

**DRAFT MINUTES OF OAA ANNUAL GENERAL MEETING HELD AT THE ACHIMOTA SCHOOL  
ASSEMBLY HALL ON SUNDAY 28<sup>TH</sup> NOVEMBER 2010**

	<b>ITEM</b>	<b>ACTION</b>
1.0	<b>PRESENT</b> One hundred and Thirty-six (136) Akoras were present. (See List Attached)	
2.0	<b>Opening</b> The President, Akora Sarah-Lynn Mansaray declared the meeting open at 3:33 pm and asked Akora Seth Ntifo to pray.	
3.0	<b>APOLOGIES</b> Apologies were received from Akoras Kwame Pianim (1957 Year Group), Kobla Awadzi (1956 Year Group), Joyce Aryee (1963 Year Group), Seth Dei (1963 Year Group), Josephine Engmann (1956), Nana Dufie Djantua Ahiaji (1971) and Emily Onuoha (1973 Year Group).	
4.0	<b>Welcome Address</b> Welcoming Akoras, the President thanked them for making time to attend the Meeting and expressed gratitude to Akoras for their support to the OAA during her tenure. She led the House to sing the School Hymn, "Grey City of the Outlaw's Hill".	
5.0	<b>CONFIRMATION AND ACCEPTANCE OF PREVIOUS AGM MINUTES AND MINUTES OF THE EXTRA-ORDINARY MINUTES OF 17<sup>TH</sup> APRIL 2009</b> <b>Corrections</b> <ul style="list-style-type: none"> <li>• Page 5, 2<sup>nd</sup> paragraph, bullet 4, "Akora Ernest Akore (1979)" was corrected to read; "Akora Ernest Akore (1976)"</li> <li>• It was pointed out that the list of Akoras present was not attached</li> </ul> <b>Corrections – 17<sup>th</sup> April 2009</b> <ul style="list-style-type: none"> <li>• Page 1, item, 2.0, 2<sup>nd</sup> paragraph, line 1, "Board not taken" was corrected to read; "Board had not taken"</li> <li>• Akora Brenda Semevo pointed out that the first sentence in item 2.0, 2<sup>nd</sup> paragraph was too strong (i.e. the word sabotage) and must be rephrased. It was argued that since that was the exact word used at the meeting it must be maintained as such.</li> </ul> After the corrections above, Akora Charlotte Brew-Graves (1953 Year Group) moved for the acceptance of the previous Meeting's minutes. Akora Yaa Achiaa Agyeman (1963 Year Group), seconded the motion.	
6.0	<b>ROLL-CALL</b> The Vice-President, Akora Harold Richardson (1976 Year Group) called the Roll of Year Groups. After the roll call the President thanked the House for the turn out.	
7.0	<b>ADOPTION OF THE AGENDA</b> The Agenda for the day was adopted.	
8.0	<b>MATTER ARISING OUT OF PREVIOUS MEETING'S MINUTES</b>	
8.1	<b>Achimota School Lands – Task Force</b> At the 2008 AGM, a School Lands Task Force was formed but they did not meet in spite of efforts made by the Secretariat. However, the Meeting was informed that the land cases were still in Court.  Akora Yvonne Sowah updated Akoras that the Fence Wall had begun and the squatters had asked that their deadline be extended.	
8.2	<b>Status of Committee on Autonomy</b> Akora Ernest Aryeetey of 1973 Year Group was nominated Chairman of the Autonomy Committee at the 2004 AGM. In 2006 the Committee presented its report to the AGM, then but Akora Aryeetey travelled and was not available to take it to the next level. As such work on the Autonomy did not continue.	
8.3	<b>OAA Constitution and Dues Card</b> It was reported that the OAA Constitution was available at the Alumni Office at the cost of Gh¢5.00 and dues cards were also ready.  <b>Comments</b> Akora Ntifo wondered why the Autonomy Committee did not continue to meet after Akora Prof. Aryeetey travelled. The President explained that the Committee was not a one-man-Committee,	

but they did not meet.

