



Dedicated to New Testament Spirituality

MUTARE SCHOOL OF PREACHING

Church of Christ

“Do your best to present yourself to God as one approved” (II Tim. 2:15)

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Registered with the Ministry of Higher & Tertiary Education, Science & Technology Development Management Manpower Development Act (Chapter 28:02)

A.G.M Minutes	Meeting Date:27 June 2025	Meeting Time:9:45am	Closing Time: 12:57pm
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Minutes

Present Board Members:	Brother J. Mugweni – Board Chairman Brother Nyoni – Board Secretary Brother Machingura –Vice Chairman Brother Tinofa- Board Treasurer Brother Chirapa Dr. Gwini
Ex- Officio:	Brother Marunga - Principal
Apology:	Brother Marandure
Minutes Taking	Sister Mutsago
Opening Prayer	Brother Piet
Song Leader:	Brother Madyira
Closing Prayer:	Brother Tinofa

Members Present:

1. A. Jarati
2. M.G Magaya
3. L. Pfigi
4. M. Phiri
5. E. Gwazaza
6. T. Chizawari
7. M Ruredzo
8. E. Makarichi
9. F. Makarichi
10. C. Jokonya
11. N. Kanchefu
12. Z. Kanchefu
13. S. Botoman
14. K. Madyira
15. N.M. Gonzo
16. T. Karikoga

17. B. Mucherera
18. A. Venganai
19. G. Venganai
20. D. Siwedi
21. R. Gushakusha
22. O.T. Marange
23. H. Chirava
24. T. Moyana
25. J. Rumbabvu
26. B. Marufu
27. M. Kasimu
28. Z. Mazenza
29. G. Magaya
30. I. Mutichu
31. O. Kufa
32. D. Chagoma
33. V. Chagoma
34. N. Muchingami
35. M. Muchingami
36. T. Musongora
37. T. Chihanja
38. C. Nyamombe
39. L. Manyanhaire
40. R. Gushure
41. L. Karikoga
42. C. Bukuta
43. G. Chimanga
44. M M Matiza
45. A. Mushumbi
46. M. Mekerese
47. R. Mekerese
48. T. Tanhera
49. A. Piet

1	<p>Welcome Remarks</p> <p>The Board Secretary asked the house if members present met the quorum for the AGM to proceed. The house agreed to proceed. He welcomed everyone to the Annual General Meeting, expressing gratitude for their presence and support. He emphasized the importance of collaboration and transparency within the organization. He mentioned that the meeting would focus on reviewing the past year's achievements, discussing the challenges faced, and outlining future plans. The Secretary encouraged active participation from all attendees, highlighting that their input would be invaluable for the discussions ahead.</p> <p>In closing, he reiterated his appreciation for everyone's attendance and expressed hope for a productive meeting.</p>	<p>Action Plan</p> <p>Brother Nyoni</p>
2.	<p>Reading of the Previous Minutes</p> <p>Brother Nyoni read the minutes from the previous meeting, and it was noted that no corrections were made. The attendees agreed that the</p>	<p>Brother Nyoni</p>

