

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

Jonathan Ballett – Chairman Elinor Kern – Vice Chairman Nomvula Nkabinde - Treasurer Clive Smedmor - Secretary Philemon Komane - Board Member Phil Hall - Board Member - Resigned
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During the year under review April 2021 - March 2022, we continued to navigate the threat of Covid-19. The vaccine programme started in July when the Midrand Department of Health brought the vaccine to Novalis. Once all our staff and 95% of our beneficiaries had been fully vaccinated, and as the situation had significantly improved during this period, restrictions were relaxed in mid-October, to allow some freedom of movement. There was great excitement when on the 23rd October, for the first times since the lockdown, our residents were able to enjoy an outing to Gillooly's Farm.

WORKSHOP

The work programme continued to operate from the temporary work spaces, in a section of the new dining hall, the old dining room of the Main House and the Amphitheatre. This was less than ideal but it prevented over-crowding and potential risks.

In SEPTEMBER 2020 a funding application was submitted to the NLC and at the beginning of March 2021 we received the wonderful news that R 2,528,000.00 had been approved for the construction of our new workshop. This was received into the Novalis account on the 18th June 2021, in one tranche.

Novalis has been funded by the lottery since 2004 for various projects, vehicles and general running costs. We sincerely thank the NLC for the support throughout the years and especially for helping us to achieve the building of our new workshop. A recent site inspection visit by the lottery officials proved to be a very positive one and we were encouraged by them to submit a further application as soon as the call for applications is open.

JOHAN VAN STADEN – SPECIAL RECOGNITION

Mr. Johan van Staden was appointed as the building contractor for the new workshop and the construction work began in April 2021. During the building process Johan fell ill and was hospitalised with severe Covid pneumonia. Fortunately he recovered and was able to continue with the building some months later. Johan has been a very good friend of Novalis House since it was founded and has greatly contributed to the success of the organisation in many ways. He was responsible for the construction of all the recent new buildings on the property, as well as several other repairs and maintenance projects over the years. Johan has decided that it is time to retire from any new building projects but he will continue to help us with general maintenance and small projects.

We wish to sincerely thank him on behalf of the board of Novalis, Management and Staff, our families and beneficiaries, for all his commitment and support for our work at Novalis through the years.

DEPARTMENT OF SOCIAL DEVELOPMENT DISABILITY UNIT - NEW VEHICLE AND TRAILER

On the 16th March 2021 we received the news that funding had been approved for a desperately needed new vehicle and on the 13th April 2021 R 521 000 was received into the account. We took delivery of the new Toyota Quantum Sesfikile 16 seater bus on 2nd June.

With the discount received from McCarthy Toyota Centurion we were able to buy a 7 foot trailer to provide a means for collecting our food donations. We thank Bilqees Mohamed our case manager, for her most valued support and guidance with this application.

NEW WORKSHOP

The past few months have been a very exciting time for Novalis as we saw the completion of our new workshop. Thanks to the design of our architect Warren Green a workspace has been created that is warm, light and friendly with an atmosphere that makes us look forward to our working day.

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

The work programme has been moved from the dining hall and other temporary work spaces to the new workshop. Everyone can now be accommodated in one area. Currently 42 people attend the day programme, 27 residents and 15 day workers. A sick room has been put into place for those who need to rest during the day. Being in one area has helped to ensure adequate supervision at all times during the working day.

THE DAY PROGRAMME

CONTRACT SALES

The total contract sales for the financial year **April 2021 to March 2022** amounted to R 196 183, reflecting a deficit of R 43 817 against the budgeted amount of R 240 000.

Calibre Plastics (Pty) Ltd -Assembly of tap connectors	27 681
Nedbank Ltd - Mailing	3 686
Plastpro Scientific (Pty) Ltd – Assembly of sample bottles/test tubes	151 424
The Bespoke Amenities Company	13 392
GRAND TOTAL	196 183

The total contract sales for the current financial year **April 2022 to October 2022** amount to R 129 225, reflecting a deficit of R275 against the budgeted amount of R 129 500.

Calibre Plastics (Pty) Ltd -Assembly of tap connectors	9 080
Nedbank Ltd - Mailing	2 532
Plastpro Scientific (Pty) Ltd – Assembly of sample bottles/test tubes	113 633
The Bespoke Amenities Company	3 980
GRAND TOTAL	129 225

OTHER ACTIVITIES

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 watering of the gardens, raking of leaves, 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.

RESIDENCE

New residents have been admitted bringing the numbers to 27 residents in full time care and 3 respite care users. Our residence remained a happy place despite the restrictions during the many lockdowns.

Recreational times were spent outdoors whenever possible. Special days and birthdays were celebrated, with social distancing and mask wearing keeping everyone protected.

Since the relaxation of Covid restrictions normal routine has returned to the residence.

The weekly Saturday afternoon braais are always a firm favourite and much looked forward to.

The recreational centre, where the work programme was previously being run from, has been freed up since the completion of the new workshop. This has created a lovely space where the beneficiaries can comfortably enjoy social activities.

KARAOKE PRACTICE

As it was noticed on Mandela Day when KPMG provided a Karaoke machine for the day, how much everyone enjoys showing their talents, a regular practice session has been started on Friday afternoons when Joseph is on duty, using our own music system. This provides a lot of fun for everyone and a happy way to end the week.

SUNDAY MUSIC

Mike Rodd has recently started visiting Novalis on some Sundays to play the piano for our residents.

RESIDENTS SHOPPING AT THE LOCAL SHOPPING CENTRE

Since the relaxation of Covid restrictions our residents are able to go out for Saturday shopping once more.

OUTINGS

These have recently been resumed, the favourite being picnics at Gillooly's Farm

SPECIAL DAYS

MANDELA DAY - KPMG

On the 29th July we were visited by the staff of KPMG who provided us with a fabulous Mandela Day celebration. The visitors interacted with all our beneficiaries and staff and provided food and drinks for everyone. The highlight of the day was the Karaoke machine. It arrived at 8am and was collected again in the late afternoon. This provided a lot of fun and entertainment for both the Novalis Family and the KPMG staff.

NOVALIS STAFF

Without dedicated and reliable staff, an organization such as ours cannot succeed.

Novalis operates with a staff complement of 27.

The workshop programme is overseen by our workshop manager Sina, who has worked in this field for over 40 years and started the adult programme 30 years ago in a classroom at Casa do Sol School.

We thank the workshop team Joyce, Ethel and Rocky for their commitment and hard work.

Lennon our social worker manager supports both the workshop and residential programme, Irene our nursing sister visits Novalis once a week and provides a very strong support for any medical needs.

The team leaders Thato, Joseph and Jeanette, oversee the running of the residence.

Our care staff and housemothers: Pearl and Tiny Main House, Salome and Elinah Yellow Cottage, Francina and Jeaneth in Lavender Cottage, Portia, Thembi, Elisa and Zanele in the Rose Cottage,.

Thandiwe our permanent cook

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.

We thank you all for your commitment to provide a level of care we can be proud of and a safe and happy place where our people can continue to live and work.

Thank you to the team that has been so busy in the last few days, preparing for our meeting today.

TRAINING AND DEVELOPMENT OF STAFF

Formal training was provided by the Department of Social Development for the care staff. This training was held virtually, and everyone who participated received a certificate. Revision of this training as well as training in all aspects of residential care is conducted by our nursing sister, Irene Cowley.

"In-Service" training continues, to ensure quality of care to the beneficiaries on all levels.

We thank Sina Nkwe for her continued commitment to staying on the property during the week and providing strong support and guidance to the residential staff.

We thank Wim Booysens from Rekopane fire for formal fire training for all the beneficiaries and staff.

STAFF MATTERS

We thank Simon Miyambo, our labour consultant, who presented a wonderful motivational talk to the staff on the 27th September 2022.

NURSING SERVICES

Besides the training of staff our nursing sister, Irene Cowley also

- Oversees the administration and record keeping of all medication
- Advises on medical care for beneficiaries when necessary
- Provides referrals to doctors and clinics

PSYCHO-SOCIAL SUPPORT SERVICES for the beneficiaries and their families are provided by our Social Work Manager, Lennon Chikumbirike. He connects daily with each beneficiary providing support and guidance when needed for the beneficiaries and care staff.

Lennon also conducts the Monthly Awareness Programmes.

FUNDERS AND DONORS

FUNDING:

We thank the DEPARTMENT OF SOCIAL DEVELOPMENT for their continued support. We are deeply grateful for the continued subsidies for both our residence and workshop.

We sincerely thank our case manager, Bilqees Mohamed for the support and guidance.

THE SUBSIDY received from April 2021 to March 2022

R1 493 856.00

- R 326 880 - WORKSHOP
- R 1 166 976 – RESIDENCE

This subsidy continued during the current financial year.

We have received funding for Quarters 1, 2 and 3 amounting to:

R1 154 007

- R 252 504 - WORKSHOP
- R 901 503 – RESIDENCE

We also thank the Department of Social Development for regular supplies of PPE.

We thank our donors: DONATIONS - 1st April 2021 - 31st March 2022 - R 612 573

This report will be pinned onto the website next week where details of the individual donors can be seen.

