

Good Morning.

Special Guests, Members of the Board, Family Members and Members of Staff, Residents and Day Workers welcome to our AGM.

Jonathan Ballett – Chairman Elinor Kern – Vice Chairman Nomvula Nkabinde - Treasurer Clive Smedmor - Secretary Philemon Komane - Board Member

Looking back at the year under review April 2022 - March 2023.....

Covid-19 seems like a distant memory now, but it was during this period that we were able to cautiously allow some freedom of movement, after the many long months of the lockdown, once the vaccine programme had been completed by the Midrand Department of Health.

NEW WORKSHOP

The work programme continued to operate from the temporary work spaces until August 2022, when with great excitement we saw the completion of our new workshop.

It is thanks to the design of our architect Warren Green and the excellent workmanship of our building contractor, Johan van Staden, that a workspace has been created that is warm, light and friendly, with an environment that makes us look forward to our working day.

We also now have a suitable storage area for the contract work which we hope will invite additional work from our companies and hopefully also some new work contracts.

The official opening of the new workshop was held on the 9th December 2022, with the officials and the marketing team from the National Lotteries Commission attending.

This very successful and well attended event was held in combination with the Novalis year-end party.

IN THE DAY PROGRAMME the number of attendees is currently 38, which comprises of 27 residents and 11 day participants. The bus continues to run from Linden to Midrand daily which enables a small group living in that area to attend. The number of participants coming in from other areas remains small, due to the location being very far for families to bring and fetch daily.

The **ACTIVITIES resulting** from the contract sales provide a structured day programme for those participating. This helps each one who enjoys being part of a commercial activity to develop a sense of purpose and self-worth. The income also assists the organization to meet running costs.

It is most important to find a balance in the work programmes, to keep everyone busy, motivated and feeling a sense of participation in an important and worthwhile activity. A diversity of needs and interests necessitates the provision of programmes to meet each individual as best as possible.

OTHER ACTIVITIES include

FOOD PLANNING AND PREPARATION: Groups are rotated in this programme to participate in the planning of the daily menus, shopping, and preparation of lunches and evening meals for the residence.

MAINTENANCE: The gardening and maintenance team keep the grounds well maintained. Duties include mowing the lawns, watering of the gardens, raking, sweeping, and wood chopping for the winter fires.

RECYCLING: The recycling project continues and brings in a small income. It provides education, stimulation and keeps those people busy who prefer to work outdoors.

HOME NURSERY: A small project has been started to propagate new plants from the Novalis gardens. Should this prove to be successful these can either be sold in the Charity Shop or can be used to enhance the gardens at Novalis.

Some of the attendees are ageing and becoming frail and are no longer able to contribute to a full day's work. These people cannot be put under pressure to meet deadlines to complete work contracts. Several also require individual care and support with activities of daily living. To accommodate these needs a special care house has been introduced to give these individuals a place where they can be quiet and restful during the day. A night shift has also been put into place for those who need night time monitoring.

CONTRACT SALES

The contract sales for the financial year **April 2022 to March 2023** amounted to **R 165 961**, reflecting a deficit of **R 56 039** against the budgeted amount of **R 222 000**.

Calibre Plastics (Pty) Ltd -Assembly of tap connectors	9 080
Nedbank Ltd - Mailing	3 378
Plastpro Scientific (Pty) Ltd – Assembly of sample bottles/test tubes	141 593
The Bespoke Amenities Company	11 910
GRAND TOTAL	165 961

The income from the work contracts has dropped significantly since December last year. This is mostly due to a delay in the renewal of work contracts from government laboratories with Plastpro Scientific.

POST BALANCE SHEET

As a result of this the contract sales for the financial year **April 2023 to September 2023** amount to **R 38 266**, which reflects a deficit of **R 51 734** against the budgeted amount of **R 90 000**.

Nedbank Ltd - Mailing	1 554.80
Plastpro Scientific (Pty) Ltd – Assembly of sample bottles/test tubes	29 020.80
The Bespoke Amenities Company	7 690.00
GRAND TOTAL	38 265.60

RESIDENCE

Although several difficulties were faced during this time, mainly as a result of staff challenges, the residence continues to do well with 27 full time residents, two regular respite care users and a staff complement of 25 fulltime staff members.