	<p>minutes accurately represented the discussions and decisions of that meeting.</p> <p>Omission of Names It was brought to attention that during the review of the minutes from the last Annual General Meeting, the names of Brother Gwazaza and Gonzo were inadvertently omitted from the attendance list. The Board Secretary acknowledged this oversight and offered sincere apologies for the error.</p> <p>Matters Arising from the Previous Minutes</p> <p>Fund Raising Initiative Brother Kanchefu inquired if the fundraising initiative had been carried out. Brother Nyoni responded that it had not been done, as the focus was on relocating the herd from Nhowe to Arda. He mentioned that the board members would organize the fundraising effort in the near future.</p> <p>Donations to the School Brother Jokonya inquired whether the congregants and church had been informed about the one-dollar donation issue, suggesting that letters should be written to churches and congregants appealing for this contribution, and that the appeal should come from the school. Brother Marunga responded that it was an appeal made at the AGM for congregants and churches to donate to the school. Brother Gonzo supported the idea, emphasizing the history that the Board needed to support the school.</p> <p>Poor Attendance Brother Siwedi asked whether the congregants were being encouraged to attend such meetings, noting that only preachers had attended the AGM. He emphasized the need for collaboration with the churches for the benefit of everyone. Brother Marange seconded his remarks, expressing that the apathy and lack of interest were concerning and questioned why this was the case. In response, it was stated that local churches were being informed and encouraged to attend these meetings. It was suggested that the minutes should be sent out well in advance to allow sufficient time for reading.</p> <p>Constitution Amendment Brother Karikoga asked whether the constitution had been amended. Brother Tinofa responded that it had not been amended, as the school was working on a number of policies to help govern the board in the amendment process. It was noted that Brother Jefta had not participated while he was a student. Ultimately, it was agreed that the constitution should be amended.</p> <p>Human Resources Brother Mutichu inquired about the welfare of staff members, asking if the loans were accessible. He also questioned whether, given the increase in funds, the Board had considered raising salaries. Brother Nyoni responded that every year, an increase is implemented and that the Board is doing its best for its staff.</p> <p>Adoption of the previous minutes Brother Botoman proposed the adoption, which was seconded by Brothers Gwazaza and Chagoma.</p>	
3.	New Business	Brother J. Mugweni

	<p>Chairman’s Report</p> <p>The Chair of the Board addressed the attendees, including board members, faculty, staff, students, alumni, supporters, and stakeholders of the Mutare School of Preaching. Expressing humility and gratitude, the Chair reflected on the past year, 2024, noting it had been both challenging and rewarding. Before discussing the MSOP business, the Chair called for a minute of silence to honor the heroes of faith who had passed away, particularly highlighting the recent loss of Mfundisi Chaplain Captain Mafusire.</p>	
	<p>The Chair highlighted that over the past year, the institution remained committed to its mission of training faithful gospel preachers. Graduates are now serving across Zimbabwe and beyond, spreading the gospel and transforming lives. The Chair expressed gratitude for the efforts of the Principal, faculty, and support staff in maintaining spiritual and academic excellence despite economic and logistical challenges.</p> <p>The Chair announced that the institution is guided by a strategic plan available on the website and emphasized on-going efforts to improve staff welfare as funds permit. It was also noted that a pre-owned combi was purchased after disposing of the Nissan bus, which is available for viewing. Additionally, the Chair highlighted that eight students graduated in 2024, showcasing the quality of teaching and the effectiveness of the curriculum. The Chair stated that efforts are underway to launch a blended learning platform that will offer both online and in-person options. While acknowledging the challenges involved, the Chair emphasized the need to position the institution for long-term sustainability and a broader impact.</p> <p>The Chair reported that due to limited funds, there was minimal campus maintenance and resource mobilization this year. However, new computers and learning materials were acquired through generous donations from brethren abroad. An appeal for support from the wider Church of Christ community was made to build a resource-rich training institution for future preachers.</p> <p>Regarding financial stewardship, the Chair highlighted prudent management of finances despite economic volatility, assuring that the Board is committed to transparency and strategic budgeting.</p> <p>Two proposals were presented to the AGM: limiting the number of guests for graduation meals to address budget challenges, with a fee for additional attendees, and forming a MSOP Alumni Association as an independent entity to support the school.</p> <p>The Chair expressed gratitude to the leadership team, faculty, and administrative staff for their dedication. Thanks were also extended to international partners and congregational supporters, wishing them blessings for their commitment. The Chair acknowledged alumni for their success in ministry and encouraged students to embrace their training with zeal.</p> <p>Looking ahead, the Chair reaffirmed a bold vision to increase enrolment, improve campus infrastructure, enhance staff welfare, and deepen academic and spiritual impact, emphasizing the growing need for trained</p>	

