

URBANA WELFARE ASSOCIATION**MINUTES OF COMMITTEE MEETING**

Serial no - 4

DATE:04th Sep, 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	P	9830039501	chairman@lalaniinfotech.com
04	Shyam S Sonika	SS	P	9831391970	rajayecal@rediffmail.com
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09	Anil Kumar JhunJhunwala	AJ	P	9831317792	caaniljhunjhunwala@gmail.com
10	Satish Jalan	SJ	P	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	E	9830177345	Kpc_sinha@yahoo.com
17	Susanta Mallick	SM	P	9830052522	alcems@gmail.com
18	Rajiv Nayan Gupta	RG	E	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	P	9831078544	vinod@vinodkothari.com

P- PRESENT:15 A – ABSENT: 01, E-EXCUSED: 5

MINUTES OF MEETING

No	Description																																																																																										
	<u>AGENDA for meeting:</u>																																																																																										
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	<p>PB started the meeting with his inaugural speech</p> <p>SS Conducted the meeting with the National Anthem</p>																																																																																										
1	<p>SK Presented the Admin Budget</p> <p>ADMIN - PROJECTED BUDGET FOR THE YEAR 2023-24</p> <table border="1"> <thead> <tr> <th>Admin Expenses</th> <th>BUDGET</th> <th>REMARKS</th> </tr> </thead> <tbody> <tr> <td>Remuneration to office staff @25,000 PM x 12</td> <td>300,000</td> <td></td> </tr> <tr> <td>Audit Fees</td> <td>30,000</td> <td></td> </tr> <tr> <td>Printing & Stationery</td> <td>10,000</td> <td></td> </tr> <tr> <td>News Letter @16000x12</td> <td>192,000</td> <td></td> </tr> <tr> <td>Website expenses</td> <td>30,000</td> <td></td> </tr> <tr> <td>Meetig Exoenses @6000x12</td> <td>100,000</td> <td></td> </tr> <tr> <td>AGM/EGM Expenses 25000x2</td> <td>50,000</td> <td></td> </tr> <tr> <td>Internet Expenses</td> <td>6,000</td> <td></td> </tr> <tr> <td>Office Expenses</td> <td>25,000</td> <td></td> </tr> <tr> <td>Conveyance</td> <td>5,000</td> <td></td> </tr> <tr> <td>Election Expenses</td> <td>35,000</td> <td></td> </tr> <tr> <td>Misc Expenses</td> <td>12,000</td> <td></td> </tr> <tr> <td>Professinal/Legal fees & RWA formation expenses</td> <td>100,000</td> <td></td> </tr> <tr> <td>Depreciation</td> <td>25,000</td> <td></td> </tr> <tr> <td>Admin Expenses (A)</td> <td>920,000</td> <td></td> </tr> <tr> <td>UWA Events/Projects</td> <td></td> <td></td> </tr> <tr> <td>Annual Sports Events</td> <td>50,000</td> <td></td> </tr> <tr> <td>Republic Day</td> <td>40,000</td> <td></td> </tr> <tr> <td>Independence Day</td> <td>40,000</td> <td></td> </tr> <tr> <td>Voter ID/Aadhaar Camp etc</td> <td>45,000</td> <td></td> </tr> <tr> <td>Social Service</td> <td>200,000</td> <td></td> </tr> <tr> <td>Medical room Health Services</td> <td>50,000</td> <td></td> </tr> <tr> <td>Rewards & Recognition</td> <td>100,000</td> <td></td> </tr> <tr> <td>Misc Expenses</td> <td>55,000</td> <td></td> </tr> <tr> <td>Events / Projects (B)</td> <td>580,000</td> <td></td> </tr> <tr> <td>TOTAL EXPENSES (A) + (b)</td> <td>1,500,000</td> <td></td> </tr> <tr> <td>Revenue: UTSAV / DEEP/NYE/UPL Rev Share 10% ; UPL contribution</td> <td></td> <td>1,300,000.</td> </tr> <tr> <td>3,00,000</td> <td></td> <td></td> </tr> <tr> <td>SURPLUS - Funds</td> <td>100,000</td> <td></td> </tr> </tbody> </table>	Admin Expenses	BUDGET	REMARKS	Remuneration to office staff @25,000 PM x 12	300,000		Audit Fees	30,000		Printing & Stationery	10,000		News Letter @16000x12	192,000		Website expenses	30,000		Meetig Exoenses @6000x12	100,000		AGM/EGM Expenses 25000x2	50,000		Internet Expenses	6,000		Office Expenses	25,000		Conveyance	5,000		Election Expenses	35,000		Misc Expenses	12,000		Professinal/Legal fees & RWA formation expenses	100,000		Depreciation	25,000		Admin Expenses (A)	920,000		UWA Events/Projects			Annual Sports Events	50,000		Republic Day	40,000		Independence Day	40,000		Voter ID/Aadhaar Camp etc	45,000		Social Service	200,000		Medical room Health Services	50,000		Rewards & Recognition	100,000		Misc Expenses	55,000		Events / Projects (B)	580,000		TOTAL EXPENSES (A) + (b)	1,500,000		Revenue: UTSAV / DEEP/NYE/UPL Rev Share 10% ; UPL contribution		1,300,000.	3,00,000			SURPLUS - Funds	100,000	
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Committee remarks:

