

**MCMEMBERS2019-20**

Urbana Welfare Association

**MINUTES OF MEETING– MOM 2019/02**

DATE:28thApril,2019 at UWA Office

Sl.	Name		ATTENDANCE		CONTACTNUMBERANDEMAIL	
1	Sanjiv Ganeriwala	SG	P			
2	Kisor Kumar Nadhani	KN	P			
3	Nikhil Kothari	NK	P			
4	GopaBhabani	GB	P			
5	Hemant Raj Lodha	HL	P			
6	Sanju Thakar	ST	P			
7	Shyam Sundar Sonika	SS	P			
8	Anamika Choudhury	AN	P			
9	Anil Kumar Agarwal	AA	A			
10	Deb Kishore Gupta	DG	P			
11	AnindaPalit	AP	P			
12	Nidhi Goenka	NG	P			
13	Anand Chand	AC	P			
14	RenuSaharia	RS	P			
15	Shukla Das	SD	P			
16	Kanad Maitra	KD	P			
17	Rajiv Choudhury	RC	P			
18	Pradip Kumar Sinha	PS	P			
19	Rachna Banerjee	RB	A			
20	Kohinoor Mandal	KM	A			
21	Suraj Bhandari	SB	P			

P- PRESENT:18,A – ABSENT:3,E-EXCUSED:

## MINUTES OF MEETING

### MC MEETING 02- 2019

Venue: UWA Office at Club Urbana at 1100 Hrs

No	Details	Action by	Date
1	<p><b><u>Welcoming all MC Members and urging to work as a Team</u></b></p> <p>While welcoming all, SG urged all to work passionately as a team to accomplish the goal.</p> <p>He reminded the responsibilities entrusted on the Governing Body including office bearers by highlighting specific sections from the Rules.</p>	ALL	
2	<p><b><u>FORMATION OF COMMITTEES</u></b></p> <p>SG suggested to form different committees for specific function/area and requested members present to suggest names for Chairman, Co-Chairman, Co-Ordinator for each Committee.</p> <p><b><u>CAM COMMITTEE:</u></b></p> <p>Proposed Chairman: KISOR KUMAR NADHANI Proposed Co- Chairman: ANAND SARAF Proposed Co ordinator: SHYAM SONIKA</p> <p>Scope of work:</p> <ul style="list-style-type: none"><li>○ To audit CAM charges and suggest reduction of resources wherever possible</li><li>○ To ensure systems for housekeeping, maintenance and security.</li><li>○ To supervise the facility management team vis a vis, security , maintenance and housekeeping.</li><li>○ To ensure persisting problems are addressed- driver's room, garbage vat, water from UFM staff etc.</li></ul> <p><b><u>SPORTS COMMITTEE:</u></b></p> <p>Proposed Chairman: ADITYA BIRLA Proposed Co- Chairman: RAJIV GANERIWALA Proposed Coordinator: SURAJ BHANDARI</p> <p>Scope of work:</p> <p>All sporting events in Urbana</p> <ul style="list-style-type: none"><li>○ To look into present facilities</li><li>○ Infrastructure of club indoor games, tennis court, football ground.</li><li>○ Coaching and training of youngsters</li><li>○ To organise various sporting events, inter and intra complex.</li></ul>		



**CLUB COMMITTEE:**

Proposed Chairman: ANINDO PALIT

Proposed Co- Chairman: BASANT GOENKA

Proposed Coordinator: NIKHIL KOTHARI

Scope of work:

Events and activity :

- To organise various activity and events in the club for the residents
- Formation of various activity groups, e.g movie club, drama club etc

Food:

- various food festivals
- cake shop
- other food related promotions and activities

The above two subcommittee will also look into infrastructure of their respective areas Food - restaurant , banquet, bar and ground floor common area Events - All other areas except B2 which shall be under sports , including swimming pool, changing rooms , steam , sauna

**TECHNICAL COMMITTEE:**

Proposed Chairman: UDAY SHANKAR MUKHOPADHYA

Proposed Co- Chairman: ASHESH PAUL

Proposed Coordinator: SANTOSH MISHRA

Scope of work:

- Water Supply
- Windows
- Lifts
- AC
- Monthly water quality check- drinking water, swimming pool, water treatment plants. BNRI to share all reports.
- Other technical issues as relevant to the community..
- Risk assessment by third party (once a year)
- Drills: Disaster & Fire (yearly twice).

**SOFTWARE COMMITTEE:**

Proposed Chairman: MAHESH THAKAR

Proposed Co- Chairman: VINEET BANSAL

Proposed Coordinator: VIVEK BINANI

Scope of work:

- Community & Security App, likes of ADDA, MyGate, Smartmentetc selection and implementation`

- App for UWA to maintain membership database, communication with members

**DIGITISATION COMMITTEE:**

Proposed Chairman: PRADIP SINHA

Proposed Co- Chairman: NARESH AGARWAL

Proposed Coordinator: SUBHAS TULSYAN

- Scope of work:Website, social media including facebook, Instagram, various modes of communication and promotions digitally,

**HEALTH AND SAFETY COMMITTEE:**

Proposed Chairman: Dr. DEB KISHORE GUPTA

Proposed Co- Chairman: Dr. MOON CHATTORAJ

Proposed Coordinator: MITU SINGHAL AND AMITA CHAND

Scope of work:

**Medical Clinic:**

- First aid availability
- General Physician consultation
- Specialist consultations (slot wise).