NOVALIS STAFF – The success of any organization depends on the commitment and dedication of its entire staff compliment. At Novalis we work as one team and no-one's role is seen as less important than the other's.

Sina, continues in her dual role of workshop manager and residential trainer, adding a wealth of support for our care staff and our beneficiaries, with her many years of experience in the field of intellectual disabilities. With several new staff members joining our team during this period, this training and support provides a vital need. We thank Sina for her ongoing passion, dedication and commitment to this work.

We thank the other members of staff who were part of our workshop team during this period - Ethel, Rocky and Joyce. In recent months they have also been supporting the residential programme.

In July this year Ethel moved over to the residence to take on a new challenge of Senior Careworker.

Rocky is currently spending Saturdays at the residence to support the weekend activities.

Joyce fills in when necessary as relief caregiver in the residence.

We welcomed Ellen to the workshop team as bus and workshop assistant to fill Ethel's previous position.

We thank Thato and Jeanette, who have continued to successfully oversee the running of the residence during this period, despite the many challenges of the staff changes.

We thank our nursing sister Irene Cowley who

- Provides "in service" training of staff
- Oversees the administration and record keeping of all medication
- Advises on medical care for beneficiaries when necessary
- Provides referrals to doctors and clinics
- Accompanies residents to the doctor when necessary

We thank

- our care staff and housemothers: Thembi and Joyce in the Main House, Salome and Elinah Yellow Cottage, Francina and Jeaneth in Lavender Cottage, Tiny, Pearl, Portia, and Nomsa in the Rose Cottage. We also have three casual care staff and cleaners, Maite, Frieda and Velephi who are called on when needed.
- Thandiwe is our permanent cook.
- our maintenance team - Michael, Stephen and Blessing who see to the maintenance of the property and the collection of our Woolworths donation and also assist with supervision of the gardening and recycling team.
- Rueben, Mthembu and Chris our security guards.

PSYCHO-SOCIAL SUPPORT SERVICES were provided for the beneficiaries and their families by, Lennon Chikumbirike, who left the organization in January to take up a new position in the UK. We welcome Fanafuthi Pule, who joined our team as social worker in June this year.

We thank our team for their contribution to a safe and happy place where our people can live and work and providing a level of care we can be proud of.
Thank you to the team that has been so busy in the last few days, preparing for our meeting today.

SPECIAL DAYS :

On **MANDELA DAY** there were two events:

- **Hyder Properties Developers** came to visit and donated Blankets and Biscuits.
- A wonderful celebration was held with the management and staff from the **WOOLWORTHS STORES, Crowthorne, Blue Hills, Cedar Square and Kyalami Corner, who provided the Braai, Fun Day and Food Donations**

ACTIVITIES / OUTINGS

- Saturday morning shopping
- Saturday afternoon braai
- Sunday 7 May - Horse riding with **Tamboti Riders** – at Novalis
- Saturday 27th May, **Special Olympics together with Rotary Club of Sandton** provided a Fun Day for 20 residents and staff at the Sandton Field and Study Centre. This is an annual event which is always very much enjoyed.

FUNDERS AND DONORS

We sincerely thank the NLC for their support throughout the past twenty years and most especially for helping us to achieve the building of our new workshop.

DEPARTMENT OF SOCIAL DEVELOPMENT – ongoing SUBSIDY

Funding received during this period in total – R 1 538 676

Workshop - R 336 672

Residence - R 1 202 004

Funding for the current financial year 2023 /2024 was approved

Residence - 33 beneficiaries and two care givers – **R 1 078 404**

Workshop - 23 beneficiaries and social worker post – **R 336 672**

ADDITIONAL FUNDING - DEPARTMENT OF SOCIAL DEVELOPMENT DISABILITY UNIT

At the end of February I received a surprise call from Bilqees Mohamed, who is our case manager at the Department of Social Development, to inform me that Novalis House had been selected to receive funding for a solar installation. A few days later I received another call from her to inform me of more good news, that we had also been approved for funding for security installations. We sincerely thank Bilqees for her wonderful support and guidance, her regular visits to Novalis and for keeping us on our toes.

The solar system was installed into the dining hall to ensure that our fridges and stoves remained fully operational during load shedding.