- a) News letter will be sent Quarterly and it will continue from the existing vendor, Budget approved Rs.100,000/-
 - b) Voter ID/ Aadhar Card budget approved Rs.10,000/-
 - c) Tally annual cost Rs.15,000/-
 - d) GST Return Rs. 60,000/-
- Rest all were the same and was approved by the Committee.

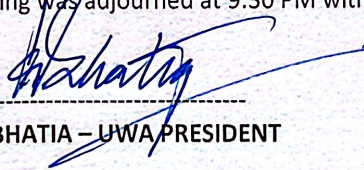
2 PB Welcome Mr. Nandwani, Convenor RWA Formation Committee and asked him to address the meeting with all his points that need to be discussed in the meeting.

Mr. Sanjeev Nandawani informed the committee as mentioned below:

- a) Its not a RWA its an Apartment Owners Association .AOA
- b) Form A submitted and accepted
- c) Presiding officer to be appointed for General meeting to be held on 10th of this month.
- d) Name of the Association to be decided. Suffix **RESIDENT APARTMENTS OWNERS ASSOCIATION** is fixed.
- e) Mr. Debashish Ghosh a Competent Authority will be called for F&Q of all the Residents as per his convenience. Date and time will be decided in the General Meeting
- f) Within forty-five days from the appointed day or from the date of acceptance of Form A whichever is later, or within such further period as the Competent Authority may, on application made to it or of its own motion, allow, the apartment owners of each property, owned by four or more apartment owners, shall in a general meeting to be held on such date and at such time and place as may be convenient to all such owners and to be presided over by an apartment owner chosen by the apartment owners present in such meeting, form an Association under some specific name and style which is URBANA WELFARE ASSOCIATION, and the apartment owner presiding over such meeting shall immediately communicate the formation of such an Association along with the names of the members thereof, in Form No. 1 to the Competent Authority which shall register the Association under a serial number, and cause the names of the members thereof to be entered in the book kept in its office for the purpose.
For the purpose of this clause, a person owning more than one apartment, shall be deemed to be one Apartment Owner.
- g) The final authority of an Association shall vest in the general meeting of the members, which shall administer the property concerned in accordance with the Act and the bye-laws and exercise general supervision over the affairs and business of the Association and, in particular, over the activities of the Board.
- h) General meeting shall be presided over by a Presiding Officer who would be proposed and accepted by the members present in such a meeting. The Presiding officer has the full authority to conduct and decide on the course of the meeting.
- i) Members shall allow the smooth functioning of the general meeting and shall not resort to any action that may disrupt the meeting proceedings.

Mr. Nandawani wishes all the best to all members and ended the matter with a Joke. All ended well.

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



PRADEEP BHATIA - UWA PRESIDENT



SHYAM S SONIKA - UWA Jt.SECRETARY