



## MEETING MINUTES

**MEETING DATE:** 08 / 12 / 2025

**MEETING TIME:** 7:00PM

**MEETING NO.:** MGREC-MEET-202512-01

**MEETING STATUS:** REGULAR

**MEETING FORMAT:** VIRTUAL

**MEETING TYPE:** EXECUTIVE

**MEETING VENUE:** ONLINE (GOOGLE)

**COMMITTEE:**

- FINANCE
- PLANNING
- MANAGEMENT
- SPECIAL

### 1. Opening & Call to Order

Today, **Monday 8th December, 2025** at **7:15 pm** the Mayaro / Guayaguayare / Rio Claro Education Council held a **Regular Executive Meeting Online (Google Meet)**. In attendance are **seven (7) persons** as of the opening, meeting the required quorum to proceed.

Opening greeting and prayer conducted by **Mr. Anill Louis Maraj**, and Meeting Number **MGREC-MEET-202512-01** chaired by **Mr. Anill Louis Maraj** called to order and followed with the roll call by the Chairman, **Mr. Anill Louis Maraj**. The roll call was 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 - **Present**
2. Mrs. Angeline Evelyn - **Present**
3. Mr. Anill Louis Maraj - **Present**
4. Mr. Andy Paul - **Present**
5. Mrs. Yvette Ravello-Pittie - **Present**
6. Ms. Sideka Resalsingh - **Present**
7. Mrs. Nelsia Abraham-Sobion - **Present**

Whereby the following persons were excused due to prior commitments:

8. Ms. Natasha Gould - **(Excused)**
9. Ms. Chelsea Sookram - **(Excused)**

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

The minutes from the previous **Annual General Meeting (MGREC MEET 202511-01)** was published via WhatsApp by **Mrs. Yvette Ravello-Pittie**, then confirmed by **Mrs. Angeline Evelyn** and seconded by **Mrs. Nelsia Abraham-Sobion**.

Motion by the Chairperson to proceed on to the reading of the financial reports. Motion seconded by **Mr. Jabari Collins**. Motion accepted by majority.



## 2. Financial Report

NO FINANCIAL REPORT

NO DISCUSSIONS ON ITEM

Motion by the Chairperson to proceed on to the announcement committee reports to be read. Motion seconded by **Mr. Jabari Collins**. Motion accepted by majority.

## 3. Committee Reports

Announcement of Committee Reports made by **Mr. Anill Louis Maraj** were as follows:

- No Committee Reports

NO DISCUSSIONS ON ITEM

Motion to proceed on to the next Item 4. Unfinished Business on the agenda by the Chairperson. Motion seconded by **Mr. Jabari Collins**. Motion accepted by majority.

## 4. Unfinished Business

### ITEM 4.1 - Resolution to Change Office Address

**Mr. Anill Louis Maraj** indicated that **Mrs. Yvette Ravello-Pittie** and himself went to the Ministry of Legal Affairs, NPO Office, Port of Spain on **Monday 10th and Tuesday 11th November, 2025** and completed the process of making the changes to the MGREC Office Address via an NPO Change in Particulars (Form 4) which was done over a period of **two (2) days**.

NO DISCUSSIONS ON ITEM

Motion to proceed on to the next Item 4.2 on the agenda by the Chairperson. Motion seconded by **Ms. Sideka Resalsingh**. Motion accepted by majority.

### ITEM 4.2 - Resolution to Establish Bank Accounts

**Mr. Anill Louis Maraj** informed the executive that two bank (Chequing) accounts were opened on **Wednesday 19th November, 2025**, with Republic Bank Limited, Mayaro Branch, and indicated that **RBL Account Number: 470 802 476 201** will be used for MGREC Operations and **RBL Account Number: 470 802 476 202** would be used for



MGREC Projects. The signatures being the same three persons that were selected as signatories at the last meeting (**MGREC-MEET-202511-01**), **Mrs. Angeline Evelyn**, **Mrs. Yvette Ravello-Pittie** and himself, **Mr. Anill Louis Maraj**.

NO DISCUSSIONS ON ITEM

Motion to proceed on to the next Item 4.3 on the agenda by the Chairperson. Motion seconded by **Ms. Sideka Resalsingh**. Motion accepted by majority.

#### ITEM 4.3 - Resolution to Establish NIB Registration

Chairman **Mr. Anill Louis Maraj** indicated that we will table this item for a later date, due to the fact that we are in the process of getting the BIR number for the organization which was done via the online process and **Mrs. Yvette Ravello-Pittie** is following up at the Board of Inland Revenue Sub-Office Rio Claro Office.

NO DISCUSSIONS ON ITEM

Motion to proceed on to the next Item 4.4 on the agenda by the Chairperson. Motion seconded by **Mr. Jabari Collins**. Motion accepted by majority.

