# DRAFT MINUTES OF OAA ANNUAL GENERAL MEETING HELD AT THE ACHIMOTA SCHOOL AGGREY MEMORIAL CHAPEL ON SUNDAY 28<sup>TH</sup> APRIL 2013

	ITEM	ACTION
1.0	PRESENT	
	Fifty (50) Akoras were present. (see list attached)	
2.0	Opening	
	The President, Akora Kwame Pianim declared the meeting open at 2:40 pm and asked Akora	
	Eunice Quarcoopome to pray.	
3.0	APOLOGIES	
	Apologies were received from Akoras Seth Ntifo (1962 Year Group), Joyce Aryee (1963 Year	
	Group), and Sarah-Lynn Mansaray (1965 Year Group).	
4.0	Welcome Address	
	The President welcomed Akoras and thanked them for making time to attend the resumed AGM.	
	He apologized for postponing the AGM from March to April. He led the House to sing the School	
	hymn, "Grey City of the Outlaws' Hill".	
5.0	CONFIRMATION AND ACCEPTANCE OF 2010 AGM MINUTES AND RECORD OF THE	
0.0	PROPOSED AGM MINUTES OF 10 <sup>TH</sup> MARCH 2013	
	Corrections – 10 <sup>TH</sup> March 2013	
	Page 1, item 1.0, number 3, "1961" was corrected to read; "1959"	
	Corrections – 28 <sup>th</sup> November 2010	
	Page 5, line 1, "Joel" was corrected to read; "Joe"	
	• Page 6, item 10.0, 2 <sup>nd</sup> paragraph line 1, "casted" was corrected to read; "cast"	
	After the corrections above, Akora Kwasi Okoh (1967 Year Group) moved for the acceptance of	
	the previous meeting's minutes. Akora Joel Nettey (1989 Year Group), seconded the motion.	
6.0	ROLL-CALL	
0.0	The Vice-President, Akora Harold Richardson (1976 Year Group) called the Roll of Decade	
	Groupings.	
7.0	ADOPTION OF THE AGENDA	
	The Agenda for the day was adopted.	
8.0	MATTER ARISING OUT OF THE PREVIOUS MEETING'S MINUTES	Executive
8.1	Apathy	Committee
	Akora Esi Gadegbeku suggested that the AGM be organised after an event such as the Founders'	
	Day to attract more people. Akora Brew-Graves reminded the meeting that the AGM and the	
	Memorial Service used to be organised on the same day, but it turned out that Akoras did not	
	stay after the Memorial Service to attend the AGM. Akora Joel Nettey suggested that the AGM	i .
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their branches of their dues from time to time. Akora Richardson referred to the Constitution which states that all Regional branches must ensure that dues collected are paid to the Executive Secretary or the Treasurer therefore it is expected that the instruction will be adhered to. The President reminded the Executive Secretary that he had asked that she writes to all Branches to inform them about dues payment. The Executive Secretary said she had already written to them. She was asked to write again, this time to stop them from using the crest until they are paid up. Akora A. D. Osei said he believes in cure than sanctions. Akora Daniel Allan disclosed to the meeting that some Akoras will like to pay their dues but they are afraid of the arrears they will be asked to pay. He was told that there is an amnesty; and that Akoras will have to pay 5 years dues to give them voting rights. This issue was discussed and concluded that the OAA Executive is in the process of making it possible to pay dues by several options which include mobile money services and direct payment into the OAA account. An overseas account has been opened with the Ghana International Bank which will in due course be linked to PayPal.

#### 9.0 BUSINESS FOR THE DAY 9.1 PRESIDENT'S REPORT

The President read his report to the House.

Highlights of the report are under listed:

- **a)** To reactivate the autonomy project in order to reposition Achimota School and Schools with strong alumni to contribute to the delivery of quality education in Ghana that will be second to none in the world, as was the case in the past.
- **b)** To improve Akora relations: social and commercial networking, among Akoras both in Ghana and the diaspora through the reactivation of the OAA Website and establishing our presence on the major social media platforms;
- **c)** To improve the coordination of our support for the School to make it sustainable and help build a projects maintenance awareness and culture.

He informed the Meeting that the Executive had made progress on all three fronts albeit less expeditiously than we initially anticipated. And it is largely for this reason that the Executive Committee was seeking mandate for the next couple of years to bring plans to completion or to a stage where the vision can be picked up, updated and brought to fruition by the next generation that is ready to assume the mantle to lead a rejuvenated and proactive OAA that acts as a united and coordinated force for the good of our School and for the welfare of the members of the old Achimotan Association, no matter wherever on the globe we find ourselves at any given time.

