**TUSIKE COMMUNITY DEVELOPMENT ORGANIZATION (TUCODO)**

**P.O. BOX – NYABIRONGO II, KISINGA, KASESE, UGANDA**

**TEL: 0783-667519/078-4205680**

**GENERAL MEMBERS’ MEETING HELD ON 27/08/ 2019**

**AGENDA**

1. Prayers

2. Reading of previous minutes

3. Chairperson Communication

4. Registration at Sub County and District level

5. Opening Bank Account in Centenary Bank

6. Way forward

**1. Prayers**

Prayers were led by Grace Ithungu, She asked God to give us important knowledge to enable us plan well for the development of the group and the community.

She further asked for protection of members as they go back home and enabling members to walk with God as they go home.

2. **Reading of Previous Minutes:**

The Secretary read the previous minutes and all the members agreed with what he read, she thus asked the chair person to address the members**.**

**3. Chair Person’s Communication**

In her communication Mrs. Suzan Kabugho Baluku thanked the members for coming to attend an important meeting that involves registering the Organization at district level and Sub County level.

She asked all members to participate fully during the meeting, she also advised the members to always come early saying that because some members came late today, it means again we shall go late home.

**4. Registration of the Organization**

The chairperson told the members that all necessary documents have been prepared and therefore what is remaining is to get the money for registration and to get the chairman LC 1 recommendation.

All members decided that the treasurer will release 120,000 /= towards this cause and that the chair person and the treasurer will go to get the recommendation from the LC 1 office and then they will chose a day to go and register the foundation within 2 to3 months. They further decided that the chair should follow up with the community development officer to ensure all the requirements are got.

**5. Opening Bank Account**

The chair person requested the members that there is a need to open up a bank account for better transaction of the organization business and the donors are requesting that the account should in the commercial bank.

The members requested that the account should be held Centenary Bank because it has many out post out lets and it accessible. They requested that the process of opening should be done immediately.

The members also mandated the following people to be the bank account signatories

1. Chairperson: Suzan Kabugho Baluku
2. Secretary: Biira Violet
3. Treasurer: Biira Alice

The members agreed that any two of the Signatory can sign to the bank account for any transaction and that when withdrawing the money from the bank account, any two of the signatories must sign on the withdraw bank leaf. All members decided that the treasurer will release 200,000 /= towards this cause

**6. Way forward**

The members said that the chairperson should get everything necessary to have registrations at district and at the sub county level are available; the responsible leaders shall harry to do registration as soon as possible.

All members further recommended that those who have not paid their subscription fee should do it within 2 months.

The meeting ended at 4:30 PM with a prayer led by Jeremina Kabugho

**Written by, Approved by**

**………………. ……………………….**

**Biira Alice Suzan Bakugho Baluku**

**Secretary Chairperson**