#### ITEM 4.4 - Recommendation for Prospective Executives

Chairman **Mr. Anill Louis Maraj** indicated that we do have a few prospects and they

1. **Mrs. Geeta Bridgemohan** (Legal Officer)
2. **Ms. Ana Maria Lynch** (Communications Officer)
3. **Mr. Andy Paul** (Education Advisor)
4. **Mr. Trevor Junior Lynch** (Technical Advisor)
5. **Ms. Andesia Weste** (Legal Officer)

**Mr. Anill Louis Maraj** presented **Mr. Andy Paul** regarding taking a role on the MGREC Executive in the role of an Education Advisor, whereby **Mr. Andy Paul** indicated his willingness to join the team and asked **Mr. Andy Paul** to indicate his acceptance.

**Mr. Andy Paul** verbally accepted the offer to be part of the organization in the stated capacity, and his willingness to provide his experience and inputs so that he can help in making the organization better.

**Mr. Anill Louis Maraj** indicated to **Mr. Andy Paul** that there are currently Three (3) Committees; Planning and Research, Management and Finance, and he will give him and the other Prospects the opportunity to be part of the team before indicating where they feel they can commit themselves.



### DISCUSSIONS ON ITEM:

**Mrs. Angeline Evelyn** asked about **Mrs. Regina Bittan-De La Rosa** (Principal, Poole Rosary R.C. Primary School) who expressed her interest in wanting to join the team. **Mr. Anill Louis Maraj** indicated he acknowledged her interest, however, her interest was primarily towards the STTL After School Remedial Programme for which the MGREC was tendering. **Mr. Anill Louis Maraj** also indicated he sent invitations to her, **Mr. Mathew Pierre** and **Ms. Joanne Archer** to attend as observers of this meeting, but they each had previous engagements.

Motion to proceed on to the next Item 4.5 on the agenda by the Chairperson. Motion seconded by **Ms. Sideka Resalsingh**. Motion accepted by majority.

### ITEM 4.5 - Discussion of 2026 Projects

Chairman **Mr. Anill Louis Maraj**, indicated that the After School Remedial Programme was a project that we had tendered for with STTL, unfortunately it was awarded to another supplier whose proposal presented certain advantages in commercial and logistics aspects. **Mr. Anill Louis Maraj** also indicated that with his understanding that we weren't financially ready for such a big project and we are given the opportunity to be in a better standing for the next three (3) years, if and when, they are ready to change the supplier.

**Mr. Anill Louis Maraj** indicated, that in relation to the email response that was sent to bpTT regarding their email which stated that we no longer have access to the Umbrella Secretariat office space, bpTT responded to us through **Mr. Mathew Pierre** that we will be meeting with the C&EA Team at the bpTT Mayaro Resource Center in January 2026 on a date to be given in January 2026.

### DISCUSSIONS ON ITEM:

**Mrs. Angeline Evelyn** asked who would the MGREC be meeting with, if it is the entire bpTT C&EA Team or just with **Mr. Mathew Pierre**. **Mr. Anill Louis Maraj** said it will be with the bpTT Communications and External Affairs Team. **Mr. Anill Louis Maraj** stated **Mr. Mathew Pierre** also indicated that the current NGO Policy for the bpTT MRC is still in effect, and we should wait until next year to have a proper conversation. **Mrs. Angeline Evelyn** said we need to keep our fingers crossed. **Mr. Anill Louis Maraj** said thus far we have a strong team and network but we don't know what are bpTT plans. Everything that was discussed before with the previous VP C&EA **Mr. Ryan Chaitram** is in a different perspective now.

**Mr. Andy Paul** asked where the Sporting Committee (AMSF) is being housed at the moment and are they having any issues. **Mr. Anill Louis Maraj** said no they are still there under the original bpTT agreement. **Mr. Anill Louis Maraj** said they indicated that since we made changes to the organization and didn't inform them of such officially. **Mr. Andy Paul** asked if there will be any penalties or anything as to what transpired. **Mr. Anill Louis**



**Maraj** said we are not sure what they will do in regards to this situation, since the original MGREC formed under bpTT misappropriated funds and didn't file any BIR Annual Returns over a period of five (5) years amassing a penalty fee of over TTD \$20,000.00.

Motion to proceed on to the next Item 4.6 on the agenda by the Chairperson. Motion seconded by **Mr. Jabari Collins**. Motion accepted by majority.

#### ITEM 4.6 - Introduction Letters to Stakeholders

Chairman **Mr. Anill Louis Maraj** indicated that introduction letters were sent to the following stakeholders:

- bpTT,
- Shell Trinidad and Tobago Limited and
- Perenco Trinidad and Tobago Limited

to introduce the organization and the executive to our corporate partners and to schedule a meeting to present our vision and purpose of the organization and the plans for the community.

Motion to proceed on to the next Item 4.7 on the agenda by the Chairperson. Motion seconded by **Ms. Sideka Resalsingh**. Motion accepted by majority.

#### ITEM 4.7. Meeting and Office Day Schedule Presentation to bpTT

Chairman **Mr. Anill Louis Maraj** indicated that our meeting and our office day schedule presentation will have to be tabled until our meeting in January with **Mr. Matthew Pierre** and the **bpTT C&EA Team**.

Motion to proceed on to the next Item 5 on the agenda by the Chairperson. Motion seconded by **Mr. Jabari Collins**. Motion accepted by majority.