	<p>gospel preachers. The Chair concluded with a quote from the Apostle Paul to Timothy, urging commitment to teaching faithful men.</p> <p>The Chair wished God's blessings upon the Mutare School of Preaching.</p> <p>Questions, Suggestions and Answers</p> <p>Brother Gonzo inquired about the transparency regarding the cost of the Combi and how it was priced. In response, it was noted that the Treasurer will provide details on the cost of the Combi in his upcoming report.</p> <p>Brother Kanchefu expressed his gratitude to the Board for purchasing the Combi. He noted that the branding is not very visible and suggested that it be branded similarly to the Avondale Combi for better visibility.</p> <p>Brother T. Karikoga inquired about the strategic document, asking where the institution is coming from and where it is heading. In response, it was confirmed that the strategic document and budget are in place and should be revealed annually. It was stated that the budget is revealed through monthly reports that include variance analysis. If targets are not met, an evaluation process is conducted to assess the situation.</p> <p>Brother Marange asked whether there are any appraisals within the system, emphasizing the need for staff and the Principal to evaluate their performance. He inquired if the performance of the Principal, staff, and the Board itself is assessed. In response, it was stated by the Board that to appraise the staff by conducting job evaluations and grading each individual using the Partson model, which is suitable for the school. It was also noted that targets could be set for each position or person to be evaluated quarterly, linking the evaluations to salaries and creating a standard grading system.</p> <p>Brother T. Karikoga suggested the inclusion of women on the Board. In response, it was stated that the Board is flexible and that members are elected during the Annual General Meeting (AGM) using the constitution.</p> <p>The report was adopted by T. Karikoga and seconded by Brother Makarichi.</p>	
4	<p>Principal's Report</p> <p>The Principal expressed gratitude for the opportunity to present the report, highlighting the school's progress, challenges, and future directions in fulfilling its mission to train preachers and church leaders.</p> <p>Student Enrolment and Welfare: The student population increased by 12%, reaching a total of 28 students, surpassing the operational budget target of 20. The first-year class consists of 12 students (2 married couples and 8 singles, including 2 foreign students). The second year has 8 students, and the third year also has 8 students currently on field practice at various locations. The school is now inviting requests for 2027 field practice placements.</p>	Brother Marunga

<p>Staff Update and Welfare: The staff establishment remains at 6, with 2 contract employees. They have worked diligently to meet targets, including teaching, assessments, and field visits. The Principal acknowledged the Board's efforts to improve staff welfare and retention strategies.</p> <p>Curriculum Issues: The curriculum remains unchanged, but critical skills and competencies are being enhanced through seminars and workshops, including those on funeral chaplaincy and prison ministry. Additionally, the Diplomas in Theology and Pastoral Ministry, as well as Chaplaincy Studies, are being modularized by HEXCO.</p> <p>The Principal reported several key updates:</p> <p>A new mini bus has been purchased and delivered to the school by the Board. For staff development, a seminar on Cyber Security and HEXCO Exams Management was conducted successfully. Proposed field practice placements for 2026 were shared, including locations such as Charlotte Brook, Juru, KASMAT farm, Chigavakava, and Chikanga 1. An update on the ARDA herd indicated a total of 22 animals, which includes 4 heifers and 2 cows in calf, among other livestock categories.</p> <p>Graduation: This year's graduation will feature 8 students graduating under the theme "Managing Key Factors in the Ministry" (1 Tim. 3:15). Hughert Ramagwede from South Africa will be the Guest of Honor and speaker. Graduates will benefit from the GK Meats start-up revolving fund, which has reached \$900, enabling 3 graduating students to borrow for micro projects.</p> <p>Internal Capacity Building Programs: The Principal highlighted upcoming internal capacity-building programs that will focus on:</p> <ul style="list-style-type: none"> • Setting, marking, and grading tests and assignments. • Pedagogies in theological education and the use of AI tools. • Equipping ministers for media coverage and participation. <p>These initiatives are designed to enhance the skills and capabilities of both staff and students.</p> <p>Infrastructure Development: The Principal reported that minimal improvements were made to the physical infrastructure this year due to limited funds. However, donations facilitated the purchase of 10 new desktop computers and the installation of solar power in the library. The school invites participation in campus improvements, such as paving the driveway and installing solar street lights.</p> <p>Spiritual Development: Daily devotionals, weekend prayer sessions, and weekly student-led chapel services remain central to campus life. Students are mentored in spiritual disciplines, with faculty maintaining open-door counseling relationships to support their growth.</p> <p>Practical and Congregational Involvement: Students have been actively involved in congregations across</p>	
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<p>Manicaland, participating in evangelism campaigns, Bible studies, and preaching appointments. Feedback from congregations has been very positive, reinforcing the school's commitment to developing graduates with a diverse skill set.</p> <p>Challenges and Outlook: The Principal acknowledged ongoing challenges, including inadequate teaching resources, limited financial support for staff and student scholarships, and rising operational costs. Looking forward, the school aims to expand online learning infrastructure, launch an alumni association, strengthen partnerships with local congregations, increase revenue streams, revive past fundraising efforts, and expand networking opportunities for the benefit of the school community.</p> <p>Gratitude The Principal expressed heartfelt appreciation to the hardworking faculty and staff, the MSOP Board for their unwavering oversight, local and international congregations for their prayer and material support, and the students for their discipline and mission focus throughout the year.</p> <p>Conclusion: The Principal affirmed that the Mutare School of Preaching remains committed to its calling, emphasizing that the school is not only teaching preaching but also forming individuals of character, conviction, and compassion ready to serve Christ and His Church. The Principal concluded by wishing for continued guidance and blessings on their efforts.</p> <p>Questions, Suggestions and Answers</p> <p>Brother Kanchefu thanked the school for having Star Link available on campus, expressing appreciation for the benefits it brings to both staff and students. Brother Marange stated that while Star Link is commendable, there is a need to transition from the library's modern system to using laptops for greater efficiency</p> <p>During the meeting, Brother Mutichu inquired about the effectiveness of the "2 in and 1 out" learning module. Brother Marunga responded that this approach aligns with the recent changes in the systems of Poly and Teachers Colleges, emphasizing that pastoral training is a distinct field that equips students with essential practical skills. He noted that the school is adhering to the HEXCO system. Brother Mazenza commented that if the school is following the HEXCO system, it is important to adhere to it strictly.</p> <p>Brother Manyanhai discussed the importance of having standard documents and lessons for students during their attachments to congregations, noting that this would help preachers assess the students effectively. He suggested that the school should involve preachers in compiling the modules, as they are the ones who encounter the challenges when students come for attachment. Brother Rumbabvu responded that students are provided with a detailed document outlining the topics to be covered during their attachment, along with an assessment form for the preacher to evaluate the student.</p> <p>Brother Siwedi added that rotating students every six months among different congregations is beneficial. He explained that this rotation provides students with valuable exposure and experience across various</p>	
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	<p>congregations, making it less burdensome for churches to support a student for six months rather than a full year.</p> <p>Brother Ruredzo suggested that they should have ambassadors in each congregation to assist with student recruitment. In response, Brother Mazenza pointed out that, as graduates of MSOP, they are already ambassadors, emphasizing that it is their duty to unite the church and the school.</p> <p>Brother G Magaya suggested that the school should create a calendar for the entire year to visit churches, so that the school can be more visible and the congregants can be aware of the school's need for support.</p> <p>The report was adopted by Brother Gushure seconded by Sister Manyanhaire</p>	
5	<p>Treasure's Report</p> <p>Brother Tinofa began by explaining that the combi was purchased for \$20,000. He noted that the Nissan Civilian was disposed of for \$6,000, while the Isuzu was disposed of for \$3,000. The proceeds from these sales were used to buy the combi.</p> <p>He highlighted that the accounts he was about to present were unaudited, as Brother Makoni, who used to audit their books, had passed away. They had engaged Brother Dzobo for the audit, but he could not make it due to other commitments. Brother Tinofa stated that the accounts reflect a true and fair view of the accounting system.</p> <p>The report covers the financial year from January to December 2024 and aims to present to the members the major financial highlights during that year, along with a set of the unaudited financial statements for the Mutare School of Preaching (MSOP).</p> <p>The economic and financial operating environment in Zimbabwe was described as very unstable and unpredictable, primarily due to inflationary conditions and ongoing changes to fiscal laws and currency reforms. The economic and operational risks remained high because of the unpredictability of these reforms. In 2024, Zimbabwe's economic performance was characterized by a slowdown in growth, with a projected GDP growth of only 2%, largely attributed to the El Niño-induced drought and macroeconomic instability. Although the introduction of the ZiG currency in April helped stabilize the exchange rate and curb inflation, the currency continued to face pressure from various market forces. Additionally, foreign funding opportunities were considered at risk due to global economic pressures stemming from climate change and the potential for recent wars to escalate into global conflicts.</p> <p>The Board resolved to change the reporting currency from ZWL to US\$, effective January 2024. The accounting system has been updated to report in USD, and monthly reports are now being shared in this</p>	Brother Tinofa

<p>currency. A valuation of assets, including land and buildings, has been completed, and a valuation report is now available.</p> <p>In terms of compliance, the institution remains compliant with statutory obligations. It is registered with ZIMRA for PAYE, and all returns and payments are up to date. Staff are enrolled in the NSSA pension scheme as required by law, with payments and returns also current. Additionally, the institution is a registered annual HEXCO center, with license renewal fees paid and the license available.</p> <p>A revaluation conducted by ALMAS PROPERTIES (Pvt) Ltd on June 30, 2024, established that the property under a deed of transfer is valued at a total of US\$3,730,527.00.</p> <p>Mutare School of Preaching (MSOP) is a non-profit organization registered in Zimbabwe, focused on training preachers and community leaders, supported by local and international churches.</p> <p>The financial statements have been prepared in accordance with MSOP's accounting policies and Generally Acceptable Accounting Practices (GAAP). They are presented in United States Dollars (USD), with all RTGS (ZiG) settlements made at the bank's exchange rate per monetary policy.</p> <p>The statements follow the accrual basis of accounting as determined by the Board, which considers this approach suitable. Income from grants is recorded on a cash basis when received. Operating expenses are paid via cash or bank transfer, with a clear distinction between capital and revenue expenditures. Expenses are recorded when incurred, and property and equipment are capitalized at cost upon purchase.</p> <p>Transactions in currencies other than the functional currency are recorded at the exchange rates prevailing on the transaction dates. At the end of the reporting period, monetary items in foreign currency are retranslated at the reporting date's rates, with any exchange differences being included in the statement of income and expenditure.</p> <p>The MSOP payroll is processed monthly in USD, with PAYE remitted to ZIMRA as required and related transactions recorded accordingly. The organization and all employees contribute to the National Social Security Authority (NSSA) pension and benefits scheme, which is defined as a contribution scheme.</p> <p>Income & Expenditure Report</p> <p>Cash and cash equivalents comprise cash on hand and bank account balances. Capital expenditure is capitalized in accordance with accounting standards, and assets are recorded at either cost or revaluation</p> <p>For the year ended December 31, 2024, the Mutare School of Preaching (MSOP) reported total income of US\$181,615, which included US\$89,062 from foreign donations, US\$6,205 from local donations, US\$75,410 in rental income, US\$4,358 from project income, and US\$6,580 from other sources.</p> <p>Total expenditure amounted to US\$139,038, with significant costs including US\$18,645 for training, US\$24,836 for administrative</p>	
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<p>expenses, US\$1,062 for traveling costs, US\$9,576 for motor vehicle expenses, US\$611 for marketing, US\$44,428 for staff costs, US\$7,188 for project costs, US\$16,355 for student scholarships and allowances, and US\$16,338 for depreciation.</p> <p>As a result, MSOP reported a surplus of US\$42,577 for the year.</p> <p>It was reported that notes for comparison were provided for each category of expenditure and income. These notes included detailed explanations and analyses, allowing for a clearer understanding of the financial performance and variations from previous periods. The comparisons aimed to highlight significant trends and assist in evaluating the organization's financial health.</p> <p>Cash Flow Movement</p> <p>For the year ending December 31, 2024, the Mutare School of Preaching (MSOP) reported a net cash flow from operations of US\$3,219. Cash receipts from foreign and local partners totalled US\$59,695 and US\$7,667, respectively, along with US\$54,109 from other operations. However, cash payments for various costs, including training, administrative, traveling, motor vehicle, marketing, staff, project costs, and student scholarships, amounted to US\$56,590.</p> <p>In investing activities, MSOP had cash receipts of US\$3,000 from the sale of property and equipment and US\$154 in interest on loans. Nevertheless, cash payments for purchasing property and equipment and staff loans totalled US\$22,640, resulting in a net cash flow from investing activities of -US\$19,486.</p> <p>There were no cash receipts or payments related to financing activities, leading to a net cash flow from financing activities of zero. Overall, there was a net decrease in cash of US\$16,268.</p> <p>At the beginning of the year, cash stood at US\$78,481, resulting in an ending cash balance of US\$62,214. This included cash at hand of US\$5,616 and a bank balance of US\$56,598.</p> <p>This totalled to \$62 214.00 of which the school was on the safe side.</p> <p>Balance Sheet</p> <p>As of December 31, 2024, the Mutare School of Preaching (MSOP) reported total assets of US\$3,841,470. This included non-current assets valued at US\$3,714,620, comprising land, buildings, motor vehicles, borehole equipment, furniture and fittings, other equipment, and computers.</p> <p>Current assets amounted to US\$126,850, which included debtors, cash and cash equivalents, and biological stocks. Current liabilities totalled US\$13,100, comprising creditors and student scholarships.</p> <p>MSOP's total net assets stood at US\$3,828,370, which included an accumulated fund of US\$57,613, an asset revaluation reserve of US\$3,728,180, and a net profit of US\$42,577 for the year.</p>	
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<p>Questions, Answers and Suggestions</p> <p>Brother Kanchefu expressed his gratitude for the donation received from PACT, highlighting it as a significant contribution to local donations. He also thanked the board and staff for their commendable work.</p> <p>Brother T. Karikoga highlighted the safety net mentioned in the report, suggesting that it could potentially be channelled into other projects.</p> <p>Brother Marange commented on the diagrams included in the report, stating that they were self-explanatory. He then inquired about the number of projects the school has and which ones are deemed viable. Additionally, he questioned whether the safety net could enable the school to invest in purchasing houses.</p> <p>In response, Brother Tinofa explained that the school has a cattle project that has not yet reached the stage of generating profit but store of value. He noted that the board is aware of the need for pen fattening, which is a lengthy process requiring a substantial investment.</p> <p>Regarding the potential for purchasing a house, he mentioned that they considered renovating House Number 207 in Village 14, Dangamvura, but found that the renovation costs were comparable to buying a new house. He added that the board is currently considering the issue of purchasing houses in the area.</p> <p>Brother Gushure acknowledged a significant change on campus and expressed his appreciation for it. He inquired whether the sale of the bus had been advertised to preachers, suggesting that some might have been interested in purchasing it. Brother Kufa emphasized that the purpose of networking is to facilitate the buying and selling of goods, allowing members to help each other. In response, Brother Marunga noted that actions need to be taken to establish a network before disposing of assets, and that potential bidders should be carefully considered.</p> <p>Brother Gwazaza commented on the disposal of the bus, expressing concern that it would result in a significant loss. In response, it was clarified that the bus had been advertised for an extended period but attracted no buyers until it was finally sold.</p> <p>Brother B. Mucherera suggested that the net profit be directed towards constructing a hall that could be rented out to generate revenue. He emphasized the importance of utilizing the venue site to build a structure specifically for this purpose.</p> <p>The report was proposed as a correct record by Brother G. Magaya and was seconded by Brothers Mucherera, Ruredzo, Bukuta, and Chihanja.</p>	
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