



No.3/Minutes/AOA/KV-II/2017

Dated 21.11.2017

**Minutes of the 3rd Meeting of Board of Management of KV-II AOA
held on 18.11.2017**

Secretary, AOA invited all the executive Members of KV-II, AOA to the 3rd meeting of BOM held on 18.11.2017 at 11.00 am to discuss the agenda items circulated separately. List of participants is attached.

At the outset, the President welcomed all the Members to the 3rd meeting of the BOM and requested Secretary, AOA to take up the agenda items.

Discussions were held on the agenda points and the following decisions were taken by the BOM after deliberations: -

1. Meeting with Internal Audit Committee members (ref. letter dated 13.11.2017 recd. from Shri Suresh Sharma, Member IAC)

Sh. Suresh Sharma, Member, IAC has given a letter pointing out that there are discrepancies in the Annual report 2013-14 & 2014-15, submitted and circulated by former Secretary. Secretary briefly described the deficiencies in the statement. After discussion Sh. Sharma was informed that the letter submitted by him has already been forwarded to all the signatories of the statement for their comments. He will be informed once their replies are received by the BOM.

Taking opportunity of Sh. Sharma's presence in the meeting, BOM also approved Secretary's proposal to assign audit of the years 2016-17 & 2017-18 to the Internal Audit Committee.

2. Approval of the minutes of 2nd meeting held on 3.11.2017

BOM confirmed the minutes of the 2nd meeting of BOM held on 03.11.2017.

3. Vetting of Expenditure for the months of August, September & October, 2017

Treasurer presented the Income & Expenditure statements for August, September & October, 2017. Since there were not sufficient approved supporting papers (such as approved proposal, expenditure approval, tender papers etc.) for major expenditures incurred in the months of August & September 2017 it was unanimously decided by the BOM to refer the matter to IAC.

The expenditure for the Month of October, 2017 was approved by the BOM.

4. Purchase of Tally programme

Treasurer proposed that it is necessary to purchase Tally programme urgently to streamline accounting process. BOM approved that a latest version of multi-user Tally programme may be purchased.



5. Installation of benches

A proposal was made by BOM Members that requests have been received from many residents to provide more benches in KV-II. BOM decided to purchase 15 more benches with the condition that initially order for a single bench may be given to fabricator, who promised to supply benches @ Rs 4,500/- (per bench). If it is found up to the mark, order for 14 more benches be given to him.

BOM approved the proposal.

Sh. Mahendra Singh i/c Civil works & water Deptt has given following proposals:

6. **Whitewashing of common area and boundary walls**
7. **Painting/varnishing of fencing grills and staircases grills**
8. **Carpeting of roads**
9. **Replacing of damaged RCC drain covers**

BOM members discussed the above proposals in detail. BOM members were in agreement that all these works need urgent attention and action.

It was decided to form a Committee under Sh. Mahendra Singh, i/c Civil works & Water Deptt, comprising of S/Sh. N.K. Kaushik, Anil Uniyal & V.K.Rastogi, Members BOM to work out the detailed work requirement, expenditure & manner of execution of work, and submission of report to the BOM for approval.

BOM approved the proposals.

10. Any other item with the permission of the Chair

i. AMC of two (2) DG-sets

Sh. A.K. Bhatia i/c Electrical Deptt proposed that there are four DG Sets in KV-II and out of these four DG Sets, AMC of two DG sets may be given.

Shri Bhatia informed that Delhi Power Service & Co. has given a proposal for AMC of the DG Sets as under:

- 4 DG sets AMC - Rs. 60,000/-.
- 2 DG sets AMC - Rs. 30,000/-

BOM approved the proposal for AMC of 2 DG sets with the direction to the department i/c to further negotiate with DPSC for a lower price.

ii. Fencing of boundary of water tank near CC-II

President, AOA informed that many residents have requested to him to take urgent steps to stop the water tank top area being used for public gatherings. Since the tank structure is a delicate area and its use by large number of children/persons at a time can cause any untoward incident. For the safety of children & residents proper



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barricade may be provided. For this purpose AOA can utilise the unused barricades installed at circle between Pocket VI-VII for handling dog menace.

BOM approved the proposal.

iii. **Repair of Main Pump Motor of Pocket-VII.**

Sh. Mahendra Singh I/C water Deptt. informed that one main water pump at Pocket VII pump house is not working and it needs urgent repairs. Quotation was called for repair from the Engineer who earlier repaired the pumps. Based on the quotation given by him it was proposed to go for the repair of the water pump urgently

BOM approved the proposal.

iv. **Purchase of Dot Matrix printer.**

I/C office & Treasurer highlighted the need for purchase of a dot matrix printer for use in the office of AOA.

BOM approved the proposal.

v. **Reimbursement of Transfer charges**

Sh. R. S. Rawat vide an email dated 13.09.2017 raised the issue of transfer charges of flats being charged @ 2%. This was discussed in the BOM meeting. Since these charges were fixed by earlier EC & and with the approval of GBM it was incorporated in the Bye laws of KV-II, AOA, it was decided to refer this matter to subscription committee.

BOM approved the proposal.

Thereafter, meeting ended with vote of thanks to the chair.

P.S. Bhandari
21/11/2017
(P.S. Bhandari)
Secretary

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List of Participants

1.	Sh. R. C. Upadhyay	-	President
2.	Sh. A. K. Raina	-	Vice-President
3.	Sh. P. S. Bhandari	-	Secretary
4.	Sh. Ravinder Pal	-	Treasurer
5.	Sh. N. K. Kaushik	-	Asstt. Treasurer
6.	Sh. Anil Uniyal	-	Member
7.	Sh. A. K. Bhatia	-	Member
8.	Sh. Mahendra Singh	-	Member
9.	Sh. S. K. Nair	-	Member
10.	Sh. V. K. Rastogi	-	Member

Special Invitee

11. Shri Suresh Sharma