Akora William Ofori's concern was not just the land issues, but also encroachments and wanted to know whether the School had a site plan. It was answered that encroachment was being dealt with by the School and that the cases were in Court. Akora Kwasi Okoh, the School Board Chairman added that even though Achimota School land is big and that not all the land was in dispute. The case with the area from Green Hill towards the Achimota Hospital on the right had been lost in Court so the left side is where the fence wall was being built. Ministry of Forestry had been given the portion stretching along the Motorway to keep wild animals. In view of this, they will build a strong wall along the Motorway stretch to protect them. The School will then be lucky to have that portion covered. There is huge encroachment at 'The Folly', and when the School tried to demolish the structures they were given an injunction from the Court. Members of staff who went there were stoned. That case is also in Court and the School cannot do anything about it now.

Akora Brenda Semevo wanted to know whether there was a site plan covering the area demarcated for the building of the fence wall, and whether the School was appealing the case lost in Court. Akora Osei Kwame Agyeman explained that the School has a site plan and even though some portions of the land had been given out, but the School knows its boundaries. He said there was the need to protect the rest of the land.

The Board Chairman further explained that the Court had said clearly that the land belongs to the School and that the Owoo family should not have sold portions, but since buildings have already been built, it would not be fair to demolish them. He suggested the School consider losing those portions and concentrate on protecting the rest.

Akora Osafo pointed out that other individuals and institutions have been able to demolish buildings on their property and thought Achimota School could do same. He then suggested the School ask for compensation for the portions of land lost including what had been released to the Forestry Department.

On the question of the land released to the Forestry Department, Akora Okoh said the land is for the Government, and the School is a custodian of the land, therefore the Government has the right to use the land as and when needed. He cited example, saying that the sewerage system did not affect only the School but also surrounding communities.

There was a question that some Akoras bought portions of the land, but the land was not released to them, neither their monies refunded to them. Akora Pat Sogbodjor, the then Chairman of the School Land Protection Committee was called upon to answer the question. Akora Sogbodjor said he was surprised at the Akora who asked the question since he had not applied for a refund. All except two Akoras who bought plots of land had had their monies refunded to them. He explained that at the time of the selling of the lands, some people paid to the OAA and others to the School. All those who paid to the OAA have had their monies paid to them.

Akora Sandra was of the view that the School need not talk about appealing to the Court as land belongs to the Government. Akora Charlotte Brew-Graves said the Founders of the School had plans for the School which was programmed in phases and given to the School Council. Forestry was part of the School, but realizing that the land was too big for the School it was re-demarcated and that portion released to the Forestry Department in 1939 before the site plan was given to the School Council, now School Board of Governors.

After Akoras had commented on matters arising out of the minutes of 2008 AGM, the extraordinary meeting minutes of 17<sup>th</sup> April 2009 was also looked at. Akora R. O. Nartey moved for the acceptance of the minutes and was seconded by Akora Stanley Oppong.

