

Urbana Welfare Association

MINUTES OF MEETING – MOM 2017-07
DATE –18th. June, 2017 at T1/ UWA Office

NO			ATTENDANCE		CONTACT NUMBER AND EMAIL	
1	KisorNadhani	KN	P			
2	SanjivGaneriwala	SG	P			
3	TarunBasu	TKB	P			
4	P. N. Ojha	PNO	E			
5	JyotiAgarwal	JA	P			
6	N. K. Kothari	NK	P			
7	ArpitSuchak	AS	P			
8	Ravi Shankar Agarwal	RA	E			
9	Anand Chand	AC	P			
10	VivekBinani	VB	P			
11	Manish Chhaochharia	MC	A			
12	Rahul Jha	RJ	A			
13	Deepak Bhartia	DB	A			
14	DebopriyaBiswas	DB	P			

P- PRESENT 9, A – ABSENT 3 ,E-EXCUSED 2

MINUTES OF MEETING

MC MEETING 07– 2017

Date: 18th. June, 2017

Time: 10 am

Venue: Urbana Tower 1 / UWA Office

No	Details	Action by
1	<p><u>Discussion on UWA Office</u></p> <p>KKN opened the meeting. KKN expressed his view that since UWA now having own office proper infrastructure should be in place in order to have minimum facilities to run a Office. JA proposed that immediately UWA should go ahead with purchase of following office furniture: Office Table with Chairs, PC side table, File Cabinet and 1 number PC with Printer. All members unanimously agreed to the proposal and approved to ahead with the purchase process. KKN highlighted the necessity to have a office staff to maintain proper documents and to carry out day to day clerical job as well as to maintain all data. After discussion it was agreed that a staff will be recruited and preference will be given to local person and initially on part time basis. The proposed salary is at the range of Rs.4-5K per month.</p>	
2	<p><u>Discussion of Financial Statement for AGM</u></p> <p>JA briefed the members P&L and related figures. KKN highlighted about the deferred income policy adopted. All Members participated in the discussion. JA informed that one of Members Mr. Sudip Banerjee raised few observations and the way JA going to handle the issue in AGM. Members are satisfied and approved the financial statement which to be presented at AGM. In this context JA emphasized the urgent requirement of one staff for UWA office.</p>	
3	<p><u>Discussion on CAM</u></p> <p>KKN informed the members that he has been informed by BNRI that CAM will start effective 1st. July 2017. The rate applicable will be Rs.3/- per Sq.Ft. Members were in the opinion that not to pursue hard with BNRI for further delay in implementing CAM since the fact is due to continuous pressure by uWA CAM got delayed by 6 months and all current residents are benefited due to this. It was agreed that KKN will convey BNRI to convey an urgent meeting to discuss the rate and will try best to minimize the rate as much as possible by highlighting the key figures and justifications in support of our claim that BNRI figures are in much higher side.</p>	

4	<p><u>Annual General Body Meeting (AGM)</u></p> <p>TKB informed the members the details of AGM Agenda. Discussed and approved. Anticipated 70-80 participants in AGM. Discussed about refreshment. Agreed VB will negotiate and finalize with caterer. The budget Rs.10K. AS will arrange chairs and tables. Projector will be provided by BNRI. TKB & AS will ensure that all arrangements are in place prior 4 pm. Registration counter will be handled by AS and BG. All members were requested to attend the meeting positively. The Agenda as under:</p> <ol style="list-style-type: none">1. Presentation of annual report for 2016-20172. Presentation and approval of financial statement for the accounting year 2016-17.3. Appointment of Auditor for the year 2017-184. Any other matter with the permission with the chair .5. Vote of thanks.	
5	<p><u>Durga Puja 2017</u></p> <p>Discussed. Evaluated the response received via Google form submission. Agreed that more reminders to be posted to all members group to get maximum members response. Agreed in Principal that this time MC members will not be directly be part of any Puja subcommittee. It was also agreed that although separate Puja Committee will be formed but that will be functioning under the umbrella of UWA. All MC members are requested to attend the meeting positively.</p>	
