

**MINUTES OF KIT THE MEMBERS MEETING HELD ONLINE VIA GOOGLE MEET
ON 24TH APRIL 2025 FROM 8:00PM TO 10:00PM.**

Members Present.

1. Jared Kipchirchir. - Chairperson.
2. Mike Lekutit. - Treasurer.
3. Deon Obayo. - Assistant Secretary
4. Simon Mwangi.
5. Darren Kimonge.
6. James Jaleny.
7. Alphonse Asaka.
8. David Njoge.
9. Desmond Kipkoech.
10. Fabian Mutinga.
11. Dan Valentine Okwiri.
12. Hastings Norgan.

AGENDA.

Review of the KIT Constitution.

MIN1/2025: PRELIMINARIES

The meeting was called to order at 8:00pm by Jared Kipchirchir.

A prayer was led by James Jaleny.

The chairperson welcomed all members to the meeting and thanked them for their attendance.

The agenda for the meeting was read and adopted.

MIN2/2025: REVIEW OF THE KIT CONSTITUTION.

For ease of registering the group, it was necessary to tailor the constitution to meet specific requirements set by the Ministry of Labour and Social Protection.

Members reviewed the document and agreed on the following changes:

A. Name of the group.

The official name was agreed to be **KANGA INTERMINABLE TRANSFORMERS (KIT)** to align with ministry guidelines.

B. Purpose of the Community Group.

The group aims to tailor its projects toward humanitarian efforts and healthcare development by establishing a modern hospital to serve the community. Additionally, members seek to empower one another through the creation of business and innovation-oriented projects that promote economic growth and mutual support.

C. Address of the Group.

Members agreed the address of the group shall be;
POSTAL ADDRESS: P. O. BOX 4567-00100, NAIROBI

PHYSICAL ADDRESS: NGONG ROAD, NAIROBI.

LOCATION: NAIROBI COUNTY.

D. Specific Objectives.

The objectives of the group were agreed to be as follows;

- i. Working towards the establishment of a community-based healthcare facility.
- ii. Raising capital through contribution and investments.
- iii. Annual business expansion.
- iv. Promoting financial literacy and innovation for members.
- v. Promote financial independence and saving culture for its members.
- vi. Empower its members through sustainable agriculture practices.

E. Values.

The following were agreed to be values of the group;

- i. Curiosity. - we foster a culture of alumni and friends who champion and inspire lifelong learning and growth.
- ii. Excellence. – we aim for the extraordinary, recognizing that personal growth and meaningful accomplishment require bold and innovative aspirations, courageous risk-taking and focused effort.
- iii. Integrity. – we are honorable, equitable, trustworthy and committed to the highest ethical standards in all that we do.
- iv. Respect. - we treat one another with mutual respect, recognizing and upholding each person's inherent dignity and worth.
- v. Service.- we engage with alumni and friends both near and far, promoting dedication, commitment and philanthropy to KIT and to the greater good.
- vi. Innovation. - we embrace creativity and new ideas to drive growth, solve problems and improve the lives of members and the wider community.
- vii. Collaboration. - we work together through trust, teamwork and shared goals to achieve greater impact and success.
- viii. Transparency. - we uphold honesty, openness and accountability in all group activities and decision-making processes.
- ix. Community Impact. – we are committed to initiatives that positively transform and uplift the lives of the wider community.

F. Group Activities.

The following were agreed to be group activities;

- i. AGM and monthly meeting.
- ii. Partnership with other associations, NGOs, Microfinance institutes.
- iii. Investment in healthcare, agriculture and finance.
- iv. Leadership and decision-making workshops and seminars.
- v. Capacity building activities i.e. business training.
- vi. Community engagement and advocacy.

G. Membership.

i. Eligible Members.

Simon Mwangi.
Darren Kimonge.
Joel Ojuka.
Deon Obayo.
Mike Lekutit.

James Jaleny.
Glevis Simiyu.
Peter Nyongesa.
Manasseh Adina.
Hastings Norgan.
Ignatius Kiptoo.
David Njoge.
Alphonse Asaka.
Salmon Duor.
Desmond Kipkoech.
Vincent Onduto.
Bivon Oganga.
Jared Kipchirchir.
Antony Okong'o.
Calvince Ademba.
Wilberforce Oduwour.
Dan Valentine Okwiri.
Fabian Mutinga.
Humphrey Devy Odhiambo.

ii. Nature of Membership.

At the moment, members agreed the nature of the membership shall be closed, subject to amendment.

iii. Procedure of Joining.

The joining process shall be: Proposed, Discussed, Voted, Fee paid, Constitution review.

