SAWA NWDT SACCO LIMITED
PO BOX 46143 -00100
NAIROBI

MINUTES OF THE AGM MEETING HELD ON SATURDAY,
12TH APRIL 2025 FROM 10.05AM TO 2.46PM

The meeting commenced at 10.05am with a word of prayer from a member, Samuel Ogol. A minute of silence was observed in honour of our departed member, Gloria Khasamba.

Min 1.0-Reading the Notice calling the meeting.

Anthony Mwikia, the Hon. Secretary, Sawa Sacco Ltd, read the notice calling the meeting and introduced the Board of Directors, Supervisory committee, Branch representatives, Sawa Sacco employees, the auditors and the SCCO's Representative.

Min 2.0- Confirmation of last years' minutes.

A member, Samuel Ogol proposed the minutes as a true representation of what was discussed in 2024 AGM and was seconded by Clara Otanga. The Secretary took members through last year's minutes page by page and there were no issues reported on matters arising from the minutes.

Min 3.0- Chairman's Report

Chairman's statement

Our esteemed members and stakeholders, it is with great pleasure I extend a warm welcome to all of you to our 41st Annual General meeting, as I present to you the Annual Report for the period ended 31st December 2024 for Sawa NWDT SACCO Society Limited. This report highlights the SACCO achievements, challenges, and the overall performance in the context of the SACCO sector in Kenya.

As we gather today on this important occasion of our Annual general meeting though in person. It's yet another opportune moment to celebrate our collective achievements and shared dreams as SAWA SACCO family.
It's another valuable point in our journey together to chart our common future as a family of investors. Your board and the dedicated team of staff are tremendously honored to have steered our society this far even though our CEO, Mr John Mwangi left employment midway the year.
From a leadership perspective, the Board, which I have the privilege to lead, takes this early opportunity to thank you for the unwavering support and welcome you all to today's deliberations. The Board is alive to the opportunity to make a lasting impact in executing the mandate of the SACCO members.
The Board of directors of SAWA Sacco is ultimately responsible for the stewardship of the Sacco. It does not actively manage but rather oversees the day-to-day management delegated to the Chief Executive Officer of the Sacco. Their key role is oversight and policy formulation.

1.Operating Environment

2024 was generally a tough year for most people and businesses in Kenya and the world at large. There was loss of jobs which affected some of our members, leading to diminished ability to save and termination of membership.
However, we urge all of you, cherished members, to exploit affordable credit products offered by your society and make SAWA SACCO your financial partner of choice.
Ladies and Gentlemen, it's my firm believe that we cannot solve the challenges of our time unless we purpose to solve them together, unless we perfect our union of understanding that we may have different stories, but we hold common hopes; that we may not look the same and we may not have come from the same place, but we all want to move our SACCO in the same direction to better it for the future of our children and our grandchildren, a generation we cannot fail.
I suggest to you that the most urgent task facing SAWA today and decades ahead is to create an opportunity for her members to economically be self-sufficient.
SAWA will need to generate more income than its doing right now and time is of essence. The choices made today will shape the trajectory for decades to come. We need to out-innovate, we need to out-educate, we need to out-recruit, and we need out-build our competitors.
But as we work with you to make SAWA a better place to invest, I'm hoping that all of you are thinking what you can do for SAWA. Ask yourself what you can do to recruit more members, what you can do to support SAWA to grow. Winning the future is not just what the Sacco can do for you to succeed. It's also about what you can do to help the Sacco to succeed.

2.CORE VALUES

- Quality and Efficiency

At SAWA Sacco we are committed to providing quality and efficient services to our members

- Accountability and Friendly

We believe in being an accountable and friendly organization,

- Sound Management

We embrace sound management practices

- Communication, Team work and Mutual Trust

We believe in providing an enabling working environment that promotes communication, team work and mutual trust

- Competency

We are committed to recruiting, developing and rewarding competent personnel John Mwangi and Josephine Muchoki our New CEO are our testimony

