

**URBANA WELFARE ASSOCIATION**

Serial no - 3

**MINUTES OF COMMITTEE MEETING****DATE:28<sup>th</sup> August,2023**  
**TIME:0730 PM**

| Sl. | Name                    |    | ATTENDANCE | CONTACTNUMBERANDEMAIL |                                 |
|-----|-------------------------|----|------------|-----------------------|---------------------------------|
| 01  | Pradeep Bhatia          | PB | P          | 9339744212            | pradeebhatia2@gmail.com         |
| 02  | Harish Kumar Kabra      | HC | P          | 9831047426            | Hkabra19@gmail.com              |
| 03  | K.L. Lalani             | KL | A          | 9830039501            | chairman@lalaniinfotech.com     |
| 04  | Shyam S Sonika          | SS | P          | 9831391970            | rajayecal@rediffmail.com        |
| 05  | Radhey Shyam Bansal     | RB | E          | 9830265075            | rsbansal999@gmail.com           |
| 06  | Tarun Kumar Basu        | TB | E          | 9163689662            | Tkbasu2000@yahoo.com            |
| 07  | Gopi Ram Dhuwalia       | GD | P          | 9331054634            | dhuwalia@yahoo.com              |
| 08  | Sunil Kumar Singhanian  | SK | P          | 9681349028            | Sunilsinghanian1962@gmail.com   |
| 09  | Anil Kumar JhunJhunwala | AJ | P          | 9831317792            | caaniljhunjhunwala@gmail.com    |
| 10  | Satish Jalan            | SJ | A          | 7003735824            | Satishjalan1@gmail.com          |
| 11  | Debjani Mukherjee       | DM | E          | 9836760505            | Debm.soulspace@gmail.com        |
| 12  | Nikhil Kothari          | NM | P          | 9831125740            | Nikhil.kothari2@yahoo.com       |
| 13  | Prabir Paul             | AP | P          | 9830052601            | prabirenterprise@rediffmail.com |
| 14  | Jyoti Sapru             | JS | P          | 9830229155            | sapru.jyoti@gmail.com           |
| 15  | Sujit Bhattacharya      | SB | P          | 9830062917            | Sujit1449@gmail.com             |
| 16  | Pradip Kumar Sinha      | PS | P          | 9830177345            | Kpc_sinha@yahoo.com             |
| 17  | Susanta Mallick         | SM | P          | 9830052522            | alcems@gmail.com                |
| 18  | Rajiv Nayan Gupta       | RG | P          | 7980350501            | Rajeevgupta23@gmail.com         |
| 19  | Gautam Basak            | GB | P          | 9831988566            | gbasak@gmail.com                |
| 20  | Utsav Khaitan           | UK | E          | 9674922838            | Khaitan_utsav@hotmail.com       |
| 21  | Vinod Kothari           | VK | A          | 9831078544            | vinod@vinodkothari.com          |
|     |                         |    |            |                       |                                 |

P- PRESENT:18 A – ABSENT: 03, E-EXCUSED: 3



## MINUTES OF MEETING


| No     | Description   |        |               |   |                                     |   |   |   |                    |
|--------|---|--------|---------------|---|-------------------------------------|---|---|---|--------------------|
|        | <p><b><u>AGENDA for meeting:</u></b></p> <table border="1"><thead><tr><th style="text-align: center;">S. No.</th><th style="text-align: center;">Action Points</th></tr></thead><tbody><tr><td style="text-align: center;">1</td><td>Follow up on points of last meeting</td></tr><tr><td style="text-align: center;">2</td><td>Schedule Plan and Budget of Out door sports</td></tr><tr><td style="text-align: center;">3</td><td>Any other business</td></tr></tbody></table>   | S. No. | Action Points | 1 | Follow up on points of last meeting | 2 | Schedule Plan and Budget of Out door sports | 3 | Any other business |
| S. No. | Action Points   |        |               |   |                                     |   |   |   |                    |
| 1      | Follow up on points of last meeting   |        |               |   |                                     |   |   |   |                    |
| 2      | Schedule Plan and Budget of Out door sports   |        |               |   |                                     |   |   |   |                    |
| 3      | Any other business  |        |               |   |                                     |   |   |   |                    |
|        | <p>PB started the meeting with his inaugural speech</p> <p>SS Conducted the meeting with the National Anthem</p>  |        |               |   |                                     |   |   |   |                    |
| 1      | <p>NK Presented the Details and Calendar of outdoor sports</p> <ul style="list-style-type: none"><li>a) 12 to 17 Dec UPL Cricket</li><li>b) Lawn Tennis January</li><li>c) Challengers' trophy inter tower in February</li><li>d) All outdoor sports like UPL, Football Frenzy, Tennis Tournaments etc will be self financed by funds generated by the UPL Team.</li><li>e) Out of the funds generated by UPL a sum of Rs. 3 Lakhs will be given to UWA.</li><li>f) Syed Iman will be the Convenor of UPL 2023.</li><li>g) Convenors of Football Frenzy and Tennis Tournaments and other outdoor sports will be decided and communicated later.</li><li>h) All income &amp; Expenditure of UPL and the sports committee will be routed through UWA.</li></ul>   |        |               |   |                                     |   |   |   |                    |
| 2)     | <p>NK as Convenor of Club Restaurant, Banquet Hall &amp; Club Events Committee said that the Club is planning to introduce South Indian Cuisine. Discussions are in progress with the existing Contractor M/s Red Hot Chili Peppers for starting service of South Indian food as also special Bengali Food Menu. Food trial will be given by Red Hot Chili Peppers before finalizing the contract with them. If the quality of food is good we will go ahead with them otherwise we will think of other alternatives.</p> <p>South Indian FOOD TRAIL ON DATE : 02/09/2023<br/>SATURDAY MORNING<br/>AT: -8:00 AM to: 10:00 AM<br/>MENU: -</p> <hr/> <p><input type="checkbox"/> DOSA<br/>(MASALA/PEPER/CHEESE)<br/><input type="checkbox"/> IDLI/ VADA (SAMBAR, CHUTNEY)<br/><input type="checkbox"/> UTTAPAM<br/><input type="checkbox"/> DAHI VADA</p> |        |               |   |                                     |   |   |   |                    |



Selected Bengali FOOD TRAIL ON DATE: 03/09/2023  
For SUNDAY LUNCH  
AT: -2:00 PM ONWARDS

MENU: -

- Ghee Bhat
- Sona Moong Dal
- Jhuri Allo Bhaja
- Shukto
- Posto Begun Bhaja
- Potoler Dorma
- Chanar Dulna
- Bhapa Elish
- Pabda Jhal
- Kosha Mangsho

 Salad/Mishti Anaroshor Chutney/Bhaja Papad...

All the Committee Members were invited for the Food Tasting Session in the Club.

3 HK, the Convenor of CAM refused to handle Amphan accounts as part of CAM Committee. They are willing to assist the then the Amphan team for resolution of ant Amphan matters.

HK presented the Minutes of the meeting of the CAM team

Minutes of the meeting of the CAM Committee, held on 12<sup>th</sup> August, at UWA Office, Club Premises, at 9 am  
Present:

1. Mr Harish Kabra, Convenor
2. Mr Pradeep Bhatia, President, UWA
3. Mr Ashok Agarwal
4. Mr Sushil Khaitan
5. Mr U S Mukhopadhyay
6. Mr Vinod Kothari

The following agenda items were taken up:

- 1) **Periodical examination of UFM accounts.**

It was decided that UFM should be asked to provide their quarterly accounts pertaining to the allocated expenses for Tower area, for vetting by the Committee.

Convenor may require UFM to present their accounts till June quarter to be reviewed ASAP. These will be reviewed by Mr Ashok Agarwal.

- 2) **Examination of annual contracts Viz.**

- a) AMC of lifts.
- b) AMC of other assets.
- c) Contracts of housekeeping services.



d) **Contracts of security services.**

e) **Other various contracts.**

These contracts are critical and they need to be reviewed by someone with technical expertise. Hence, the contracts may be reviewed by Mr U S Mukhopadhyay from technical perspective and Mr Khaitan from financial perspective. Inputs may be given by other Committee members as may be required.

3) **Comparison of actual expenses with budgeted expenses and analysis of the same.**

In order to assess the budgeted versus actual expenses, it is important to have the Budget seen. Accordingly, the Convenor agreed to share the UFM expenses budget, pertaining to towers, prepared by UFM. Once the same is circulated, members may review the same and get back with their comments, if any. The responsibility will be carried by Mr Harish Kabra.

4) **Checking of bills exceeding Rs. 1 Lakh.**

In order to check and approve such expenses, it was decided that UFM should put up any such expense proposal, for a single expense item exceeding Rs 1 lakh, for approval by the Committee. A timeframe of, say, 7 days, may be given for members to give their comment. The comments may be based on whether the expense is proper, necessary and competitive. Mr Sushil Khaitan agreed to take up this responsibility, of course, with inputs from other members on need basis.

5) **Review of apportionment ratio of expenses to various segments which Urbana towers, bungalows, phase – II and federal.**

To be taken care of by Mr Vinod Kothari

6) **To check the CAPEX budgets and approval of the same.**

To be taken care of by Mr Vinod Kothari

7) **To supervise investments made by UFM of deposits.**

To be taken care of by Mr Vinod Kothari

8) **Review of CAM rates.**

The responsibility will be taken by Mr Harish Kabra.

9) **Smooth transfer of funds when RWA is formed.**

This task involves identification of what assets and liabilities are to be transferred to RWA, as also transition period arrangements. At this point of time, the Committee considers that the post-RWA formation committee should be tasked with this. Hence, the Committee decided to pass this business back to the President, UWA.

10) **Supervision and analysis electric consumption and charges.**

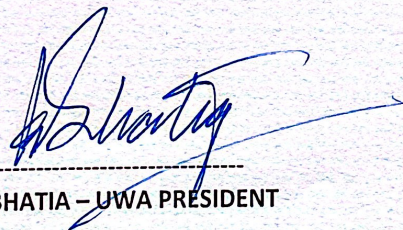
Mr Ashok Agarwal may take up this responsibility.

The meeting concluded with a vote of thanks to the convenor

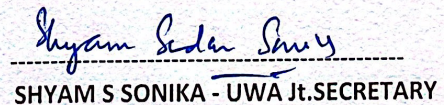
3 SK presented the Admin Budget and seek approval from the Committee members, members present in the meeting approved sanction of Rs. 25,000/- per month as Salary for appointment of office staff.

The Administrative Budget for the Year 2023-24 is to be placed before the Committed in the next Board Meeting for approval.

Meeting was adjourned at 9.30 PM with a vote of Thanks by President.



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PRADEEP BHATIA – UWA PRESIDENT



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SHYAM S SONIKA - UWA Jt.SECRETARY