and travelling incurred in recovering the membership booklets when required periodically for audit and other purposes. In one Region alone booklets to the potential value of no less than £4,992 were issued and attempts are now being made to recover them. The revenue from the booklets issued in this particular Region amounts to £210 and booklets to the potential value of £3,200 are still outstanding. Apart from the considerable amount of administrative work involved in recording and endeavouring to recover booklets in circulation, often entailing long journeys by motor transport, the auditors have reported unfavourably on the use of these booklets from the point of view of lack of security. In this connection, it is understood that the Red Cross Society also gave this scheme a trial some time ago but subsequently withdrew the books from general circulation and confined them to office use. It may be remembered that the Foundation introduced these booklets at the instigation of Mr. Scheepers, who was previously connected with the Red Cross. The position at the moment is that Regional offices have been instructed to confine the use of these booklets to members of the staff. It is hoped that the withdrawal of these booklets from general use will not prejudice membership enrolments which, so far as general canvassing in the future is concerned, will have to be by way of the membership forms now regularly incorporated in pamphlets.

So far as collection "Bells" are concerned, here again considerable administration is involved in recording, recalling and clearing the "Bells", very often involving personal travelling by the Foundation's staff over long distances, especially in areas like the Orange Free State, against which the average amount realised from the "Bells" is negligible. The really serious feature, however, is the fact that a number of "Bells" has been stolen or gone astray and in some cases the seals have been broken and the money removed by unauthorised persons. In theory the "Bells" should be chained to shop counters during the day, removed at night and placed in safe-keeping; in practice, however, this is too much to expect of shop assistants. "Bells", when called for, usually have to be retrieved from under shop counters, covered in dust and usually empty. It seems certain that the auditors will view the position with disfavour at their forthcoming audit. Moreover, it was the opinion of the Regional Organisers' Conference in December, 1947, that the use of collection "Bells" for general purposes was not an economic proposition. To quote one example, two members of a certain Region's staff spent two days collecting 39 "Bells" from various shops for a total amount of less than £10, an average of only 5/- per "Bell". The position at the moment is that Regions have been instructed that "Bells" are now to be used only under the direct supervision of the staff for special purposes, e.g. at public meetings or, where possible, for street collections.

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