



## MEETING MINUTES

**MEETING DATE:** 14 / 11 / 2025

**MEETING TIME:** 7:00PM

**MEETING NO.:** MGREC-MEET-202511-01

**MEETING STATUS:** REGULAR

**MEETING FORMAT:** VIRTUAL

**MEETING TYPE:** ANNUAL GENERAL

**MEETING VENUE:** ONLINE (GOOGLE)

**COMMITTEE:**

- FINANCE
- PLANNING
- MANAGEMENT
- SPECIAL

### 1. Opening & Call to Order

Today, **Friday 14th, November, 2025** at **7:22 PM** the Mayaro/Guayaguayare/Rio Claro Education Council held its **Regular Annual General Meeting Online (Google Meet)**. In attendance are **seven (7) persons** as of the opening, meeting the required quorum to proceed the meeting.

Opening greeting and prayer conducted by **Mr. Anill Louis Maraj**, and Meeting Number **MGREC-MEET-202511-01** chaired by **Mr. Anill Louis Maraj** was called to order and followed with the roll call by the Chairman (A.g), **Mr. Anill Louis Maraj**. The roll call confirmed by **Mrs. Angeline Evelyn** and seconded by **Mrs. Yvette Ravello-Pittie**, is now adopted into these minutes. The attendance were as follows:

1. Mr. Jabari Collins - **Proxy (Mr. Anill Louis Maraj)**
2. Mr. Wayne Dass - **Proxy (Mr. Anill Louis Maraj)**
3. Mrs. Angeline Evelyn - **Present**
4. Ms. Natasha Gould - **Present**
5. Mr. Anill Louis Maraj - **Present**
6. Mrs. Yvette Pittie-Ravello - **Present**
7. Mrs. Nelsia Abraham-Sobion - **Present**

Whereby the following persons were excused due to commitments, but expressed their desire to accept any given position within their capacity:

8. Mrs. Dareece Bartholomew - **(Excused)**
9. Mrs. Geeta Bridgemohan - **(Excused)**
10. Ms. Ana Maria Lynch - **(Excused)**
11. Mr. Trevor Junior Lynch - **(Excused)**
12. Mr. Andy Paul - **(Excused)**
13. Ms. Avalene Piquet - **(Excused)**
14. Ms. Acann Rogers - **(Excused)**
15. Ms. Majella Simon - **(Excused)**
16. Ms. Chelsea Sookram - **(Excused)**



## 17. Ms. Andeisa Weste - (Excused)

meeting the required minimum quorum of **three (3)** executives inclusive of the Chairman (A.g.) to proceed.

Chairman (A.g.) **Mr. Anill Louis Maraj**, opened by thanking everyone for being present and expressed his gratitude towards the persons in attendance for offering their time and energy to working towards the organisation.

Motion by the chairperson (A.g.) to proceed on to presenting the organisation formally to all persons in attendance. Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

## 2. Presentation of Organisation

Chairman (A.g.) **Mr. Anill Louis Maraj**, proceeded to deliver an oral presentation of the organisational purpose, structure, goals, targets, and prospective projects of the Mayaro/Guayaguayare/Rio Claro Education Council. The following items were presented to the attendees:

- Legal Registration Status of the MGREC
- Purpose of MGREC
- Goals, Targets, and Future Projects
- Roles and Responsibilities of MGREC Executives
- Expected Challenges and Obstacles of MGREC
- Strengths and Solutions of the MGREC
- Prospective Candidates to serve as MGREC Executives

### NO DISCUSSIONS ON ITEM

Motion by the chairperson (A.g.) to proceed on to declare all positions vacant. Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

Chairman (A.g.) **Mr. Anill Louis Maraj**, proceeded to declare all positions vacant.

Motion by the chairperson (A.g.) to proceed on to the appointment of MGREC Executives. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.