We are still in discussions with the installer to see how we can extend the current solar energy supply into more areas. This may require further capital investment.

The CCTV cameras have been installed and are fully operational. The possibility of “off-site” monitoring of the cameras is being looked into.

DONATIONS - 1st April 2022 – 31st March 2023

DSD – Solar Installations	250 000	
DSD – Security Installations	45 420	
RB Hagart Trust	250 000	
Family member - Anonymous	65 000	
GotGas - Regular supply of Gas	29 692	
Fuchs Foundation	10 000	
Hamish and Lorna Riddet	8 170	
Waterfall Valley & Hills	5 920	
UCT Respite Survey	500	
G vd Zwan	500	

FUND RAISING - 1st April 2022 – 31st March 2023

We thank everyone for their wonderful support with the sale of tickets for the Cake Raffle Dec 23	9 625
Woolworths My Village We thank our “My Village” supporters for swiping their cards when shopping at Woolworths and their partners – Builders Warehouse, Engen, Netstar, loot.co.za. Worksheet Cloud.	8 578
Charity Shop – we thank Glenda Rodd for her passion and drive to make this project succeed. She has been able to source many wonderful donations and together with Cathy Barrett run the shop on Tuesdays.	111 706

OTHER DONATIONS

STAFF GIFTS DEC 23 – R13 550 families of Novalis

Marion Rodd	Christmas Cake for the raffle
Donald Weir	Regular visits and take-away for everyone
Fiona Scholtz	Monthly DSTV contribution
Mike and Glenda Rodd	Installation of a solar light system in the MH lounge
Various Donors	Charity Shop items
Harriet Steenkamp	Knits Beanies and Bed Socks for winter each year

VOLUNTEERS

Glenda Rodd - Charity Shop

Cathy Barrett – Charity Shop

Mike Rodd- Piano on Sundays

Mary Alden – Nursing Sister from USA

Midrand Lions Club - Collection of donations from Spar bakery

Midrand Reporter

Johan van Staden

BOARD OF DIRECTORS

On behalf of the Novalis Family I wish to sincerely thank our Board members, for giving so generously of their time for sharing their expertise and for their ongoing commitment to serving on the Novalis board. I also would like to thank Leanne Smedmor for her valuable input with the improvement of our policies.

AMANDA ROODT - ACCOUNTANT

We thank Amanda Roodt, our accountant of twenty years, for her valued financial and administrative advice and support.

OUR BENEFICIARIES

We thank you all for your hard work in the workshop with packing and assembling the contract work, helping in the kitchen, helping in the garden and with the recycling and helping your housemothers in your houses. Thank you also for your kindness for those of your friends who need that little extra help. Novalis is a place that brings so much joy, despite so much adversity. It is you, who make it so. It is you who show us how to be happy despite facing the challenges that life gives us.

PARENTAL BODY

We thank you all for your encouragement and continued support for our work.

As we move into the second half of the current financial year we will remain focused on the growth and development of Novalis House and how to sustain the organization into the coming years, both financially and in strengthening the staff structure.

HOW YOU CAN HELP

As we make every effort to find ways of meeting the ever rising costs of running the facility, we ask you for your continued support for our various fund raising efforts,

Please help us to positively promote the organization to potential service users, so as to fill the vacancies in our residence and workshop.

Please help us identify potential donors.

The CHARITY SHOP is proving to be very successful and has enormous potential.

Please continue to spread the word wherever possible. We welcome any donations of clothing, linen, household items, furniture and appliances etc.

MY VILLAGE

Please keep shopping and tell your family members and friends about this very easy way to raise funds!

CONTRACT WORK

We appeal to you our families and friends to help us to source any new suitable work contracts for the workshop. Most of our beneficiaries love this work and enthusiastically look forward to the working day when there is a steady supply of work.

ANNUAL SHUTDOWN

The workshop will close for the annual shut down on the 15th December 23 and will re-open on the 8th January 2024. The residence will remain open throughout the festive season.

YEAR END PARTY

We look forward to our Year End Party later in the year. Once we have set the date it will be communicated to you. We hope to see you all on this fun day on our calendar.

Thank you for your attendance and thank you to everyone who supplied eats for today's meeting. We invite you all to join us for tea after the meeting.

Mary Owen - General Manager