DONATIONS - 1st April 2021 – 31st March 2022

Hamish and Lorna Riddet	8 100	
Kyalami Ladies Golfers	7 500	(Purpose Bound for 2 Iron Press Machines)
Department of Social Development	521 000	(Purpose Bound for New Vehicle)
Justin & Irene Cowley	20 000	
Fuchs Foundation	10 000	
City Wire Financial (London)	20 373	
Elinor Kern	12 000	
M. Oppenheimer Daughters	12 000	
B. Grobler	1 600	
TOTAL	612 573	

OTHER DONATIONS - 1st April 2021 – 31st March 2022

Christmas Cake Raffle	8 030	
Staff Gifts	8 300	

FUND RAISING - 1st April 2021 – 31st March 2022

My Village	8 658	
Charity Shop	61 682	
TOTAL	70 340	

DONATIONS - April 2022 – October 2022

Hamish and Lorna Riddet	4 725	
Fuchs Foundation	10 000	
TOTAL	14 725	

FUND RAISING - April 2022 – October 2022

My Village	4 315	
Charity Shop	66 658	
TOTAL	70 973	

We continue to receive REGULAR FOOD DONATIONS

Woolworths - Crowthorne Shopping Centre	2 X per week
Woolworths - Dainfern Square	2 X per week
Carlswald Super Spar Bakery	2 X per week

These donations assist hugely to meet the ever increasing costs of providing adequate and nutritious food for our residents and staff.

OTHER DONATIONS

Marion Rodd	Christmas Cake for the raffle
Barry and Ruth Rodd	Book Shelves for the Book Shop
GotGas	Regular supply of Gas
Anthony and Candy Wilter	ILVE Gas Stove
Fiona Scholtz	Monthly DSTV contribution
Various Donors	Charity Shop items
Andy Smith	Lip Channel
Harriet Steenkamp	Knits Beanies and Bed Socks for winter each year

VOLUNTEERS

Glenda Rodd - Charity Shop

Cathy Barrett – Charity Shop

Ruth Rodd – Bookshop

Joan Ballett – Charity Shop

Mandy Brennan – Charity Shop

Mike Rodd- Piano on Sundays

Ingrid Adams – Sewing of Face Masks

Refilwe – Psychology Student – General Work

Mary Alden – Nursing Sister from USA

Midrand Lions Club - Collection of donations from Spar bakery

BOARD OF DIRECTORS

On behalf of the Novalis Family I wish to sincerely thank our Board of Directors for their encouragement, guidance and firm support and their ongoing commitment to serving on the Novalis board.

It is a great comfort to know that you are always only a phone call away when help and advice is needed.

AMANDA ROODT - ACCOUNTANT

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

OUR BENEFICIARIES

For the past two years you have not been able to attend the AGM and today we are really pleased to see you all taking part. We thank you your hard work helping Sina in the workshop with the contract work, helping Ethel and Thandiwe with the kitchen duties, helping our maintenance team with the gardens and the recycling and helping the housemothers with general cleaning, laundry and many other duties. Most of all we thank you for showing such caring for those who need a little extra help. It is touching to see how you help one another in various ways as we live together as one big family. It is especially so when we see you helping Stacey who is blind and needs help when going from place to place. Stacey is currently in hospital and we pray for her to get well soon.

PARENTAL BODY

We thank you our families, for your unwavering support and co-operation during the past two years of Covid and for helping us to keep our services running, despite the operational losses sustained due to the drop in income from fees, workshop activities and charity shop sales.

Although we find ourselves in a good position regarding growth in fixed assets, the cost of running our organisation is ever increasing, due to the rising cost of security services, Eskom, diesel costs to run the generator during load shedding, food and cleaning and maintenance of our property and vehicles.

The cost of human capital is our biggest expense, but this is where the value of the work we do lies. We have long serving staff members with vast experience in the field of intellectual disabilities, which is of immense value in providing a service where the special needs of our beneficiaries can be met in the best possible way.

As we find ourselves at the end of the 3rd quarter of the current financial year, every effort is being made to increase our income and to cut back on any unnecessary expenses. As we continue on our journey in the growth and development of Novalis House every effort needs to be made to meet our operational costs and we ask you for your support for our various fund raising efforts, to positively promote the organization to potential service users, so as to fill the vacancies in our residence and workshop, and to also help us identify potential donors.

CHARITY SHOP

This fund raising project is proving to be very successful and has enormous potential. The word is spreading and our shop customers are growing in numbers. Please help us to collect donations of clothing, linen, household items, furniture and appliances etc.

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

CONTRACT WORK

Although we continue to have a steady supply of work from our existing suppliers, we always need to look for new possibilities and appeal to you our families and friends to help us to source any new suitable work for our people.

ANNUAL SHUTDOWN

The workshop will close for the annual shut down on the 15th December 22 and will re-open on the 4th January 2023. The residence will remain open throughout the festive season.

YEAR END PARTY

This year we will be having our Year End Party on Friday 9th December. We will also be inviting the officials from the NLC to join us for the day, when we will officially open the new workshop building. We invite all our families to bring picnic baskets and join us for the day. There will be fires provided for anyone wanting to braai.

As the year draws to a close, we wish you all a safe and blessed festive season. Thank you to everyone who provided eats for today's meeting. Please join us for tea after the meeting.

Mary Owen - General Manager