



# Kendriya Vihar-II Apartment Owners' Association

Community Centre-1, Kendriya Vihar-II, Plot No.3, Sector-82, Noida-201304, U.P.

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No. BOM/8<sup>th</sup> Meeting/ AOA/2018-19

## Minutes of the 8th Meeting of Board of Management of KV-II AOA held on 3<sup>rd</sup> June, 2018

### List of participants

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



No. BOM/8<sup>th</sup> Meeting/ AOA/2018-19

Dated: 06.06.2018

**Minutes of the 8<sup>th</sup> Meeting of Board of Management of KV-II AOA  
held on 3-06-2018**

All the members of BOM of KV-II AOA were invited vide notice dated 29.05.2018 for the 8<sup>th</sup> meeting of BOM to discuss and deliberate on the Agenda items circulated with the notice. List of Members who attended the meeting is attached.

At the outset, the President welcomed all the Members to the 8<sup>th</sup> 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. Approval of the minutes of 7<sup>th</sup> meeting held on 13. 05.2018 &  
Review of action taken on previous decisions of BOM :**

The Minutes of the 7<sup>th</sup> BOM Meeting held on 13.05.2018, was confirmed by BOM with the observation that the monthly income & expenditure (Receipts and Payment) statements for the months of March and April 2018 duly reconciled, may be submitted for confirmation and approval. It was informed by the Treasurer that CA is already doing finalisation of A/c for the year 2017-18 and the reconciled monthly statements will be submitted by him in due course.

The Members In- charge explained the position in respect of the action taken on the decisions related to their departments in the previous BOM meeting. The following position was intimated and decisions taken:

- (i) Repair work of Generator SS- 7 is in progress. For construction of shades on Generators only one quotation has been received. Therefore, to ensure that work is carried out on competitive rates, quotations from at least three Agencies dealing with the work may be obtained and proposal submitted for consideration and approval immediately.
- (ii) AMC for DG Sets - Quotations received for this work in 2017 are no longer valid. To ensure that work is carried out on the competitive rates fresh quotations from at least three Agencies dealing with the work may be obtained and proposal submitted by Member In charge for consideration and approval immediately.
- (iii) Repair of all Fire Fighting water pumps and motors.-This work is to be carried out in phases. However, a comprehensive proposal for the work in respect of all the blocks of the KV-II complex may be



prepared by the Members in Charge and submitted before talking a view for carrying out the work block-wise.

- (iv) Payment of EPF liability of Rs.798446/- as informed by Office of PF Commissioner- It was informed that O/o of PF Commissioner has written to SBI to recover the above amount from the account of KV-II AOA. The matter has been discussed by the President with the officer concerned in the PF Office and they have informed that amount so recovered would be credited by their office to the PF A/c of each individual A/c holder whose details are provided by the KV-II AOA office. Since the recovery of EPF is the statutory requirement it has to be borne by the office of AOA but it is also to be ensured that amount deducted is actually deposited in the individual accounts of each beneficiary. Therefore, the Member In Charge may see that proper follow up and constant monitoring is done by the office of AOA with the office of PF Commissioner in this regard.

2. **Approval of Monthly Income and expenditure statement for the month of March and April, 2018.**

The Income & Expenditure statement for the month of May, 2018 was presented by the Treasurer. The statement did not show the opening and closing bank balance. It was informed that the Accounts for the Year 2017-18 are yet to be reconciled. The deficiency was observed between the monthly balance figures obtained from Tally Accounts and the Statements of Bank. CA is doing the finalisation of Accounts for 2017-18. He has also been requested telephonically to expedite the work. The reconciled statements will be submitted for consideration and approval of BoM as soon as the same are submitted by CA.

3. **Review of existing House Keeping and Horticulture contract and services provided by M/s Jyoti Enterprises. Consideration of offers received from other Agencies for these services.**

It was informed by members that the house keeping and horticulture services provided by the present contractor are not up to the mark and complaints have been made by several residents in this regard. It was found that full work force of the contractor, as agreed to in the agreements for these services, is not attending the work and inspite of repeated instructions to the Contractor during the last fortnight not much improvement has been seen in the overall cleanliness and green maintenance of the complex. A view of some of the members was that the present contractor may be changed by awarding the work afresh to some other professional and competent agency. It was informed that a professional agency has offered its services to carry out both the



housekeeping and horticulture works in the society in a comprehensive manner at a cost which is higher than what the society is now paying to the present contractor.

After detailed discussions, it was decided that instead of going for a new contractor, the present contractor may be warned to provide the required services to the full satisfaction of the residents by using his full work force as agreed to under the contract and if any shortcoming or lack of service is observed in future suitable deductions/recovery may be made from his bills as per the terms and conditions of the contract agreements. Also, it was decided by the BOM that if the contractor has not yet submitted the EPF and ESIC A/c Nos. in respect of some of his personnel deployed in the society, proportionate deductions on this account as per the existing rates may be made from his future monthly bills under intimation to him.

4. **Requests of allottees of Stationery Shop CCI (Ms. Shikha Sharma) and Royal Saloon CC-II (Mrs. Kusum Kumar W/o Shri Surinder Kumar)-**

The requests of both Ms. Shikha Sharma and Mrs. Kusum Kumar dated 6.10.2017 and 18.5.2018, respectively was considered by the BOM. Ms. Sharma has requested for reduction of monthly rent for Shop allotted to her from Rs. 27000/- to Rs. 15000/- p.m The shop was allotted to her for a period of three years w.e.f. 9.3.2017. It was informed by Member In charge that rent has been paid by Ms. Shikha Sharma upto March, 2018 as per the existing agreement. Keeping in view her submissions and the monthly rents for other shops in the complex it was decided that the monthly rent of the Shop No.1 CC-I (Stationery Shop) may be reduced and fixed at Rs. 20,000/- per month w.e.f. 1.6.2018 till the expiry of the present agreement keeping the other terms and conditions of the agreement intact and a fresh revised agreement may be made with the allottee accordingly.