The OAA Executive has successfully rehabilitated and launched *the OAA Website* which those of you who are ICT savvy can attest is proving an effective platform for networking among Akoras. We have a presence on a wide range of the repertoire of major social media including Facebook, Twitter and LinkedIn. We intend to complete by adding YouTube using a our Gmail Account. We invite all Akoras to provide content for the Website by sending their events and its advertising and their activities so that we share them with each other. He expressed his gratitude to the Communications and Administration sub-Committee under Akora Sigismund Dzeble for the progress made and to Akora Allotey Pappoe who volunteered his time and expertise to get the Website project completed and launched.

The Executive had hoped that the availability of electronic media to link all of us both within Ghana and in the diaspora would have encouraged more participation in the decision-making processes of the Association. This did not happen even when the subject matter in question was the Constitution that regulates the governance, policy direction and the management of the affairs of our Association. Hopefully the coming years will see more active participation by members.

The Website offers members an opportunity and a wider choice for fulfilling a major membership obligation of paying their fees electronically. Those in Ghana may use Airtel or MTN Money while those abroad will soon be able to make payment through Ghana PayPal.

On *Project Autonomy* we are happy to report that the Project Independence sub-Committee of the OAA Executive, under the able leadership of Akora Ken Quartey, has made significant progress. We picked up and have built on the work started years ago by the indefatigable Akora K B Asante and more recently by Akora Ernest Aryeetey, Vice Chancellor of the University Ghana, Legon, whose Committee was established by the 2004 AGM and presented its landmark report to the 2006 AGM. Akora Quartey and his team have incorporated a not-for-profit company limited by guarantee for purposes of promoting a public- private partnership (PPA) framework where schools with similar historical traditions like Achimota School and with strong alumni association may opt to enter into a collaboration arrangement with the Government to secure some amount and different levels and degrees of autonomy for the funding and management of their Schools. The Government is expected to bring into the collaboration, the existing school infrastructure and assets while the participating alumni groups bring in capital for upgrading the infrastructure and structures and working capital for running and maintaining the schools. Some 70% of the enrolled students in the restructured schools will be expected to pay slightly more than full cost recovery fees to cover themselves as well as the other 30% to be selected through competitive examinations to be publicly organized for talented but needy students. The idea has been to encourage schools such as St Augustine, Mfantsipim, Holy Child, Wesley Girls, Prempeh College, Mawuli and Tamale Secondary Schools to leverage the spending power of their alumni to help government establish centres of excellence for pre-university education with minimal burden on the overloaded and increasingly limited public purse.

Initial exploratory contacts have been held with representatives of similar minded alumni of the targeted schools. Preliminary indications of the financial viability of the concept seem positively encouraging.

The next steps will include engaging the government and other stakeholders on the concept for acceptance as a PPP project under the government's PPA policy framework and registering it for consideration for implementation. We will need the support of all members of the OAA in the public discussion and debate that will surely ensue. We will need to streamline our fund raising capabilities in order to generate the minimum of \$5 million required initially to refurbish and upgrade the infrastructure and facilities to position ourselves as worthy partners of government in a PPA.

As part of the preparatory work on the autonomy project we will be researching how to identify Akoras and Akora-affiliated institutions numbering a minimum of 1,000 capable of and ready to give the equivalent of \$5,000 over a two year period. These will constitute the MEMBERS or quasi-shareholders of the restructured school. We will keep Akoras updated on developments as the project progresses. Needless to say, we invite and encourage your viewpoints and suggestions on all aspects including how to secure buy-in from stakeholders.

On the quantum and level of support for our School and its coordination for optimum impact, we are proud that Akoras have continued since the last AGM to give back to our Alma Mater most generously, to supplement government efforts to maintain our School under rather very challenging and overstretched budgetary conditions. A walk around the School compound provides ample testimony of the many projects Akoras have undertaken as Year Groups compete among themselves to outdo each other. This Year's 50<sup>th</sup> Anniversary celebrants demonstrated and exemplified the concern for project coordination and sustainability of efforts when they introduced the concept of a modular approach to the rehabilitation and upgrading of the laboratories and science buildings to be added upon and completed over the years by different year groups.

Your concerns raised at the last AGM over the encroachment of School lands, no doubt helped focus attention on this problem. It helped launch the fencing project to which Year Groups have been making financial contributions to implement. The Infrastructure and Development Committee has also been helping the School with mapping out the land in digital format with GPS referencing. It also assisted the School in the process of retrieving buildings occupied by Legon and CSIR for decades. They are working with the School to prepare a Master Plan of what the School might look like in the next two decades to guide the physical development of our School.