- Creativity and Innovation

We cherish creativity, innovation and continuous learning .
Saccos countrywide are grappling with the dwindling borrowing power of their members due to government policies that have led to shrinking payslips.
This has forced many Saccos to reschedule loan repayments and develop products to ensure a more conducive take-home for most workers.
SACCOs are not collective investment vehicles but rather give you as a SACCO member access to affordable loans for development. SACCO members are advised not to push for payments of dividends beyond what can be accommodated by the Sacco.
Ministry of Cooperatives Auditors & the Interim Board have conducted an inspection of KUSCCO. Exaggeration of dividends is cited as one of the key problems with KUSCCO
The impact of new deductions, including the controversial housing levy and increased pension savings, has further squeezed household incomes, forcing many Kenyans to abandon their SACCO contributions. As a result, SACCO membership growth has slowed dramatically. SACCOs rely heavily on deposits to fuel their lending activities, but the decline in new members threatens this vital source of funds.

To address these challenges, i have urged the board together with the staff to develop new savings and credit products tailored to the changing needs of our members. Reactivating dormant accounts is also a priority, as SACCO seek to boost member participation in a difficult economic environment.

3. REVIEW OF THE SOCIETY FINANCIAL PERFORMANCE

I am pleased to inform you that our SACCO continued to experience sustained growth during the year. In 2024, the SACCO continued to place its members at the center of its decisions, making significant contributions to the wellbeing of the members and the society. The growth is attributed to a collaborative approach, service processes automation, digitization and improved patronage of our products and services. These attributes are consonant with our purpose of transforming lives. This annual Report showcases our solid results and highlights the forward-looking, innovative, and integrated SACCO we have become.

2024 Performance highlights Below is an overview of the statistical performance of the

society, over the last three years.

	2024	2023	2022
Total Assets	427,859,638	392,314,218	379,252,381
Members' Deposits	364,533,456	333,447,155	321,912,991
Loans and Advances to members	374,432,395	351,493,211	347,173,618
Interest on Members Deposits	27,000,000	26,000,000	27,000,000
Membership	444	451	448

The SACCO witnessed growth in key parameters including asset base, revenue,loans, deposits, with exception of payouts to members due to the regulator requirement on capital adequacy ratios. The impressive performance is a testament to the collective efforts and dedication of our members, staff, and leadership.
Several factors have contributed to this performance including our commitment to the realization of the strategic plan led by the vision, our diversified products, effective risk management, embrace of technology leading to enhanced operational efficiency &

member experience, member education & engagement, member patronization of products and services, sound governance and our adaptation to changing market economic conditions. Below is a review of the growth of the key parameters

1. Asset Base

Our asset base expanded, reaching new heights, and strengthening our financial foundation. The Asset Base grew by 6.1%=(KES 35,545,420) to stand at KES 427,859,638. The growth was attributed to better performance on deposits mobilization and loan uptake during the year

2. Loan uptake

The loan book grew by 6.5% (22,939184) to stand at KES 374,432,395. In 2024, we experienced tremendous growth due to increased member awareness about our loan products and continuous product enhancements. We continue to encourage you to take advantage of our stable and favorable interest rates and be part of the reason for our growth

3. Member Deposits

Member deposits grew by 8.5% (KES 31,086,301) to stand at KES 364,533,456. The SACCO was able to meet the members needs on loans and support operations while remaining within the requirements. Members, the SACCO has since the year 2016 retained the minimum monthly deposit contribution of KES 6,000

4. Membership

Despite of our membership being closed, The Sacco has maintained its numbers, reflecting the trust and satisfaction of our existing members and the appeal of our services to new members, seeking financial empowerment. During the year, membership dropped with active members totaling 444 from 451 recorded last year

5. Dividends and Interest on deposits

The Board is pleased to announce a dividend distribution of 8.59% (KES 1,340,316) per share and interest on deposits of 8.12% (KES 27,000,000) to members for the financial year ending 2024. The decrease in dividend from last year is due to pressure of complying with the regulator Capital adequacy ratios required at 50%, we closed the

year at 53%. However, interest on deposit have increased to 27M from 26M distributed in 2023.
The total amount to be distributed as dividends and interest once approved by members amounts to KES 28.3 million compared to KES 28.1 million for 2023. Members, you have always recognized the effort and roles played by the leadership, this year in the spirit of togetherness and compliance with the regulator we have reduced our Honoraria from 7.5% ksh2,025,000 Million to ksh1,300,000Million

4.Delinquency management

Our focus has been striving to maintain the PAR within the requirement by SASRA, through enhanced recovery strategies. The Board has continuously addressed stagnated and non-performing portfolios through alternative approaches.
Case in point that has affected us is kshs1,679,664 that has been provided for the year 2024 with 2025 being our last year to pay.
I know most of you are aware that our former treasurer, Mr Burton Nderitu is owing us money that he has started to pay. Legal avenue was followed on this case.