### **3. Appointment of Executive**

#### **3.1 Appointment of Executive Officers**

Announcement of Executive Positions to be filled made by **Mr. Anill Louis Maraj** were as follows:

- The Role of MGREC Chairman
- The Role of MGREC Secretary
- The Role of MGREC Financial Officer
- The Role of MGREC Assistant Secretary
- The Role of MGREC Technical Officer
- The Role of MGREC Education Advisor
- The Role of MGREC Technical Advisor

Appointment of The Role of MGREC **Chairman** made by **Mrs. Yvette Ravello-Pittie** for **Mr. Anill Louis Maraj**, Appointment of The Role of MGREC **Chairman** seconded by **Mrs. Angeline Evelyn**.

NO DISCUSSIONS ON APPOINTMENT

Appointment accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of MGREC **Secretary**. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

Appointment of The Role of MGREC **Secretary** made by **Mr. Anill Louis Maraj** for **Mrs. Yvette Ravello-Pittie**, Appointment of The Role of MGREC **Secretary** seconded by **Mrs. Angeline Evelyn**.

NO DISCUSSIONS ON APPOINTMENT

Appointment accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of MGREC **Financial Officer**. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

Appointment of The Role of MGREC **Financial Officer** made by **Mr. Anill Louis Maraj** for **Mr. Jabari Collins**, Appointment of The Role of MGREC **Financial Officer** seconded by **Mrs. Yvette Ravello-Pittie**.

NO DISCUSSIONS ON APPOINTMENT

Appointment accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of MGREC **Assistant Secretary**. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.



Appointment of The Role of MGREC **Assistant Secretary** made by **Mr. Anill Louis Maraj** for **MS. Chelsea Sookram**, Appointment of The Role of MGREC **Assistant Secretary** seconded by **Ms. Natasha Gould**.

NO DISCUSSIONS ON APPOINTMENT

Appointment accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of MGREC **Technical Officer**. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

Appointment of The Role of MGREC **Technical Officer** made by **Mr. Anill Louis Maraj** for **Mr. Wayne Dass**, Appointment of The Role of MGREC **Technical Officer** seconded by **Mrs. Yvette Ravello-Pittie**.

NO DISCUSSIONS ON APPOINTMENT

Appointment accepted by majority.

Motion by the chairperson to proceed on to the appointment of MGREC **Executive Advisors**. Motion seconded by **Ms. Natasha Gould**. Motion accepted by majority.

### 3.2 Appointment of Executive Advisors

Appointment of The Role of MGREC **Educational Advisor** made by **Mr. Anill Louis Maraj** for **Mrs. Angeline Evelyn**, Appointment of The Role of MGREC **Educational Advisor** seconded by **Ms. Natasha Gould**.

NO DISCUSSIONS ON APPOINTMENT

Appointment accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of another MGREC **Educational Advisor**. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

Appointment of The Role of MGREC **Educational Advisor** made by **Mr. Anill Louis Maraj** for **Ms. Natasha Gould**, Appointment of The Role of MGREC **Educational Advisor** seconded by **Mrs. Nelsia Abraham-Sobion**.

NO DISCUSSIONS ON APPOINTMENT



Appointment accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of another MGREC Educational Advisor. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

Appointment of The Role of MGREC **Technical Advisor** made by **Mr. Anill Louis Maraj** for **Mrs. Nelsia Abraham-Sobion**, Appointment of The Role of MGREC **Technical Advisor** seconded by **Mrs. Angeline Evelyn**.

NO DISCUSSIONS ON APPOINTMENT

Appointment accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of MGREC Executives. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

### 3.3 Delivery of Instruments

The Chairperson proceeded to place the MGREC Corporate Binder and Seal in the care of the Secretary, **Mrs. Yvette Ravello-Pittie**. Corporate Instruments accepted by the Secretary.

NO DISCUSSIONS ON DELIVERY

Delivery accepted by majority.

Chairperson proceeded to place the MGREC Security Credentials in the care of the Secretary, **Mrs. Yvette Ravello-Pittie**. MGREC Security Credentials accepted by the Secretariat.

NO DISCUSSIONS ON DELIVERY

Delivery accepted by majority.

Motion by the chairperson (A.g.) to proceed on to the appointment of MGREC Executives. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

### 3.4 Introduction of Executive

Chairperson proceeded to warmly welcome the new MGREC Executives and Advisors, and reiterated the importance of their service in the community.



Motion to proceed on to the next Item New Business on the agenda by the chairperson.  
Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

#### **4. New Business**

##### **4.1 - Resolution to Change Office Address**

Motion by the chairperson to have the address changed for the organisation from bpTT Mayaro Resource Centre, Beaumont Road, Mayaro, TTO, WI. to 52A Eccles Road, Grand Lagoon, Mayaro, TTO, WI.

##### DISCUSSION ON ITEM

**Mrs. Angeline Evelyn** asked to clarify the reason for changing the address. Chairman **Mr. Anill Louis Maraj** explained a Meeting Schedule was sent to the bpTT Community Liaison Officer, **Mr. Matthew Pierre** and the Manager at bpTT Mayaro Resource Centre, **Mr. Primcharan Sookram**, informing them of our Q4 2025 and Q1-Q4 2026 Office and Meeting dates, however we were presented with correspondence detailing a NGO Rate Sheet and an email stating that we can no longer use the address bpTT Mayaro Resource Centre, Beaumont Road, Mayaro. **Mr. Anill Louis Maraj** stated since we are currently in the middle of a tender with Shell Trinidad and Tobago this is a serious issue and we will discuss how to properly have a professional conversation with the bpTT Communications and External Affairs team to move forward after the First Round of the Tender for the STTL After School Remedial Programme is completed.

##### NO FURTHER DISCUSSION ON ITEM

Motion seconded by **Ms. Natasha Gould**. Motion accepted by majority.

**Chairman:** "Be it resolved today Friday 14th November, 2025 at 7:54pm during MGREC Executive Meeting MGREC-MEET-202511-01, the Mayaro/Guayaguayare/Rio Claro Council will move to utilise the address of the Chairman (NPO Controller) Mr. Anill Louis Maraj being 52A Eccles Road, Grand Lagoon, Mayaro, Trinidad and Tobago as the new mailing and temporary office address of the MGREC."

Motion to proceed on to the next Item of New Business on the agenda by the chairperson.  
Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

##### **4.2 - Resolution to Establish Bank Account**

Motion by the chairperson to have a resolution to establish two commercial bank accounts for the MGREC with **Republic Bank Limited (Mayaro Branch)**, whereby the signatories for these accounts shall be **Mr. Anill Louis Maraj**, **Mrs. Yvette Ravello-Pittie** and **Mrs. Angeline Evelyn**.



## DISCUSSION ON ITEM

**Mrs. Angeline Evelyn** asked to clarify the reason for two separate accounts, whereby the Chairman stated one will be for MGREC Internal Operations and one will be for MGREC External Projects.

### NO FURTHER DISCUSSION ON ITEM

Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

**Chairman:** "Be it resolved today Friday 14th November, 2025 at 7:54pm during MGREC Executive Meeting MGREC-MEET-202511-01, the Mayaro/Guayaguayare/Rio Claro Council will move to establish two bank accounts with Republic Bank Limited Mayaro Branch at the earliest convenience, whereby the designated signatories shall be Mr. Anill Louis Maraj, Mrs. Yvette Ravello-Pittie and Mrs. Angeline Evelyn."

Motion to proceed on to the next Item of New Business on the agenda by the chairperson. Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

## 4.3 - Resolution to Establish NIB Registration

Motion by the chairperson to have a resolution to register the MGREC with the **National Insurance Board of Trinidad and Tobago**, whereby the MGREC Executives members **Mr. Anill Louis Maraj, Mrs. Yvette Ravello-Pittie and Mr. Wayne Dass** will work towards achieving this task. Motion seconded by **Ms. Natasha Gould**. Motion accepted by majority.

### NO DISCUSSIONS ON ITEM

**Chairman:** "Be it resolved today Friday 14th November, 2025 at 7:54pm during MGREC Executive Meeting MGREC-MEET-202511-01, the Mayaro/Guayaguayare/Rio Claro Council will move to register with the National Insurance Board of Trinidad and Tobago, whereby the MGREC Executives members Mr. Anill Louis Maraj, Mrs. Yvette Ravello-Pittie and Mr. Wayne Dass will work towards completing this task."