### 5. New Business

#### ITEM 5.1 - MGREC PTA Coordination Team

Chairman **Mr. Anill Louis Maraj** raised the item of the formation of a MGREC PTA Coordination Team, and he informed the members present that he did have conversations with the Principals of the following Primary Schools:

- St. Thomas RC Primary School
- Mafeking Government Primary School
- Ortoire RC Primary School
- Mayaro Government Primary School



- Guayaguayare RC Primary School

As well as the following Secondary Schools in the community:

- Mayaro Secondary School
- Guayaguayare Secondary School

**Mr. Anill Louis Maraj** also indicated that we have members on our team who are part of the PTA Body in some of the mentioned schools. Whereby, **Mrs. Angeline Evelyn** is on the PTA Board at the Mayaro Secondary School, **Mrs. Yvette Ravello-Pittie** is part of the PTA Body at Guayaguayare Secondary School, **Mr. Ation Noel** who serves as the PTA President at the Mayaro Government Primary School, and **Ms Joanne Archer** (Principal, A.g) is an active participant of the St. Thomas R.C Primary School PTA Body. These persons can serve as ambassadors and representatives of the MGREC in the PTA for these schools.

**Mr. Anill Louis Maraj** indicated that Mafeking Government Primary School currently doesn't have a PTA Body and the principal **Mr. Richard Roopnarine** said they would like help in forming their PTA Body. At present **Mrs. Yvette Ravello-Pittie** is making the arrangements with a representative from the National PTA to have a conversation with **Mr. Richard Roopnarine** in that regard.

#### **DISCUSSIONS ON ITEM:**

**Mrs. Angeline Evelyn** said she agrees with the plans going forward for the PTA coordination team.

**Mr. Andy Paul** asked if this would be a committee or how exactly would this unit be organised. **Mr. Anill Louis Maraj** said no it would not be a committee at this initial stage, just a team composed of the MGREC members who are currently part of these PTA bodies, who would be the MGREC ambassadors for this initiative. Also, we will be able to communicate and strategically gather information from the school administration and parents. This information can range from issues to events happening in the school where we can contribute in a positive way and assist with solutions. These persons can serve as an interface between community education and corporate stakeholders regarding requests and support for these schools.

**Mr. Anill Louis Maraj** said that our Primary Goals for the PTA Coordination Team is for us to build a strong and healthy relationship with the stakeholders in relation to education in the community on a ground-level.

Motion to proceed on to the next Item 6. on the agenda by the Chairperson. Motion seconded by **Mrs. Angeline Evelyn**. Motion accepted by majority.



## 6. Open Floor / Discussion

### DISCUSSIONS:

Chairman **Mr. Anill Louis Maraj** asked if there were any other items that we would like to discuss at this time.

**Mrs. Angeline Evelyn** asked what are our plans regarding fundraising to keep the new bank accounts active.

**Mr. Anill Louis Maraj** said that the secretary and himself had a conversation on the same issue, and we looked at Quarterly and Bi-Annual Sales to maintain a cash flow. Having quarterly sales and a BBQ bi-annually to make sure we can sustain any overheads that arise in the future.

**Mr. Anill Louis Maraj** said there are two (2) branded competitions that the MGREC can facilitate, which would be:

- A Spelling Competition, and
- A Mathematics Competition

among the local schools, both at the Primary levels and the Secondary levels. We can put the presentation and proposal together, and present it to the stakeholders bpTT and STTL to get the funding. However, we have to wait until January 2026, to understand what bpTT's decision will be before we present anything to them, since they are consistently farming ideas without executing them properly.

**Mr. Jabari Collins** indicated that he agrees with the steps that we are taking in presenting ourselves to the stakeholders and the schools.

**Mr. Anill Louis Maraj** moved a motion to table ITEM 4.3 - Resolution to Establish NIB Registration and ITEM 5.1 - MGREC PTA Coordination Team until February of 2026. Motion was seconded by **Mrs. Nelsia Abraham Sobion**.

Motion by the Chairperson to proceed on to the next Item 7. Motion seconded by **Ms. Sideka Resalsingh**. Motion accepted by majority.

## 7. Announcements

The next scheduled **Regular Virtual Executive** Meeting **MGREC-MEET-202601-01** is scheduled for **Monday 12th January, 2026** at **7:00 pm, Online via Google**.

Motion by the Chairman to proceed to the next Item 8 on the agenda. Motion seconded by **Mr. Jabari Collins**. Motion accepted by majority.



## 8. Adjournment

Motion to adjourn meeting by Chairperson. Motion seconded by **Ms. Sideka Resalsingh**. Motion accepted by majority.

Meeting, **MGREC-MEET-202512-01** adjourned at **8:10 PM** on **Monday 08th December, 2025**.

## Closing Prayer

Closing prayer conducted by **Mr. Anill Louis Maraj** and members were dismissed.

**CHAIRMAN: ANILL LOUIS MARAJ**

**SIGNATURE:** \_\_\_\_\_

**CORPORATE SECRETARY: YVETTE RAVELLO-PITTIE**

**SIGNATURE:** \_\_\_\_\_

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