

Devi Mandir Board of Directors – Governance Structure

Organizational Chart (Text Outline)

Chair (Nisha Sharma)

- Provides overall leadership to the Board and the temple.
- Sets the strategic vision and priorities in consultation with the Board.
- Chairs all Board meetings, ensuring orderly discussion and fair decision-making.
- Represents the temple in public forums, interfaith councils, and with civic authorities.
- Acts as the primary spokesperson for the temple when needed.
- Ensures all Board resolutions are implemented.
- Promotes adherence to Hindu values and ethical principles in all activities.

Vice Chair (Sharon Heerasingh)

- Assists the Chair in all duties.
- Acts as Chair during their absence or incapacity.
- Supports strategic planning and policy development.
- Chairs specific committees and/or special projects
- Supports the Chair in providing mentorship and leadership development for new Board members.
- Helps ensure continuity of leadership and smooth Board transitions.

Secretary (Samantha Rampersad)

- Maintains accurate minutes of all Board meetings.
- Distributes meeting notices, agendas, and minutes to Board members.
- Maintains official temple records, including bylaws, policies, and resolutions.
- Manages all official correspondence on behalf of the Board.
- Ensures timely filing of legal or regulatory documents (e.g., charitable registration, trust filings).
- Assists in maintaining membership records
- **Provides oversight of Office Administration, supervising staff or volunteers as needed to ensure smooth, efficient, and compliant daily administrative operations.**
- Ensures transparency and accessibility of Board decisions.
- Ensures communication with members.(Communication & IT)

Treasurer (Preeya Persaud)

- Manages and oversees the temple's financial affairs.
- Prepares, presents, and explains monthly, quarterly, and annual financial reports.
- Drafts annual budgets in consultation with Board and committee chairs.
- Oversees accounting systems, bank accounts, and financial controls.
- Ensures compliance with legal, tax, and charitable trust requirements.
- Coordinates independent audits or financial reviews.
- Supports fundraising strategies with accurate financial planning.
- Prepares and submits grant applications when available.

Director of Religious Affairs (Chair Supported by Vice Chair)

- Coordinates all religious activities, rituals, and religious events
- Ensures that pujas and ceremonies adhere to appropriate Hindu traditions.
- Works closely with temple pundits, religious, and altar committees.
- Prepares annual religious calendar of events.
- Supports religious education initiatives (e.g., Kirtan and Bal Vikaas classes).
- Advises the Board on theological or ritual questions.
- Ensures respectful, inclusive practices for diverse sects and traditions.

Director of Community Outreach & Events (Om Srivastava)

- Plans and executes cultural, social, and educational programs.
- Coordinates community celebrations.
- Develops partnerships with local organizations, schools, and civic groups
- Oversees volunteer recruitment and management for events.
- Communicates temple activities to the broader community.
- Leads social service initiatives (e.g., food drives, charity work)
- Promotes inclusivity and engagement among all age groups and communities.

Director of Facilities & Operations (Rohan Persaud & Khemraj Kunjebharry)

- Oversees maintenance of all temple buildings, grounds, and assets.
- Develops and implements cleaning, safety, and security protocols.
- Manages contracts for repairs, utilities, and maintenance services.
- Plans for renovations, expansions, or new construction projects.
- Ensures compliance with local building, fire, and health regulations.
- Maintains inventories of physical assets and supplies.
- Advises Board on facility-related capital investments.

Director of Fundraiser – (Anjanie Sukhmandan)

- Develop and execute an annual fundraising plan aligned with temple priorities.
- Build and maintain relationships with donors, sponsors, and community partners.
- Lead fundraising events and campaigns such as the annual gala, Divali show, and donation drives.
- Identify grant and sponsorship opportunities from businesses and organizations.
- Ensure transparency and accountability in all fundraising and financial reporting.
- Collaborate with the Treasurer, Communications, and Events teams to promote initiatives.
- Recognize and appreciate donor contributions and volunteer efforts. Provide regular updates to the Board on fundraising progress and opportunities.