For a member to join, he must satisfy the following;

1. Must pay membership subscription fee of ksh 4,000; subject to amendment.
2. Must match the current shares of each member of the group as at the time of joining; paid in instalments within a period of 6 months.
3. Must meet the age of majority, 18years and above.
4. Must be willing to be bound by the law governing this group.
5. Must have been a former student of Kanga Boys High School.

iv. Procedure of Departure.

One shall cease to be a member of the group if such member:

1. Dies.
2. Become of unsound mind.
3. Decides to resign and does so by issuing of a one month notice in writing failure to which he will not be entitled to gratuity.
4. Falls in arrears of his monthly payment. (Bankruptcy).
5. Any other cause or reason deemed fit by the executive and the group that would render one's membership to be terminated from the group.

Upon membership termination, one is entitled to a gratuity of 15% of his total shares. The gratuity shall be paid in instalments spread over a period of 12 months based on the financial state of the group.

v. Duties of Members.

1. Duty to make monthly contributions as agreed by the group.
2. Duty to attend the scheduled meetings communicated to, virtually and physically once called upon.
3. Duty to uphold, promote and preserve the mission, vision and the objectives under which the association is formed.
4. Duty to involve in any project work undertaken by the association.
5. Duty to offer moral, financial and emotional support to other members.

vi. Rights of Members.

1. Right to receive timely and transparent updates on group finances, activities and decisions.
2. Right to voluntary membership. To withdraw from the group at any time, provided proper notice is given.
3. Right to inspect books of account.
4. Right to vote and vie for any elective post within the association.
5. Right to be heard and share ideas for the future of the association.
6. Right to be given gratuity after resolving to quit the group upon issuance of written notice one month prior.

vii. Discipline of Members.

Members agreed a section to be introduced in the constitution covering the following;

1. Discipline of members.
2. Welfare of members.

H. Office Bearers.

i. Members of the Executive.

1. Jared Kipchirchir. – Chairperson.
2. Manasseh Adina. – Assistant Chairperson.
3. Joel Ojuka. – Secretary.
4. Deon Obayo. – Assistant Secretary.
5. Mike Lekutit. – Treasurer.

Other committees within the group include;

1. Information Technology and Co-operate Communication
2. Financial Audit.
3. Welfare.
4. Strategy, Risk and Compliance.

ii. Removal or Resignation of Office Bearers.

Any member of the executive may loss his seat if the person;

1. Dies.
2. Resigns.
3. Is of unsound mind.
4. Is sick rendering him incapable of performing the duties.
5. Does not meet the requirements of chapter six of the Constitution of Kenya.
6. Is convicted of a criminal offense in which he is not acquitted within three months.

iii. Qualifications of each Office Bearer.

For qualifications of office bearer refer to qualification to be a member of KIT.

iv. Roles of Office Bearers.

Leaders in their respective positions were to send their roles for record keeping and inclusion in the by-laws.

I. Tenure of Office Bearers.

Members agreed the current leaders to hold office until the group stabilizes.

However, the following were agreed concerning tenure of office bearers;

1. Members of the executive shall hold office for term of three years subject to renewal based on the previous performance but such member shall cease to hold an office for less than a period of two years if the association deems fit with evidence that any member of the executive is incapable of holding the respective office.
2. No member of the executive shall be subject to any monetary gain for the period they shall hold any office.

J. Group Finances.

All moneys and funds shall be paid in KCB joint account.

The treasurer shall make recordings in his book of accounts which at all times shall reflect the records of the secretary.

i. Sources of Funds of the Community Group.

The group funds shall come from the following sources;

1. Membership fees.
2. Monthly membership payment as prescribed by the law.
3. Proceeds from any monies invested by the group.
4. Fees from events organized by the Association.
5. Grants and donations from likeminded entities and other permitted organizations including civil societies both locally and internationally.

ii. Financial Audit Committee.

There shall be a finance audit committee which shall conduct the audits of the group accounts. All the groups account's records and documents shall be opened to the inspection of the audit committee at the general meeting.

MIN3/2025: AOB.

The treasurer urged members to make timely payments of their monthly fees and members with arrears to ensure they are updated.

MIN4/2025: ADJOURNMENT.

There being no AOB to discuss, the meeting was adjourned at 10:00pm by the chairperson. A closing prayer was led by Desmond Kipkoech.

Members were thanked for their active participation and encouraged to remain committed to the group's goals.

The date for the next meeting was agreed to be 27th April 2025 as from 8:00pm.

Jared Kipchirchir.

Chairperson.

Sign:

Date:

Joel Ojuka.

Secretary.

Sign:

Date: