

OAA ANNUAL GENERAL MEETING – MARCH 2013

REPORT OF THE BOARD OF TRUSTEES OF THE ACHIMOTA SCHOOL ENDOWMENT TRUST FUND

Trustees of the Fund submit their report for the period under review.

Membership

Members of the current Board are;

Akora S. K. Dei (1963)	-	Chairman
Akora Mrs. Charlotte Brew -Graves (1953)	-	Vice-Chairperson
Akora C. Abavana (1965)	-	Member
Akora S. Daisy (1960)	-	Member
Akora Dr. Mrs. Emily Onuoha (1973)	-	Member
Akora H. Richardson(1976)	-	Member
Akora G. Lartey (1976)	-	Member
Akora E. Akore (1976)	-	Member
Akora S. Dzeble (1983)	-	Member
Akora E. K. Okoh (1967)	-	School Board Chairman
Akora Kwame Pianim (1957)	-	OAA President
Akora N. Armstrong-Mortagbe (1987)	-	OAA Treasurer
Akora Ms. Eunice Quarcoopome (1975)	-	OAA Executive Secretary
Akora Mrs. Beatrice Adom (1975)	-	Headmistress

Duration of Office

Members who have served two terms of office are;

Akora Harold Richardson
Akora George Lartey
Akora Sigismund Dzeble

Meetings

Meetings were held regularly at Dei Centre and the Orangery.

Board Activities

The Board had a very difficult time with the collection of levies and contributions. It was concluded that our method of fundraising was haphazard and amateurish. In view of this the Board decided to recruit an Administrator to work in a systematic and

professional manner befitting an organisation such as the Achimota School Endowment Trust Fund.

The Board decided to draw up a Five Year Strategic Plan to give direction to sustainable fundraising. The Board with reference to article 12 of the Trust deed which states that "from time to time to make any regulations and provisions with regard to the conduct of their business formed an ad-hoc committee to draw up the strategic plan.

Members of the committee are;

Akora Mrs Brew-Graves	-	Convenor
Akora George Boi-Andoh	-	Member
Akora Robert Adu-Mante	-	Member
Akora Harold Richardson	-	Member
Akora Mrs. Sarah-Lynn Mansaray	-	Member
Akora Mrs. Korantema Adi-Darko	-	Member
Akora Clement Abavana	-	Member
Akora Ms. Eunice Quarcoopome	-	Executive Secretary

The first draft of the plan is completed. We present the Executive Summary to the meeting for comments.

The Administrator will take office by the end of April 2013.

Appeal to All OAA Members

The Board passionately appeals to all OAA members that when they are contacted by 'Collectors' to be appointed by the Trust Fund, they treat them with respect and dignity and crown their efforts by paying any levies or contributions expected of them.

ACHIMOTA SCHOOL ENDOWMENT TRUST FUND

SUMMARY STATEMENT OF AFFAIRS AS AT 31 DECEMBER

Accumulated Fund as at 2009 was	GH¢49,280
Accumulated Fund as at 2010 was	GH¢61,583
Accumulated Fund as at 2011 was	GH¢87,627
Accumulated Fund as at 2012 was	GH¢95,530

ACHIMOTA SCHOOL ENDOWMENT TRUST FUND

**FINANCIAL STATEMENTS FOR THE
YEAR ENDED 31ST DECEMBER 2012**

**BOSSMAN LARYEA & CO
CHARTERED ACCOUNTANTS
P. O. BOX 295
ABEKA - ACCRA**

ACHIMOTA SCHOOL ENDOWMENT TRUST FUND

REPORT OF THE AUDITORS TO THE ACHIMOTA SCHOOL ENDOWMENT FUND

We have audited the attached financial statements which have been prepared under the historical cost convention and on the basis of the accounting policies set out in the notes.

These financial statements are the responsibility of the Fund's Trustees. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Accepted Auditing Standards which require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements.

An audit includes examining, on a test basis supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Trustees as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements give a true and fair view of the financial position of the Trust as at 31st December 2012 and of the results of its operations.


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BOSSMAN LARYEA & CO
CHARTERED ACCOUNTANTS

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