	<p>Akora Brenda Semevo observed that page 1, of the ex-ordinary minutes, item 2.0, 2<sup>nd</sup> paragraph, first sentence had a strong word like sabotage which needed to be re-phrased. Akora Fred O. Engmann supported the move. Akora Edem Adzaku who was at the Year Groups' Reps' meeting when the statement was said pointed out that it was the true reflection of what was said. Akora Pat Sogbodjor, then a member of the School Board reacted that no such strong word was used.</p>	
<p>9.0 9.1</p>	<p><b>BUSINESS FOR THE DAY</b> <b>PRESIDENT'S ADDRESS</b></p> <p>The President led Akoras through her report. (copies were available in the folders).</p> <p>Highlights of the reports are as follows;</p> <ul style="list-style-type: none"> <li>• <u>Personnel</u> – During the period under review started with a full complement of staff; Akora Eunice Quarcoopome, of the 1975 Year Group, Executive Secretary, Akora Marian Crabbe, Administrative Assistant, Mr. Michael Nortey, Assistant Operations Coordinator who resigned his appointment in June 2009, Akora Gloria Wiredu agreed to join the staff as Assistant Operations Coordinator when her National Service with the OAA ended, Mr. Jacob Teye, Security man and Mr. Eric Mensah who stands in for Jacob on his days off on Sundays. The Executive Secretary was on a 3-month leave of absence and Akora Marian Crabbe acted as Executive Secretary.</li> <li>• <u>Equipment</u> - Equipment situation had improved slightly in the last term, Akora J. B. Danquah of the 1955 Year Group donated a PC and inkjet printer in October 2010. Akora Joe Ohemeng of the 1976 Year Group donated 2 split Air conditioners.</li> <li>• <u>Financing</u> – The finances of the Association continued to be dicey; Akoras were reminded to pay their dues, levies etc. The dues remain at Ghc60.00 per year per Akora and Year Groups' Levy to ASET Fund is Ghc500.00.</li> <li>• <u>Executive Committee</u> – Four members resigned and were replaced with Akoras Susan Adjorkor Boye Kumapley, (1985 Year Group) Yaw Osafo-Mafo, (1961 Year Group), Ata Koram (1960 Year Group). The Headmistress, ex-officio member was unable to attend meetings.</li> <li>• <u>The Year Groups' Representatives' Committee</u> - This Committee meets on the second Friday of every month. The decision to move the venue to the SSNIT Guest House had worked for a while. Attempts to implement quarterly lectures at these meetings could not be sustained.</li> <li>• <u>SUB-COMMITTEES – Finance and Administrative sub-Committee</u> - This Committee was headed by the Vice-President who developed an Alumni Office Operating Manual to guide the staff of the Office. Due to the Treasurer's continued absence from meeting the Association's budget was presented very late and was discussed in April 2009.</li> <li>• <u>Programmes and Fundraising Sub-Committee</u> – The Committee never got re-constituted.</li> <li>• <u>Awards and Archives Sub-Committee</u> – The Committee comprising Akoras Erskine-Graham, Ernest Osafo and Charlotte Brew-Graves did not meet.</li> <li>• <u>Projects Sub-Committee</u> – The Committee led by Akora Osei Agyeman, offered its services to both the OAA and the School. They evaluated projects on the School's Priority List, and gave guidelines to Year Groups when they chose projects for their alma mater.</li> <li>• <u>Sewerage Issues</u> – In February 2010 when the School sewerage problem came up and AMA threatened to close Achimota School down, an ad hoc Committee headed by Akora Osei Kwame Agyeman came to rescue.</li> </ul> <p><u>Events</u> – OAA Tea Party for Ancient Akoras – The event was held in 2009. The 2010 edition</p>	

	<p>was held at the Club House in June. About 20 Akoras had turned up, in spite of the heavy downpour on that day. Invitees were Akoras from the 1940 to 1960 Year Groups as well as younger Akoras.</p> <p><u>OAA Medical Outreach</u> – It was held in 2009 and 2010 at the Anumle Cluster of Schools. The 2009 appeared more successful. A decision to make the 2010 outreach a specialist Outreach was not realised.</p> <p><u>OAA Memorial Service</u> – In 2009, the Memorial Service was held for 37 Akoras, who had passed away and in 2010, it was held for 53 Akoras. The Aggrey Chapel was nearly full even though the students did not participate in this year’s service.</p> <p><u>OAA’s Reps on the School Board</u> - It was decided at an AGM that the President be one of the OAA’s two representatives on the School Board. The second representative was Akora Ernest Aryeetey. Unfortunately by the time of the Board’s reconstitution he had accepted an appointment outside the country so Akora Kobina Quansah replaced him.</p> <p>The President ended her report by thanking some Akoras who had been of assistance during her tenure of term as President.</p> <p><b>Comments</b> Akora Tetteh Padi was surprised that the President’s report did not capture the ‘Teachers’ Appreciation Day’ organized by the 1989 Year Group. The President apologized for the omission and mentioned that it was one of the most impressive OAA events she had witnessed.</p> <p>Akora Daniel Allan told the Meeting that the 1991 Year Group had visited Mr. Asiedu, a former Headmaster who had had stroke and had made a donation to him. The President thanked the Year Group and encouraged others to emulate their kind gesture.</p> <p>Akora Charlotte Brew-Graves appealed to Akoras to endeavour to make OAA House the best House for 2 reasons. She said the House, formerly Stopford House a Boys’ House had been re-named after OAA. OAA had helped the School from collapsing and again because the House had been renovated by the OAA.</p>	
9.2	<p><b>The Achimota School Endowment Trust Fund (ASET Fund) Report</b> Akora Charlotte Brew-Graves read the above report on behalf of Akora Seth Dei, Chairman of the Committee. She informed Akoras that Akora Seth Dei had contributed Ghc12,000.00 towards the running of the ASET Fund Office and the salary of the officer who will manage the Fund. In addition, he had released a furnished office to the Fund. Finally, she encouraged Akoras to hunt for an officer to manage the Fund’s Secretariat. After the presentation of the report Akoras accepted the report.</p>	
9.3	<p><b>Audited Accounts and Auditor’s Report (OAA)</b> The President thanked the Vice-President, Akora Harold Richardson for acting as Treasurer in addition to his responsibilities as Vice-President. Akora Richardson told the meeting that due to lack of logistics he had not included the year 2007 and 2008 in the report. The report covered only 2009, however 2007 and 2008 was reflected in the accounts. He then led members through the OAA Financial Statements for the year ended 31<sup>st</sup> December 2009. (Copies were made available)</p> <p>After the report had been presented, Akora Ekwow Spio-Garbrah wanted to know whether Funds solicited by Akoras in the diaspora are consolidated in the Accounts of the OAA.</p> <p>Akora Daniel Allan said even though it was necessary to increase OAA dues, he thought the sharp increment from Ghc5.00 a year to Ghc60.00 a year was a lot. Again, he did not see the School’s Arboretum in any of the projects undertaken. He suggested that Decade Groups could be formed to take up big projects that otherwise could not be adopted by a Year Group.</p>	