**Community programs:**

- Awareness programs (monthly once)
- Medical camps (every quarter).

**MUNICIPAL AFFAIRS COMMITTEE:**

Proposed Chairman: ANJAN BHABANI

Proposed Co- Chairman:

Proposed Coordinator: KISOR KUMAR NADHANI

Scope of work:To try to rationalize Property tax.

**NRI/NRU COMMITTEE:**

Proposed Chairman: AJAY AGARWAL

Proposed Co- Chairman: CHANDAN KONAR

Proposed Coordinator:

Scope of work:To address non-resident issues.

**YOUTH COMMITTEE:**

Proposed Chairman: PRAKASH NEWAR

Proposed Co- Chairman: HEMANT LODHA  
Proposed Coordinator: ANAMIKA CHOWDHURY

Scope of work:

- various youth events and activities
- Various work shop and training programmes including self development, personality improvement workshop
- Social work

**MEMBERSHIP COMMITTEE:**

Proposed Chairman: SANJU THAKAR  
Proposed Co- Chairman: RAHUL JHA  
Proposed Coordinator: SHANKAR GUPTA

Scope of work:

- To enroll owners as UWA members
- Build a data base with all relevant details
- Registration of the association
- Explore possibilities of AOA

**MOSQUITO AND NULLAH BEAUTIFICATION COMMITTEE:**

Proposed Chairman: PRABIR PAUL  
Proposed Co- Chairman: RAJEEV CHOUDHURY  
Proposed Coordinator: ANTONY KHATCHATURIAN

Scope of work:

- To curb the growing menace of mosquito through various means
- To engage with BNRI and local authorities about Nullah beautification.

**PR & COMMUNICATION COMMITTEE:**

Proposed Chairman: KOHINOOR MANDOL  
Proposed Co- Chairman: KANAD MOITRA  
Proposed Coordinator: SANJU THAKAR

Scope of work:

- Urbana newsletter
- conduit for broadcasting information to the residents with as per direction
- Shall ensure all work which is being done is correctly projected and highlighted among the residents

**ENVIRONMENT COMMITTEE:**

Proposed Chairman: MAMTA AGARWAL



Proposed Co- Chairman: SUJOY CHATTARAJ

Proposed Coordinator: SANDIP KUMAR

Scope of work:

- to address certain issues like burning of waste
- Any other please elaborate

**SOCIAL SERVICES COMMITTEE:**

Proposed Chairman: AMRITA MOITRA

Proposed Co- Chairman: RENU SAHARIA

Proposed Coordinator: PURBA BHATTACHARYA

Scope of work:

- Inside URBANA for the domestic help, drivers and UFM staff.
- Outside charitable initiatives and CSR activities

**CLEAN URBANA COMMITTEE:**

Proposed Chairman: Dr. SUMANTA DUTTA

Proposed Co- Chairman: ALOK BERRY

Proposed Coordinator: ANIL AGARWAL

Scope of work:

- Drug awareness
- To elaborate further

**SAFETY AND SECURITY COMMITTEE:**

Proposed Chairman: NIDHI GOENKA

Proposed Co- Chairman: ANTONY KHATCHATURIAN

Proposed Coordinator: EKTA RANA

Scope of work:All round safety including, traffic movement inside Urbana, safety at Basement parking, main gate security

**OWNER AND TENANT COMMITTEE:**

Proposed Chairman: SHUKLA DAS

Proposed Co- Chairman: EKTA RANA

Proposed Coordinator:

Scope of work:

- Ensuring smooth relationship between Owners and Tenants. Enrolment of property brokers, validation of tenants etc.

3	<p><b><u>TO FINALIZE FOUR CO-OPTED MEMBERS</u></b></p> <p>SG proposed to induct 1 NRI member as Special Invitee. Members proposed following Name which was unanimously accepted:</p> <ul style="list-style-type: none"> <li>• Meelan Gupta</li> </ul> <p>SG proposed that UWA adopts few more MC Members to distribute responsibilities amongst MC Members</p> <p>Members unanimously agreed to co-opt following members as MC increasing total number of MC members from 12 to 15.</p> <ul style="list-style-type: none"> <li>o Sujoy Chatteraj</li> <li>o Vivek Binani</li> <li>o Santosh Mishra</li> </ul>		
4	<p><b><u>Communication with Members:</u></b></p> <p>Members expressed that there exist numerous WhatsApp groups which should be identified and curbed at the earliest to avoid unwarranted confusion.</p> <p>SG requested GB to prepare a comprehensive list of all UWA WhatsApp groups and identify purpose of each such group, name of Admins etc. SG requested KN to thoroughly study and frame Communication matrix comprising of which WhatsApp groups to continue and which ones to be removed. Further it was agreed that KN will be the only spokesperson who will respond to posts at UWA1 and UWA2 and other members are strictly advised to refrain from answering any posts.</p>		

SECRETARY

For URBANA WELFARE ASSOCIATION



  
 President      Secretary      Treasurer

PRESIDENT

For URBANA WELFARE ASSOCIATION



  
 President      Secretary      Treasurer