As regards the requests of Mrs. Kusum Kumar (Shop No. 2 CC-II) it was decided by the BOM that since the agreement for allotment of this shop has expired on 20.05.2018, fresh quotations for auction of this shop on monthly rent basis may be invited from prospective bidders in the complex and process completed by 31.7.2018. Mrs. Kusum Kumar, if she so desires, may continue her business/ work from the shop till 31.7.2018, on the same monthly rent of Rs. 22000/- p.m (ex Maintenance charges).



5. **Consideration/Approval of the Minutes/recommendations of the Subscription Review Committee.**

Dr. A.K.Raina, Vice President and Chairman of the Subscription Review Committee placed before the BOM the report of the Committee which has recommended 25% increase in the existing rates of monthly subscription for all the categories of flats in the complex. After deliberations, BOM has accepted the recommendations of the Subscription Review Committee and decided to put it before the AGM for its approval.

6. **Finalisation of date for holding of Annual GBM . Preparation of agenda points and preparation/compilation of all relating /supporting documents-**

Member In charge informed that as per the Bye-laws (26) of the KV-II AOA, annual general meeting of the Association is to be held in the first quarter of the each financial year. Accordingly, the AGM for 2017-18 is required to be held in the month of June, 2018. Chairman enquired about the position of audit of accounts for the year 2017-18 and all related issues. It was informed by the Treasurer that the CA has already been informed in advance about holding of the AGM in June this year and he will be submitting the requisite information.

After detailed discussions it was decided that the tentative date for AGM may be fixed for 24.06.2018(Sunday) and necessary preparation for the meeting should be taken up immediately.

7. **Consideration of quotations received from vendors for installation of a sliding gate at Gate no.1 to prevent entries of stray dogs-**

It was informed that on the basis of quotations received , it has been proposed to award the work contract for installing sliding iron gates without motor, at entry and exit of Gate no.1 to M/s N.K.Fabrication , Vasundhra, Ghaziabad at the cost of Rs. 55000/-(ex Taxes) per gate as per the specification quoted.

BOM approved the proposal.



**8. Consideration of quotations received from vendors for installation of sheds on DG Sets at SS 5, 7 and 9.**

Member In Charge informed that he will be submitting a detailed proposal to BOM for award of this work on the basis of competitive rates obtained from at least three agencies dealing with this work. BOM decided to consider the proposal in its next meeting.

**9. Construction of iron door and shade on the roof/stairs of CC-I.**

It was informed that the door on the roof of CC-I was completely damaged and needs replacement. The area is heavily exposed to direct sunlight and rains and needs to be protected by fixing a shade. The site was shown to the service provider M/s N.K.Fabrication, Vasundhra, Ghaziabad who has earlier carried out similar nature of work in this complex. He has given the estimate of Rs. 6300/- (ex Taxes) for fixing shade (14x3') and an estimate of Rs. 12,200/- (ex. Taxes) for the iron door(7'x7'). Work order has been issued to the Agency. BOM approved the proposal.

**10. Construction of Wire Fencing around the park facing Shopping complex (safal store) at CC-II.**

It was informed by members that the corners of the park facing the Safal Shop near CC-II has become a dumping ground for garbage and left overs thrown over by the shops and the CGHS dispensary. The existing fencing and hedges around the corner of the park has been broken/damaged and the area has also become a thoroughfare for general public. It is therefore proposed to cover the entire boundary and corner of park facing the Safal Shop at CC-II by a wire fencing of appropriate height and length. Member In charge will submit a detailed proposal for consideration. BOM approved the proposal.

**11. Any other matter with the permission of the Chair-**

(i) Repair of damaged lift floorings –

Member In-charge informed that flooring of lifts of five blocks were replaced after the approval in the last BOM meeting held on 13.05.2018 and on the complaints of residents many more damaged lifts flooring are to be changed. He proposed for physical verification of lifts in all blocks to ascertain the total number of Blocks where lifts floors need replacement and to carry out the work accordingly. BOM approved the proposal.



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(ii) It was informed by the Member In-charge that annual cleaning and de-silting of all drains within the complex of the KV-II before the onset of monsoon has become due. The work was done last year by a private agency at the cost of Rs.60,000/- which consisted of the entire operation of cleaning and disposal of the sewage malba at the dumping sites outside the complex. Member In charge informed that after negotiation with the supervisor of the agency, currently having the contract of housekeeping in the society, the work of cleaning and de-silting of drains is proposed to be given to him who will carry out the work by engaging safai personnel (other than those engaged under the house keeping contract ) with material at the tentative cost of Rs. 60000/- The malba drained out in the process will be disposed of to the dumping site out of complex by engaging appropriate number of trollys, depending on the quantity of malba, by incurring additional expenditure. The work is to be completed within two weeks.

BOM approved the proposal.

The meeting ended with a vote of thanks to the Chair.

*Anil Uniyal*  
9.6.2018  
(Anil Uniyal)  
Secretary  
KV-II AOA

Copy to: 1. All BoM Members  
2. All notice Boards/AOA Website