	<p>Akora Joel Ampofo noticed that other OAA Branches solicit Funds in the Name of OAA but do not submit their accounts to be audited. Akora Charlotte Brew-Graves explained that OAA UK is a Trust set up mainly for the School; due to legal implications monies collected needed to be spent within the year received. The AC 2010 feels an entity on their own and do not have any intension to pass money onto OAA in Ghana. The meeting agreed to pass a motion to be circulated to all branches on the issue.</p> <p>Akora Michel Amoah corrected a perception not in his official capacity as AC2010 member. He said as much as the Group needed to abide by rules of OAA, there are legalities which prevent them from sending money to the OAA. They needed to find ways to support OAA activities. The President read from the OAA Constitution Rule 16.4 "<i>The Secretary of each Region, Branch or Year Group of the Association shall send each year to the Executive Secretary of the Old Achimotan Association, an annual report on the activities of his Group for the current year one month prior to the Annual General Meeting of the Association, together with a list of members indicating the dues payment status of each member.</i>" The President explained further that Akora Spio-Garbrah was not asking for money but financial report).</p> <p>Akora Kobina Quansah referred to page 3 of the OAA Financial Statement "less loan (Ghc10,000.00) and wanted to know whether that related to the diaries ordered by the OAA. The President explained that the OAA had borrowed money from an Akora and also the ASET Fund as part payments for diaries to be ordered, unfortunately the diaries had arrived very late with a lot of errors as such they could not be sold. The loans are still outstanding. Akora Joel Nettey wanted to know whether the diaries had come with blank date columns which they could be sold; he also wanted to know whether the errors were by the OAA or the printers. He suggested that if the errors were by the printers then it should be returned to them for correction. The President answered that the errors were made by the printers, she had returned them for corrections but they were still returned with errors. Akora Brenda Semevo wanted to know whether there was any terms of reference and also whether full payment was made. Akora Deborah Quartey was of the views that since Akoras do not know how many diaries were ordered, how much had been paid and who the supplier was, they should be treated as a bad debt. Akora Kobina Quansah reacted that the OAA does not have the capacity to write off debts. He stressed the need for the OAA to pay off the debt. He suggested the diaries be sold at Ghc10.00 to defray the cost. The President told Akoras that Akora Theo Agyemang of the 1996 Year Group was the contact person for the diaries. There was suggestion that the issue be deferred to the in-coming executive committee to deal with. This was accepted. Akora Edem Adzaku moved for the subject to be deferred to the in-coming executive committee and it was seconded by Akora Ken Quartey.</p> <p><b>Motion for acceptance of Audited Accounts 2008/2009</b> After the presentation of the report, Akora Edem Adzaku (1992 Year Group) moved for the acceptance of the Audited Accounts, and was seconded by Akora Ken Quartey (1978) Year Group). This was accepted by the whole House.</p>	
9.4	<p><b>Audited Accounts and Auditor's Report (ASET Fund)</b> The Vice-President led Akoras through the ASET Fund Financial Statement for the year 2008 and 2009 (Copies of report available in the folders). After the presentation Akora Spio-Garbrah moved a motion which was seconded by Akora Kobina Quansah that all OAA Branches raising Funds in the name of the OAA submit annual reports to the Association.</p> <p>Akora Daniel Allan moved for the Ghc10,000.00 for Diaries to be deferred to a committee to look at and it was seconded by Akora Deborah Quartey.</p>	
9.5	<p><b>Motion for ratification of Audit Fees for 2008/2009</b> Akoras were informed that the Auditors fees for 2008/2009 was Gh¢2,000.00 for the Old Achimotan Association, and ¢2,000,000 for ASET Fund. Akora Daniel Allan (1991 Year Group) moved for the ratification of the Audit fees for 2006 and 2007 and was seconded by Akora Yaw Ampofo (1990 Year Group). This was unanimously agreed.</p>	

9.6	<p><b>Headmistress' Report</b> The President reported that for the first time the Headmistress did not present report to the AGM.</p>																									
9.7	<p><b>Induction of Outstanding Year Groups</b> The President declared all outstanding Year Groups inducted.</p>																									
10.0	<p><b>Election of New Executive and Handing Over</b> Akora Stanley Okoh moved that the meeting organize the Elections before the Open Forum and it was seconded by Akora Yaw Ampofo. Akora Brenda Semevo of the 1991 Year Group was elected Electoral Commissioner and she was assisted by Akora R. O. Nartey of the 1956 Year Group. It was pointed out that Akoras be fully paid up before being allowed to vote. Akora Joel Nettey said it is not in the Constitution. Akora Semevo recommended that since it is not in the Constitution all Akoras are qualified to cast their votes. A question on proxy vote was raised and the Electoral Commissioner said provision had not been made for that. She then called for nominations for the President position. The total number of Akoras present were 135, and 3 names were received for the position of President;</p> <ol style="list-style-type: none"> <li>1. Akora Nana Kwesi Asante Sakyi (1969 Year Group)</li> <li>2. Akora Kwame Pianim (1957 Year Group). Even though he was not present, an authority note had been on his behalf.</li> <li>3. Akora Harold Richardson</li> </ol> <p>After Akoras had cast their votes, Akora Kwame Pianim had 85 Akoras vote in his favour. Akora Nana Asante Sakyi had 34 votes and Akora Harold Richardson had 15 votes.</p> <p>There were 2 nominations for the position of Vice-President;</p> <ol style="list-style-type: none"> <li>1. Akora Harold Richardson (1976 Year Group) and</li> <li>2. Akora Max Vardon (1969 Year Group)</li> </ol> <p>After the votes had been casted Akora Harold Richardson had 100 Akoras vote in his favour and 29 votes for Akora Max Vardon</p> <p>There was one nomination for the Treasurer's position; Akora Neil Armstrong Motagbe. 98 Akoras voted for him.</p> <p>Apart from the three ex-officio members; i.e. the</p> <ol style="list-style-type: none"> <li>1. Executive Secretary,</li> <li>2. The Headmistress and</li> <li>3. The Immediate Past President</li> </ol> <p>the following Akoras had enough votes in favour of them to be members of the executive committee;</p> <ol style="list-style-type: none"> <li>1. Akora Osei Kwame Agyeman (1975 Year Group)</li> <li>2. Akora Joseph Ampofo (1991 Year Group)</li> <li>3. Akora William Ofori (1984 Year Group)</li> <li>4. Akora Ken Quartey (1978 Year Group)</li> <li>5. Akora Asante Sakyi (1969 Year Group)</li> <li>6. Akora Sigismund Dzeble (1983 Year Group)</li> <li>7. Akora Carol Annang (1983 Year Group)</li> <li>8. Akora Kwame Adusa Amankwah (1989 Year Group)</li> </ol> <p>After the voting the following new Executive was announced;</p> <table border="0" style="width: 100%;"> <tr> <td>1. Akora Kwame Pianim</td> <td>-</td> <td>President</td> </tr> <tr> <td>2. Akora Harold Richardson</td> <td>-</td> <td>Vice-President</td> </tr> <tr> <td>3. Akora Neil Armstrong Motagbe</td> <td>-</td> <td>Treasurer</td> </tr> <tr> <td>4. Akora Osei Kwame Agyeman</td> <td>-</td> <td>Member</td> </tr> <tr> <td>5. Akora Joseph Ampofo</td> <td>-</td> <td>Member</td> </tr> <tr> <td>6. Akora William Ofori</td> <td>-</td> <td>Member</td> </tr> <tr> <td>7. Akora Ken Quartey</td> <td>-</td> <td>Member</td> </tr> <tr> <td>8. Akora Asante Sakyi</td> <td>-</td> <td>Member</td> </tr> </table>	1. Akora Kwame Pianim	-	President	2. Akora Harold Richardson	-	Vice-President	3. Akora Neil Armstrong Motagbe	-	Treasurer	4. Akora Osei Kwame Agyeman	-	Member	5. Akora Joseph Ampofo	-	Member	6. Akora William Ofori	-	Member	7. Akora Ken Quartey	-	Member	8. Akora Asante Sakyi	-	Member	
