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**OSDU EXECUTIVE MEETING HELD ON 17TH JANUARY 2016  
AT 81 TAFAWA BALEWA CRESCENTS, OFF ADENIRAN  
OGUNSANYA, SURULERE, LAGOS  
MINUTES OF THE MEETING**

**ATTENDEES:**

1. Engr. Biodun Ibrahim in the Chair
2. Mr. Debo Atunwa
3. Engr. Ola Ibrahim
4. Mr. Adeoba Olikenyo
5. Mr. Oloni Sunday E
6. Mr. Tunde Adedugbe Secretary

**APOLOGY**

1. Mr. Samuel Fakorede
2. Mr. Niyi Ageh

**ABSENTEES:**

1. Mr. Olabode Oyewole
2. Bar. Taiye Ajayi James

**1. Commencement:** The meeting commenced at 5.22pm with opening prayers from Mr. Sunday Oloni.

**2. Introduction & Welcome:** The President welcomes members and remarked that the meeting was meant to set agenda for the year 2016 in line with the decision reached in one of our monthly meetings in 2015. Further, the President said agenda setting would make OSDU to achieve much, assist in measuring achieved milestones against set targets as a way of motivating members to be more forthcoming and committed.

**3. Reading, Amendment and Adoption of Minutes of last executive meeting:** Skipped.

**4. Matters Arising from Minutes of last meeting:** NIL

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**5. Business of the Day:**

- **2016 Budget Proposal:** The budget proposal for Social, Welfare, End of year programme and Project was considered. The Social/Organizing Secretary and the Planning Committee to send in their budget proposals under above subheads in our next monthly meeting.

The following were given as guidelines:

- a. ***Social Events & Welfare:*** 12 Social events where members contribute N5, 000 each was proposed for year 2016. This will amount to N60, 000 per member to be multiplied by the number of OSDU members. If there are less than 12 events by end of year 2016, the balance fund returns to OSDU's purse.
  - b. ***Uniforms:*** Four (4) outing Uniforms one (1) per Quarter, were proposed for 2016. The Organizing Secretary to reduce this into figures for presentation in OSDU's January meeting.
  - c. ***End of Year and 2016 Project:*** The Planning committee to submit their draft budget for the end of year activities by next week.
  - d. ***ICT project:*** budget for the proposed ICT center project agreed in one of our meetings last year to be submitted. The costs should cover building (rent), furnishing, Computers, Photocopy machine, 3 in 1 printers. Generating Set and personnel. The ICT project will be commissioned by Easter 2016. The committee should consider personal donations as one of the sources of funds for this project. The budget to be submitted on/before next meeting
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- **Finance:**
    - a. ***Monthly Due-*** All executive members must pay up all their 2016 dues, including previous outstanding, on/before March ending to show good example and renewed commitment.
    - b. ***Annual Due-*** Same as above for the executives while all members must pay up before end of June. The provisions of the constitution will be fully applied in 2016
    - c. ***Proposal to merge a and b above:*** The proposal to collapse monthly and annual due was considered and approved by the executive. Henceforth payment shall be N5, 000/month/member.
    - d. ***Special Levy:*** Statutory dues must first be settled before special levy will be considered in year 2016.
    - e. ***Point of Sale (POS) Terminal:*** The Financial Secretary was asked to explore the possibility of obtaining a POS for OSDU to further ease payments during our meetings.
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- **Income Generation Strategy/Commitment:**
    - a. ***Payment:*** Payment of N5,000/month for Social events plus payment of N5,000/month for Annual & Monthly dues will generate N1.92m/annum for a committed financial membership of Sixteen(16). This will go a long way in building OSDU's financial strength.

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**b. Voluntary Donations:** Occasional Voluntary donations is also encouraged as we know God will bless all of us mightily this year 2016 and also put the spirit to give to the union in our minds. “The hands of giver are always on top”.

➤ **Meetings:**

**a. Roaster:** Since there are members who have not yet hosted OSDU’s meeting, the existing roaster should continue. The Secretary should circulate the meeting roaster for year 2016.

**b. Hosting & Indebtedness:** Any member hosting meeting and indebted to the Union must first settle his indebtedness to the Union rather than spending to host meetings. The Secretary should henceforth liaise with the Financial Secretary for payment status of hosts before meetings.

➤ **Membership:**

**a. I.D Cards:** All members to submit one passport photograph for OSDU I.D cards. The secretary to send out memo to this effect.

**b. New Member:** Admission for 2016 pegged to four (4) new members. Admission committee to review and update criteria for admission and submit for approval.

➤ **Politics:** The Executive committee approved of a Congratulatory letter to be written to Hon. Dayo Awude for his appointment as Commissioner for youth and Sports in Ondo State. The Local Government Chairmanship & Councillorship election is proposed to hold in April 2016.

**6. AOB: Nil**

**7. Closing:** The meeting came to a close at 7.59pm with prayers.

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**Tunde Adedugbe**  
**General Secretary**

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**Biodun Ibrahim**  
**President.**