The classification of loans into performing, watch, Substandard, doubtful and loss as well as provision on non-performing loans has been in accordance with the guidelines issued by the regulator (SASRA) under regulation 41 (regulation 2010). We shall continue to strive to maintain the PAR within the acceptable level, and we encourage members to honor their obligations.
Guarantors suffer whenever they are compelled to pay for defaulted loans or their deposits are attached to recover total defaults: this is a painful experience for any guarantor

1. As a society we plan to engage debt collectors to help recovery of defaulted loans.
2. List defaulters with Credit Reference Bureau (CRB) to ensure that such members do not access finance from any other institution

The Board urges members to ensure that they repay their loans and in case of difficulties, approach the office to explore alternative payment plans

6. **Risk Fund**

The SACCO has maintained a competitive risk fund cover for deposits and loans. This current year, unfortunately we had 1 Member who departed us her name Gloria Khasamba, May God rest her soul in eternal peace. The SACCO will support the beneficiaries of the member through the risk fund scheme and the insurance company.

The SACCO requires all members to appoint their nominees while joining the SACCO and to ensure they update the details whenever necessary.

6.MEMBER MATTERS

In the face of economic challenges that many of our members are currently grappling with, I want to express our heartfelt gratitude for your unwavering loyalty to Sawa SACCO. Your trust and commitment have been the cornerstone of our success, and we remain dedicated to providing unparalleled support and financial solutions tailored to meet your evolving needs. We understand that the economic hardships have posed significant challenges for many of you. Please know that your concerns are at the forefront of our minds, and we are tirelessly working to navigate these challenges together. Sawa SACCO is committed to being a steadfast partner on your financial journey, providing stability and innovative solutions to ease the burden. We encourage you to engage us for assistance and support this year as we tackle the financial challenges together.

7.HUMAN RESOURCE MANAGEMENT & EMPLOYEE WELFARE

Our dedicated team played a pivotal role in our success. We invested in fostering a culture of collaboration, innovation, and employee well-being. The SACCO recognizes employees as the most valuable resource in attainment of its Vision and Mission. The Board acknowledges results are obtained through people and therefore has undertaken measures to maximize employee productivity including recruitment and retention of competent staff, balanced performance management systems and periodic review of staff welfare and benefits.

Our Ag.CEO is Josephine Nyambura. Assistant
Accountant is Jamleck Mwangi

8.RESOLUTIONS 2024 ANNUAL GENERAL MEETING

- To approve distribution of dividend at 8.59% and interest on deposits at 8.12% for year 2024
- To approve payments of kshs 1,300,000 board Honoraria for year 2024
- Current auditor to continue with audit year 2025. • Retain borrowing power at kshs 50m
- Retain indemnity at kshs 1 m.
- Engage debt collectors to help recovery of defaulted loans.
- List defaulters with Credit Reference Bureau (CRB)

9.ELECTIONS

Elections forms part of the agenda in the AGM. Procedurally, the co-operative officer is the legal officer who does conduct the elections as the returning officer. The rotation rule still applies where three (3) board members and one (1) supervisory committee member have to retire every year. The members retiring this year are:

Board Member
Anthony Wantaigwa - Vice chairperson board of directors
John Kodonde _ Secretary Education and innovative committee
Robert Mayama –Board Member Credit and Risk committee
Edward Okabi - Co-opted for treasurer position (Julius Maina)
Supervisory Board
Benard Nyambu – Secretary Supervisory board
We thank the members for their dedicated service

10. ACKNOWLEDGEMENT &APPRECIATION

I take this opportunity to recognize the contribution of my colleagues in the Board, whose skills, dedication, and diligence have added exceptional value to the SACCO. Thank you to our new CEO and her entire team for their unwavering commitment towards the SACCO's vision, mission, and values, and in execution of our strategic goals to create and deliver value during the year.
I extend my gratitude to our members for your unwavering support to the Sawa brand, our partners, and regulators for their roles. Thank you to everyone for making 2024 a successful year and for being an integral part of the Sawa SACCO family. We look forward to another year of supporting your financial success.
Here is to a year filled with prosperity, growth, good health, and unparalleled customer experiences. PAUL KIGAME
CHAIRMAN
SAWA NON WDTS SACCO LTD

The report was proposed by Francis Oduk and seconded by Veronica Kabacia.

