

Urbana Welfare Association**MINUTES OF MEETING- MOM NO.22**DATE -4th.May, 2021

Virtual Meeting

Time: 7:30pm

NO			ATTEND		CONTACTNUMBERANDEMAIL	
1	Archana Sinha	AS	P		9163164510	mail2dr.archana@gmail.com
2	Tarun Kumar Basu	TKB	P		9163689662	tkbasu2000@yahoo.com
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P- PRESENT 12, A - ABSENT 2 , E -EXCUSED 5, NOT INFORMED 1



MINUTES OF MC MEETING (VIRTUAL) HELD ON 04.05 2021

No	Details	Action by
1	<p>OPENING OF MEETING:</p> <p>TKB opened the meeting by welcoming the members. TKB presented before the MC MoM dated 28th April, 2021 and it was passed.</p> <p>TKB requested new incoming President Dr. Archana Sinha to address her opening speech and to chair the meeting</p> <p>AS in her opening speech expressed her sincere thanks to all members for having trust on her and assured the house that she will not leave any stone unturned to carry out her responsibilities. She also said that committee should try to complete all pending works in hand before the end of the tenure of this MC</p>	
2	<p>RESIGNATION LETTER SUBMITTED BY MR. PRASANTA SARKAR</p> <p>It was resolved in last MC meeting that Dr. Archana Sinha will approach PS and will try to convince him to withdraw his resignation.</p> <p>Dr. Sinha stated that she approached PS and pursued but PS was not ready to withdraw his resignation letter. PS stated that he will be always there as and when MC needs him for any event/s. SR stated that it is better to accept his willingness considering he is not interested to continue as MC further and it will be better if we can involve him in some other capacity in coming days.</p> <p>Members discussed the issue and agreed to accept his resignation.</p>	
	<p>HANDOVER FROM IMMEDIATE PASEED PRESIDENT SUJIT BHATTACHARYYA:</p> <p>Vikram Saha informed the house as follows:</p> <p>SR, AS, DG, TKB and VS met up with SB at around 1030 am on Sat, 1st May 2021. The following matters were discussed:</p> <ol style="list-style-type: none"> 1) Change of Signatories in bank account: the necessary papers were presented and Sujitda signed on all of them. 2) Vaccination Drive: Sujitda will provide details of all nodal person(s) involved. Currently everything's on hold awaiting clarifications both from both WB Govt and Medica as there is an issue with supply of vaccines. 3) Medical Room: Sujitda assured that communication pertaining to AMRI & Medica will be shared with us. Agreement draft has been prepared for AMRI. 4) ATM and Banking: Soft copies of communication will be forwarded. As per SB Branch project discussions will resume post obtaining commercial license. ATM deal stuck with Pradeep Sureka who will discuss with Mr. CS Ghosh. As per SB as of now, ICICI Bank is still eager and wants to close the deal. Contact persons: ICICI - Akash Raghav, Bandhan Bank - Sujoy Ghosh 5) Enkon: Communication exchanged will be shared 	



<p>6) Accounts of Valentine's day / Holl and other details of Payments: Invoice has been raised to Diageo. Sujit da will follow up to ensure receipt of the same..</p> <p>For Valentine as SB handled it almost single-handedly, TKB may not be in the know. DG agreed to sort it out.</p> <p>7) Liquor Stock: SB offered to buy some stock but we disagreed and felt the need to first reconcile the leftover stock with the purchase price. We will then try to dispose it off among known circles.</p> <p>8) Bar Branding: Agreement status will be shared. We are awaiting the bar license to come through. Soft copies of proposals and BNRI approvals to be shared.</p> <p>9) Outstanding and payables for NY / Football Carnival / Poila Baisakh: For Nanighar stall for football carnival, SB will send a reminder to Debjani. Also, SB will speak to Debjani for recovering 30k from Rupankar. Regarding NY, It was also discussed that though Kali Puja pertains to 2019, as per SB the amount owed to the vendor is a legitimate outstanding and should be paid. Committee to take a call.</p> <p>10) Security matters: for Flying Squad, UFM to source resources / manpower using the vendor who is dealing with Lalbazar. Probably to happen post election results.</p> <p>11) Involvement with UWA: we requested Sujitda to continue to support us with the Vaccination camp along with a few key issues like the Bar branding and liquor stock to which he agreed.</p> <p>12) Rules & Audit Committee: needs to be finalized with Sushil Khaitan on an urgent basis as extension of Committee term is part of this.</p>	
<p>4</p> <p><u>MEDICAL FACILITIES (INCLUDING HEALTH COMMITTEE):</u></p> <p>Dr. Sinha opened the discussion with a proposal to get Prasanta Sarkar as head of Health Committee. But as per members view it is not a viable proposition. First of all we have accepted his resignation and health committee should be headed by a Doctor. Most of the members agreed that Dr. Sinha should approach Dr. Deb Kisor Gupta. House felt that this matter to be finalised soon and a new head of health committee to be in place. Dr. Archana will do the needful.</p>	
<p>5</p> <p><u>ANY OTHER MATTER:</u></p> <p><u>SETTING UP ON AN INDEPENDENT COMPLIANCE REVIEW COMMITTEE</u></p> <p>Sushil Khaitan in his opening remark stated that we have to start working for the election which to be over preferably by end of June 2021 since we have to call AGM and handover the charge to new committee by 31st July, 2021. Hence several pending task to be completed on urgent basis. Utmost important to finalize Independent Compliance Review Committee which was proposed in UWA AGM held on 18th October, 2020 and passed the resolution.</p> <p>The Compliance Review Committee would be consisting of a minimum of three members and maximum five members, appointed annually by the UWA Committee</p> <p>The members of the Committee shall be persons with ability to understand the financial statements, legal documents and tax returns and some experience in handling such matters.</p> <p>The members have to be permanently residing at Urbana Complex and be members of Urbana Welfare Association and not being members of the UWA Committee.</p> <p>Preference in selection should be given to professionals in finance/legal matters/company law/etc.</p> <p>SK and AS were entrusted to approach suitable person/s and finalise the committee by a week time.</p> <p><u>OTHER AMENDMENTS, CHANGES IN THE RULES BOOK OF THE ASSOCIATION:</u></p> <p>There are several amendments, changes proposed in UWA AGM held on 18th October, 2021. Sushil Khaitan agreed to insert those changes in our existing rule book and make it ready as soon as possible. Once it is over notice to be posted in Member's group advising about the implementation of the same.</p>	

ELECTION FOR MC 2021-2022

Members agreed that initial work for election to be started immediately. As a first step appointment of Election Office is most important. Since Mr. Saxsena declined to be the election Officer, Dr. Sinha was requested to approach Suitable person for the same.

On the above note the meeting was adjourned at 9:00 pm

Archana Sinha - President

ARCHANA WELFARE ASSOCIATION
Archana Sinha
President



Tarun Basu - Secretary

ARCHANA WELFARE ASSOCIATION
Tarun Basu
Secretary