The close collaboration between the School and the Committee is exemplary and signifies what we should work to achieve in all domains of cooperation. For this we are grateful to the diligence and even-tempered nature of Akora Round (Osei Kwame Agyeman) and his excellent people skills.

To help improve the coordinating role of the OAA and its Secretariat, the Infrastructure and Development sub-Committee of the OAA Executive has also developed a template to guide Year Groups in the selection, appraisal, development and execution of projects including ensuring there is adequate provision made for maintenance of projects.

Attendance at OAA sponsored activities continues to be poor. This is probably largely because we have tended to look upon the raison d'etre of our Association as organizing support for our School. Or maybe we have lacked the resources and the ability to advertise the events widely. We need to work upon building the social network aspects of the Association and its member welfare dimensions. A gathering of Akoras of wide age group and of broad spectrum of professionals can only be good for business.

It is in order to reorient the objectives of the Association that we are asking the AGM to amend parts of our Constitution to make the promotion of the welfare of members an important objective.

We need to make the funding and resourcing of our Secretariat a major priority. We need to equip it with the right tools. After all, charity, it is said, must begin at home. I am challenging one of the celebrating Year Groups next year, to consider helping the OAA secure a vehicle, laptops and other office supplies and equipment for our staff to be able to do their work effectively. We need to improve upon the discharge of our financial obligations to our Association. How do we expect the OAA Secretariat to discharge its networking, coordinating and project monitoring functions with annual membership dues of GHS60 and only some less than 200 active payers to yield an annual fee income of around GHS 12,000? Where are the rest of the actively registered members of some 1,800? Where are the 21,000 members who could potentially be engaged as members? Where are the members of about 66 Year Groups? 55 of them active in varying degrees. How can we say we are proud of our Association when dues cover a mere one third of the wages and salaries of our employees? Where are the membership dues the many overseas and regional branches are supposed to collect and forward to the OAA Secretariat annually?

With our ability to build and update membership database we expect all branches to submit the list of their officers and members to the OAA Secretariat as well as membership dues on a regular basis if they expect to be recognized as proud and duly accredited members of the OAA family with access to put content on the OAA Website.

It is in order to create a sense of belonging and productive networking among members that we have approached the School board to consider allocating part of the School land to the OAA as part of the measures for securing the School lands and help the OAA build a secretariat and recreational centre befitting the status of the illustrious alumni of our School. Akora Round and his team are available to discuss aspects of the plan with interested members. The other

Committee chairs and members are also available during question time to respond to your concerns and clarify issues.

The next two years are going to be busy and defining moments in the life of our Association and I invite all of us both here and absent to become part of the process of change for repositioning the OAA. Let the word go out through you assembled here and those who will be viewing the AGM proceedings electronically on the Web, that a new and dynamic OAA is being repositioned to provide a platform for networking among Akoras and to become a partner of government for repositioning Achimota and similar Schools for delivery of pre-tertiary quality education with minimal budgetary burden on the limited and increasingly overstretched public coffers.

This is the vision of the OAA we offer and the realization of which we invite you to be an active partner. Achimota School must rise again. And it can, if we all unleash our tremendous individual and collective talents and resources in support of this laudable vision.

Let me end by expressing my appreciation to my colleague members of the Executive for their support. The committee chairpersons for their hard work. And let me single out my vice President, Akora Harold Richardson, for his devotion and loyalty to the OAA. He was always there for me whenever I needed his support. Just as he has been there for the OAA all these years; quietly but diligently discharging his duties! Akora, we will miss your concern for details, your diligence and unstinting commitment and loyalty to the OAA.

My appreciation also goes to the Year Groups and especially the Class of 1956 and their untiring Akora Senior Prefect Nartey who can always be counted upon to be present at meetings. And to the stalwart Asantes, the inimitable Akora K B Asante and Nana Dr S K B Asante, Omanhene of Asante Asokore, who always grace our events with their presence.

Thank you and may the Almighty continue to bless us and the OAA so that we remain a blessing to our School, our communities and others less privileged than ourselves.

## 9.2 **Discussions on President's Report**

Akora Prof Aryeetey thought that the President's report is rather seeking to change ownership of the School than seeking partnership. He preferred that the Achimota School partner government than owning the School. The "Association for Private-Public Partnership in Education" will be used as a vehicle to create awareness. The President explained that this proposal will make provision for 30% in-take to needy but brilliant students and the GES will be responsible for this selection.

