

# PEP Foundation AGM

(25 March 2011)

## IN ATTENDANCE

### **PEP Board:**

Nikolaus Suyasa (Founder, Front Officer, student competency coordinator)  
I Wayan Bagiada (Financial Controller, F&B service teacher),  
Darya Suparta (PEP Chairman, civil engineer),  
I Wayan Murga (PEP Secretary, Indonesian teacher)

### **SMK Payangan faculty:**

Ni Made Rusniati (Front office teacher, PEP accountant),  
Mr Wayan Renes, (SMK Payangan Principal)  
Sang Kompyang Adnyana (English)  
Dewi Dhyana Atmaningsih (Civics)  
I Nyoman Aryadi (administration)  
I Wayan Dana (P.E.)  
Ni Made Muliawati (Hinduism teacher)  
Igusti Ngurah Alit (English & Drawing),  
Ida Ayu Putu Roheni (Bahasa & Balinese)  
I Made Agus Yudana (Computing)  
I Putu Gede Widiada (Maths)

### **Advisory Board Members:**

William Melville-Rea, Lyn Melville-Rea, Stewart Melville, Doris Melville

### **Students Council Representatives:**

Putu Raini Widari, Luh Putu Pratiwi, Wayan Rismayanti, Putu Ayu Sulasmi

### **Apologies:**

Wayan Sudari, I Wayan Budiawan, (Board Members)

## AGENDA

1. Mr Renes (in Bahasa) Greetings and explanation of school needs.
2. Mr Niko Suyasa (in Bahasa) PEP Foundation Explanation for new SMK PGRI Payangan teachers. Mr. Renes was thanked for the improvement he has overseen at SMK PGRI Payangan – including the paved entrance and gaining government funding for 10 computers. It was recorded that the PEP Foundation is registered as **Yayasan Bali Sahaja** in Indonesia, not Yayasan Bali Citra Lestari as previously understood. Niko will organize the making of 3 Foundation legal stamps for use in Indonesia, Australia & Japan.
3. Board Members Introductions: Nikolaus Suyasa, Darya Suparta, I Wayan Murga, I Wayan Bagiada (accounts to be done by Ni Made Rusniati)
4. Lyn Melville-Rea reported that PEP Foundation Inc. was registered in Australia on 14

December 2010 (No. A0055435R). Application for ABN number completed. Stewart will confirm GST obligations for Australia and registering as a DGR (deductible gift recipient) A PEP booth at Osaka I.S. International Fair raised 18,870 JPY  
The PEP Foundation is providing internet access to 2 of those computers at a cost of 330,000 IDR/month. She has compiled a list of approximately 200 potential supporters/partners who will be contacted by email and/or phone in April 2011.

#### 5. Sahaja Training Center building plans

- a) stage 1 will begin in June 2011 and will either be the small building or the first floor of the main building, depending on funding.
- b) Mr Renes will appeal to the village elders, school families and teachers to help with demolition and preparation of the land for building in June.
- c) Alit said that during construction, the school will cope with 3 less classrooms by using the junior high classrooms or making morning and afternoon classes.
- d) Niko requested that 4 students in the AGM be excused from some classes for PEP promotions.

#### 6. Funding for Sahaja Training Center

- a) Appeals for support are to be sent this week to:
  - i) Most major hotels in Bali
  - ii) 100 or so corporations, non-profit organisations and government offices
  - iii) Individual supporters
  
- b) Wayan Renes submitted 2 funding proposals to the Indonesian Department of Education approximately 5 months ago. One proposal is for classrooms (400 million rupiah) The other proposal is for training equipment (150 million rupiah)
  
- c) The Melville-Rea's donated 124 million rupiah on 18 March 2011 and will donate another 124 million in July 2011. If other sponsorship is insufficient, the Melville-Rea's will guarantee up to a total of 500 million IDR.

#### 7. Advisory Board Recommendations:

- a) A small group will work with Mr. Wayan Rustiasa of Campuhan College to decide whether to use [www.givenow.com.au](http://www.givenow.com.au), <http://www.thankq.co.uk/> or a customized online system of record keeping that is uniform in Australia, Japan, and Indonesia. Until that decision is made, we will keep records using Excel.
  
- b) Quarterly Reports of income, expenditure (01 January, 01 April, 01 July, 01 October) to be sent to all board and advisory (to be administered by Ms. Wayan Rusniati and students)
  
- c) 12 receipt books have been made to centralize and organize fund-raising. Each receipt is numbered and has 3 copies. The white copy goes to the donor, the pink copy is to be sent to the financial controller in Bali each quarter. Currently, the numbered receipt books are held by

Stewart & Doris	1 – 100
Michelle & Rory	101 – 200
Nikolaus Suyasa	201 – 400
William & Lyn	401 - 600

d) Student sponsorship should continue until the training center can replace financial assistance to students who cannot continue their studies without it. Budiawan will identify which students are working hard and in need of financial assistance.

e) A small group make a proposal on how profits will be used to benefit the Payangan community (School principal, 2 teachers, PEP Board members & 4 student reps, PTA president, village leaders of Payangan)

f) 2 large bilingual posters (Indonesian/English) be made to make the PEP Foundation Mission and Objectives clear to all stakeholders.

g) Students/Teachers be encouraged to submit a logo for Yayasan Bali Sahaja which embodies the mission and objectives.

h) Students/Teachers submit stories of people they would like to see benefit from the income generated by Sahaja.

#### 8. Media/Tech news

William has updated the PEP website [www.pepbali.com](http://www.pepbali.com) and the 4 minute promotional video. He has added a powerpoint presentation for fund-raisers to use. There are also short videos featuring Ni Luh, Sriati, Ayu and William. Windows compatible copies will be sent on USB sticks to Michelle & Rory, Darya Suparta, Niko Suyasa, Stewart & Doris.

#### 9. Other

A school group may come from Mongolia in June for 10 days  
Students in many schools in the Asia-Pacific area will be invited to help build the training center in July.

#### 10. Treasurer's Reports (Balances on 27 March 2011)

Indonesia:	NISP Bank Savings Acct.	148,000,000 IDR
Japan:	Payangan Education Project Savings Acct	28,055 JPY
Australia:	Community Solutions Cheque Acct	50.07 AUD
	Business Cash Reserve Acct.	5.07 AUD