Office location and staffing:

Our office is at WEST END SUITES
Telephone no. 0706 836359/0786 836359

Email:sawasacco@yahoo.com/sawasacco@gmail.com

Office staff: Josephine Nyambura and Jamleck Mwangi.

Min 4.0-Auditor's Report

Mr Livingstone Wamathai, CPA (K) of Wangombe & Associates gave a detailed summary of the audited accounts of which copies had been earlier availed to the members. He informed the members that the books had been kept well by the sacco Board and the office staff. He ended his report by asking the SAWA SACCO LTD members to allow their company continue auditing their books.

Member Rosemary Kamau proposed the auditor's report and was seconded by Wilson Odinga.

Min 5.0- Treasures report

PERFORMANCE REVIEW

	2024 Actual	2024 Budget	Budget achievement	2023 Actual	Growth
Total income	43,977,848	49,672,286	89%	41,519,127	6%
Total expenses	10,290,643	10,417,418	99%	9,866,998	4%
Net income	33,687,205	39,254,868	86%	31,652,129	6%

OTHERS

	2024	2023	2022
Total Assets	427,859,638	392,314,218	379,252,381
Members' Deposits	364,533,456	333,447,155	321,912,991

Loans and Advances to members	374,432,395	351,493,211	347,173,618
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Membership	444	451	448

The report was proposed by Samuel Matheka and seconded by Jared Owaa.

- **Minute 6.0-Supervisory Committee Report**

Statement of the supervisory committee

In line with SAWA SACCO By-laws and the Sacco Societies Act, the supervisory committee conducted a review of the affairs of the Sacco for the year ending 31st December 2024. We reviewed the affairs of the Sacco including compliance with internal control procedures and hereby present our report.

Members of the Committee
Edward Okabi - Chairman
Bernard Nyambu - Secretary
Samuel Barasa - Member

INTRODUCTION
The Supervisory Committee had engagements with the Board of Directors of SAWA SACCO on a quarterly basis and issued our Supervisory Committee reports to the Directors.
The findings in the quarterly reports were discussed with Board of Directors and most of the concerns raised were sufficiently addressed in the course of the year. We have highlighted key matters that we deem necessary to bring to the attention of the members.

SAWA SACCO Membership

The membership of the Sacco declined by 1.55% in the year 2024.

	Dec-24	**Dec-23**	**Dec-22**

Members	444	451	448

Loan Disbursements

The Sacco issued Ksh 374 million in loans to members in the year 2024 compared to Ksh 351 million issued in the year 2023. This represents a growth of 6.15%

	Dec-24	**Dec-23**	**Dec-22**
Loans Issued (Mn)	374	351	347

Records relating to loan applications, disbursements and guarantors are well documented. **Non-Performing Loans**

Total non-performing loans amounted to Ksh 1.6M million as at 31st December 2024 compared to 3.5M in 2023. We encourage members to ensure that all the loans they have guaranteed are serviced and repayments are up to date to avoid penalties that arise as a result of default.

MANAGEMENT AND AUDITED ACCOUNTS

Financial performance

The total income grew by 5.5% from 41.5M to 43.9M

	Dec-24	Dec-23	Dec-22
Total Income (Mn)	43.9	41.5	40.75
Total Expenses (Mn)	10.29	9.67	8.46

The assets of the Sacco grew by 9.049% from Kes 392.3 million in 2023 to Kes 427.8 million in 2024

Conclusion

- The supervisory committee would like to take this opportunity to thank all members for their contribution towards the results we have achieved so far and the support you have accorded us.
- Our special thanks also go to the Board for ensuring that the SACCO affairs were run smoothly during the year.
- Last but not least, we say a big thank you to the staff members Josephine and Jamleck for being so instrumental and supportive to us whenever we held our meetings.