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	<p>9. Akora Sigismund Dzeble - Member</p> <p>10. Akora Carol Annang - Member</p> <p>11. Akora Kwame Adusa Amankwah- Member</p> <p>12. Executive Secretary, - (ex-officio member)</p> <p>13. The Headmistress - (ex-officio member)</p> <p>14. The Immediate Past President - (ex-officio member)</p>	
11.0	<b>Open Forum</b>	
11.1	<p><b>Dues/Donation Card</b></p> <p>Akora Osafo (1958 Year Group) showed a copy of the dues card he had suggested previously to the meeting. He suggested donations be added to dues to enable very senior Akoras who have been exempted from paying dues yet are very rich to make donations to the OAA.</p>	
11.2	<p><b>Absence of Headmistress</b></p> <p>Akora Kwasi Kumah (1988 Year Group) referred to the absence of the Headmistress, the staff and students at the OAA Memorial Service and also about the harsh word 'sabotage' used by the President in her report about a query from School Board regarding a decision at 2008 AGM to organize elections during the Founders' Day and wanted to know whether there was any problem. The President answered that there was none</p>	
11.3	<p><b>OAA House</b></p> <p>Akora Chrys Placca (1978 Year Group) did not like the name OAA House because it sounded biased. He suggested the House be name after an illustrious Akora as OAA already has different project for which Year Groups have been engraved.</p>	
11.4	<p><b>Gap between Senior and Younger Akoras</b></p> <p>Akora Dominic Ankobia (2001 Year Group) inquired whether the OAA Executive could consider bridging the gap between the older and the younger Akoras. He suggested that Year Groups' meetings be not limited to class mates but various Year Groups to enable the senior ones nurture the younger Akoras. He also suggested that Akoras do not only concentrate on developing the School but also empower the younger Akoras by assisting with recruitments etc. so as to be able to contribute their quota to the School.</p>	
11.5	<p><b>Autonomy</b></p> <p>Akora Kwaku Bediako (1989 Year Group) shared these suggestions with the meeting. He said in an attempt to convince government to accept autonomy for Achimota School; even if it won't be a full autonomy, he had an idea about a basic school in Lome charging about \$26.00 per child. He assumed that if Achimota School could charge 6,000 dollars per child while about 1,000 students pay the full fees, the School will have about 6 million dollars per term. 2 million dollars will be used to look after the students; 2 million dollars for the GES to support other schools; 1 million of the free 2 million left could be used to pay scholarships for brilliant but needy children. 1 million dollar left could take care of maintenance of the School's properties.</p> <p>He said looking at Achimota School, about 70% of parents can afford to pay more than they are paying now if they are assured of better education. Labone Secondary School which is also in the centre of the city is a place that when elevated to have better image would attract people living around. Parents generally would like to have their wards admitted in schools close to them if they are assured of better education. These two Schools, Achimota and Labone owing to their locations, they can attract parents for their convenience sake.</p>	
18.0	<p><b>CLOSING</b></p> <p>Akora Huda Sangari (2009 Year Group) said the closing prayer and the meeting closed at 7:48 p.m. after which Akoras sung the School Song; "From Gambaga to Accra".</p> <p>.....</p> <p>Recorded by Marian Crabbe Admin Assistant</p> <p>.....</p> <p>Akora Sarah-Lynn Mansaray PRESIDENT, OAA</p>	