Motion to proceed on to the next Item of New Business on the agenda Item 4.4 by the chairperson. Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

## 4.4 - Recommendation for Prospective Executives

Motion by the chairperson to consider the following persons for executive appointment based on their contributions in the past executive and support despite absence:

- **Ms. Andeisa Weste.** (Legal Officer)



- **Mrs. Geeta Bridgemohan.** (Legal Officer)
- **Ms. Ana Maria Lynch.** (Communications Officer)
- **Mr. Andy Paul.** (Education Advisor)
- **Mr. Trevor Junior Lynch.** (Technical Advisor)

#### NO DISCUSSIONS ON ITEM

Motion to proceed on to the next Item of New Business on the agenda by the chairperson.  
Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

#### 4.5 - Discussion of 2026 Projects

Motion by the chairperson to have the MGREC Executive to prepare for and focus on the following Projects for 2026:

- **STTL After School Remedial Programme** (Invited to Tender for a 3 Year Contract)
- **bpTT Community Education Management** (Based on Acceptance of new NPO)

#### DISCUSSIONS ON ITEM

**Mr. Anill Louis Maraj** expressed the desire to unburden our bpTT partners from their current responsibility of managing incoming education-based requests from within the community, since this was the intended purpose of the organisation since the initial formation of the MGREC by bpTT in 2014. Chairperson also suggested the MGREC continues to avoid making unnecessary requests for internal subvention, aside from office-space allocation while bpTT is currently recovering from a global market loss. Members present agreed on the decision.

#### NO FURTHER DISCUSSIONS ON ITEM

Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

Motion to proceed on to the next Item of New Business on the agenda by the chairperson.  
Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

#### 4.6 - Introduction Letters to Stakeholders

Motion by the chairperson to have the Secretary send Introduction Letters of the New MGREC Executive to Corporate and Community Stakeholders. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.

#### NO DISCUSSIONS ON ITEM

Motion to proceed on to the next Item of New Business on the agenda by the chairperson.  
Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.



#### 4.7 - Meeting and Office Day Schedule Presentation to bpTT

Motion by the chairperson to schedule a meeting with the bpTT C&EA Team concerning the decisions made without proper notice, even if it was just in error. Motion seconded by **Ms. Natasha Gould**. Motion accepted by majority.

NO DISCUSSIONS ON ITEM

Motion to proceed on to the next Item of New Business on the agenda by the chairperson. Motion seconded by **Mrs. Nelsia Abraham-Sobion**. Motion accepted by majority.

### 5. Open Floor / Discussion

DISCUSSIONS

**Mr. Anill Louis Maraj:** Stated he did reach out the new VP of Communications and External Affairs via email to discuss the matter of the changes while within the current motion of the organisation, and she did schedule a meeting, however due to his lack of understanding on the matter, he resolved to wait until he was in a calmer state to address the situation, properly discuss the situation with the MGREC and focus on the current task at hand.

**Ms. Natasha Gould:** Asked if any form of notice was given to the organisation previously by bpTT or the bpTT MRC to let us know of these decisions and changes.

**Mr. Anill Louis Maraj:** Responded that no formal or informal notice or any form of communication was delivered to the organisation prior to him sending the schedule, aside from the request to use the Umbrella Secretariat office during the seismic survey operation Q3 2024, which he supported to help facilitate bpTT.

### 6. Announcements

Next scheduled **Regular In-Person Annual General Meeting (MGREC-MEET-202512-01)** is carded for **Monday 8th, December, 2025** at **4:00pm** at a location **TBD**.



## 7. Adjournment

Motion to adjourn meeting by chairperson. Motion seconded by **Mrs. Yvette Ravello-Pittie**.

Meeting **MGREC-MEET-202511-01** adjourned at **8:42pm** on **Friday 14th, November, 2025**.

## Closing Prayer

Closing prayer conducted by **Mrs. Angeline Evelyn** and members dismissed.

**Anill Louis Maraj**  
Chairman  
**Mayaro/Guayaguayare/Rio Claro  
Education Council**  
**Tel:** 1 868 366-0007  
**Email:** [chairman@mgrectt.com](mailto:chairman@mgrectt.com)

**Yvette Ravello-Pittie**  
Secretary  
**Mayaro/Guayaguayare/Rio Claro  
Education Council**  
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