Akora Brew-Graves gave a short history of how Akora K. B. Asante had worked on autonomy sometime ago; engaging some of the top schools such as Wesley Girls, Holy Child, Mawuli Secondary etc but wasn't successful. Later a Committee headed by Akora Prof Aryeetey submitted a report on autonomy. (President promised to circulated the report via email) Akora Brew-Graves thought it will be a difficult task to pursue.

Akora Spio-Garbrah suggested that a Committee be formed of Akoras who had served as Ministers of Education and other experts to look at the legal implications and how best to achieve the autonomy. Akora Spio-Garbrah continued that if the Government will have financial advantage it will not be difficult to accept. The President encouraged all to be on board to achieve the autonomy.

## 9.3 **Presentation by Infrastructure and Development sub-committee**

Akora William Ofori and Akora Osei Kwame Agyeman led the meeting through the presentation of the School's boundaries and mapping in digital form. This captures all Institutions on Achimota School lands; Achimota Hospital, Ghana Post, Police Station, Achimota Golf Club, University of Ghana Bungalows and private developers. University of Ghana has agreed to gradually hand over the bungalows to Achimota School as staff retire and leave the University. A mapping of the general layout capturing Sewerage system, road network, street light, drainage

Executive Secretary

Project Independe nce system, water supply etc. was captured. The mapping also showed portions of the encroached and undeveloped land.

Akoras were informed that the Committee was proposing to the School a facility Management programme; a system for the school to generate funds. The School Fence Wall project which had started from the entrance of Anumle, and an audit of Achimota School property and the state of its projects together with school authorities to ensure better coordination. A Standard Operating Manual will be launched as a guide to manage projects in the School.

### 9.4 **OAA Office Complex**

A letter had been sent to the School Board to request 5-acre plot of land to build an Office Complex to include offices, storage, archives a multipurpose hall, recreational facilities etc. for the OAA. The Projects Committee had proposed two sites and was waiting for selection and approval. A draft drawing of the proposed building which takes into consideration the character of the School's architecture was show to the meeting. Akora Brew-Graves drew members' attention to the fact that when Akora Rudwick was the Headmaster of the School, Girl Guides approached the School for land to put up a building and the Headmaster had power to give it out. Again Achimota Lodge was also given land to put up its building; she therefore does not see any problem giving out land to the OAA to build. Akora Kwasi Okoh assured the meeting that there will be no problem and that at their last meeting they had agreed and were looking for a suitable location. Akora Zaneta mentioned that archives expand over the years, and suggested that the OAA consider locating the storage and archives at the basement of the building.

## 9.5 Report from the Achimota School Endowment Trust Fund (ASET Fund)

Akora Charlotte Brew-Graves read the above report and on behalf of Akora Seth Dei, Chairman of the ASET Fund Committee wished Akoras a very successful meeting. Members who had served two terms of office were;

Akora Harold Richardson

Akora George Lartey and

Akora Sigismund Dzeble

Meetings were held regularly at Dei Centre and the Orangery. The Board found it very difficult with the collection of levies and contributions. It was concluded that the Committee's method of fundraising was haphazard and amateurish. In view of this the Board decided to recruit an Executive Secretary or Fund Administrator to assist the Officer to work in a systematic and professional manner. The Board decided to write a 5-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 write the strategic plan.

#### Members of the committee are;

Akora Mrs Brew-Graves - Convenor
Akora George Boi Andoh - Compile
Akora R. Adu-Mante - Member
Akora Harold Richardson - Member
Akora Sarah-Lynn Mansaray - Member
Akora Mrs. Korantema Adi Darko - Member
Akora C. Abayana - Member

Akora Eunice Ouarcoopome - Executive Secretary

The first draft of the plan is completed and the Executive Summary sent to the meeting for comments. The Fund Administrator will take office by the Second week of April.

The Trust Board passionately appeals to all OAA members that when they are contacted by the Fund levies and contributions collectors that they treat them with respect and dignity and crown it by paying the levies and contributions.