For and on behalf of the Supervisory Committee.

EDWARD OKABI
CHAIRMAN

The report was proposed by Susan Kamau and seconded by Kevin Muraya.

Minute 7.0-CCO's Representative address

Margaret Kamau of the DCO's office thanked members for their support to the sacco's management. She also thanked the Management for the good work done, great results in a tough year and holding the AGM well in good time. She noted that the sacco was doing well but challenged members to increase their monthly contributions and have more to lend. She challenged members to aim for personal growth.

Minute 8.0-Elections

The following were retiring;

- Antony Wantaigwa- Not available for re-election
- Robert Mayama- Not avalaible fo re-election
- Julius Irungu- Not available for re-election
- John Kodonde- Available for re-election
- Edward Okabi- Available for re-election
- Bernard Nyambu- Available for re-election

Margaret Kamau of CCO's office conducted the elections. The following were proposed to the Board;

Company		**Votes received**
Icea lion Group		
Cyndi Rotich	Proposed by: Tabitha Manjari Seconded by: Francis Oduk	26
Paul Mwago	Proposed by: Elijah Githinji Seconded by: Edith Watare	24
Peter Mbire	Proposed by: Francis Kaula Seconded by: Jessy Kinuthia	35
John Kodonde	Proposed by: Victor Lukondo Seconded by: Vincent Okemwa	21
Edward Okabi	Proposed by: Anthony Mwikia Seconded by: Ann Mwaganu	Unopposed
(Unopposed for Treasurer's office)		

Edward Okabi, Cyndi Rotich and Peter Mbire were voted into the Board Autosterile

- Dominic Mbugua Proposed by: Justus Nzau Unopposed Seconded by: Stephen Wambua

Two vacancies in the supervisory committee were due to be filled and B Nyambu was offering himself for re-election. S. Baraza and E. Okabi were unavailable for re-election.

		Votes received
Bernard Nyambu Unopposed	Proposed by: David Mugwe Seconded by: Samuel matheka	
John Kodonde Unopposed	Proposed by: Victor Lukondo Seconded by: Tabitha Manjari	
Paul Mwago	Proposed by: Edward Tari Seconded by: Edith Watari	Unopposed

Minute 9.0-Resolutions

Ms Margaret Kamau of the SCCO's office guided the members on resolutions and it was agreed as follows;

I. To approve distribution of dividend at 8.59% and interest on deposits at 8.12% for year 2024 Proposed by: Wilson Odinga
Seconded by: Paul Ogembo

II. To approve payment of kshs 1,300,000 Board Honoraria for year 2024
Proposed by: Cyndi Rotich
Seconded by: Kevin Muraya

III. Current auditor (Wangombe & Associates) to continue with audit for year 2025.
Proposed by: Paul Mwago
Seconded by: Tabitha Manjari

IV. Retain borrowing powers at kshs 50m
Proposed by: Victor Lukondo
Seconded by: Peter Mwati

V. Retain indemnity at ksh 1M Proposed by: Elizabeth Kasiva
Seconded by: Justus Nzau

VI. Engage debt collectors to help recovery of defaulted loans.
Proposed by: Vincent Okemwa

Seconded by: Jared Owaa

VII. List defaulters with Credit Reference Bureau (CRB)
Proposed by: Wilson Odiya
Seconded by: Paul Ogembo

Minute 10.0 A.O.B.

The Board members voted in thanked the co-operators for the opportunity to serve them. The Secretary thanked the members for being in time for the meeting.

The Secretary reminded members to keep on updating their beneficiaries list as and when necessary. The issue of loans guarantorship was also revisited with members being informed on its importance.

Members present were informed of the office staff changes following John Macharia's departure to pursue personal interests. Josephine Nyambura is now the Ag. CEO and Jamleck Mwangi is the Assistant Accountant.

The Chairman, thanked the SCCO Representative, Sacco members and Sacco staff for their good work.

The meeting was called to close at 2.46pm after a prayer from Benson Juma.

Chairman PAUL KIGAME……

Hon. Secretary ANTHONY MWIKIA……

Member GEOFFREY NGEI ……