	After the report, Akora Carol Annang wondered whether the OAA and the ASET Fund cannot come together to liaise to raise funds so that it will not look like doing the same thing. The President explained that endowment does not mean going round to raise funds. He suggested convening a meeting to revisit the issue. He further stated that the OAA will need money to put up its Office complex and hence the need to come together to strategies on how best to approach it.	Finance Committee and Trustees
9.6	Presentation and consideration of Audited Accounts for 2010 and 2011 (OAA) The Vice-President, Akora Harold Richardson presented the Audited Accounts of the OAA for 2010 and 2011. (Copies were available in the folders). The Treasurer Akora Neil Armstrong Mortagbe will present the Audited Accounts for 2012.	
9.7	Presentation and consideration of the Achimota School Endowment Trust Fund Audited Accounts for 2010, 2011 and 2012 (ASET Fund)  The Vice-President led Akoras through the ASET Fund Audited Accounts for the year 2010, 2011 and 2012 (Copies of report were available in the folders).	
9.8	Motion for ratification of Audit Fees  After the presentation of the report, Akora Joel Nettey moved for the Executive to fix the Auditors fees, and was seconded by Akora Joseph Ampofo. This was accepted by the whole House.	Communications and Admin Committee
9.9	Proposed amendments to the Constitution  The President led the meeting through the proposed amendments and adopted as follows:  (Copies of report were available in the folders).	
9.10	With the exception of rule 1, 2, 8, 10, 12 and 17 the rest were amended as follows;  Rule 3a was rejected Rule 3b - "apply" was deleted Rule 1 - to delete "virtual"	
9.11	Election of Executive and Handing Over Akora Gloria Wiredu was appointed Electoral Commissioner. It was pointed out that Akoras be fully paid up before being allowed to vote. Akora Harold Richardson and Akora Neil Armstrong Mortagbe stepped down. Akora R. G. Adu-Mante and Akora Esi Gadegbeku were nominated and voted to join the Executive. Akora Carol Annang was nominated the Vice-President and Akora Adusa-Amankwa the Treasurer.	
	The following Akoras had enough votes in favour of them to be members of the executive committee;	
	<ol> <li>Akora Osei Kwame Agyeman (1975 Year Group)</li> <li>Akora Joseph Ampofo (1991 Year Group)</li> <li>Akora William Ofori (1984 Year Group)</li> <li>Akora Ken Quartey (1978 Year Group)</li> <li>Akora Asante Sakyi (1969 Year Group)</li> <li>Akora Sigismund Dzeble (1983 Year Group)</li> <li>Akora Carol Annang (1983 Year Group)</li> <li>Akora Kwame Adusa-Amankwa (1989 Year Group)</li> </ol>	
	After the voting the following Executive was announced;  1. Akora Kwame Pianim - President 2. Akora Carol Annang - Vice-President 3. Akora Adusa-Amankwa - Treasurer 4. Akora Asante Sakyi - Member 5. Akora R. G. Adu Mante - Member 6. Akora Osei Kwame Agyeman - Member 7. Akora Esi Gadegbeku - Member 8. Akora Ken Quartey - Member	

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	9. Akora Sigismund Dzeble - Member	
	10. Akora William Ofori - Member	
	11. Akora Joseph Ampofo - Member	
	12. Akora Eunice Quarcoopome - Executive Secretary	
	13. The Headmistress - (ex-officio member)	
	14. The Immediate Past President - (ex-officio member)	
10.0	OTHER BUSINESS	
10.1	Dues Collection	
	Akora Adwoa Steel suggested that the Secretariat use Year Group Secretaries to collect	
	dues. She was told that some Year Group Secretaries collect the dues but never pay to the	
	Secretariat.	
10.2	Attendance of Tertiary Group members at AGM	
	Since members of the tertiary institutions could organize themselves to attend Founders'	
	Day, they were advised to also attend AGM.	
10.3	1973 Year Group 40 <sup>th</sup> Anniversary	
	Akora Prof Aryeetey announced that the 1973 Year Group are planning their 40 <sup>th</sup> anniversary	
	after leaving school and are selling dinner tables at \$1,000.00 to raise funds.	
10.4	OAA Legon Chapter	
	The meeting was informed that the OAA Legon Chapter had organised activities to create	
	awareness and they are happy to announce that at their last meeting about 50 Akoras	
	attended. They asked that the Secretariat visit and also nurture them. Akora Gloria Wiredu	
	reminded them that she had been attending some of their activities.	
10.5	Induction into OAA	
	Akora Yaa Achiaa Agyemang wanted to know whether the event is still being carried out.	
	She was told that this year's induction had been scheduled for 12 <sup>th</sup> May 2013.	
10.6	CLOSING	
	Akoras sung the School Song; "From Gambaga to Accra" and shared the Grace to close the	
	meeting at 6:30 pm.	
	Recorded by Akora Kwame Pianim	
	Marian Crabbe PRESIDENT, OAA	
	Admin Assistant	
L	/ Milli / Molecule	