

**SANDEEP VIHAR (AWHO) WELFARE & MAINT SOCIETY, GHS-79**  
**SECTOR 20, PANCHKULA**

**MINUTES OF THE MANAGING COMMITTEE MEETING HELD ON 19<sup>TH</sup> JUN 2016**

**Attendance**

1. A meeting of Managing Committee was held on 19th Jun 2016 which was attended by 8 (eigh) members out of the total 11 (eleven) members.

**Agenda**

2. (a) Welcome to the newly elected incumbents in the Managing Committee 2014-17.
- (b) Assigning areas of responsibility.
- (c) Authorisation for Operation of Bank Accounts;
- (d) Discussion/assessment of various tasks requiring immediate attention/solutions and fixing priorities in this regard.
- (e) Any other point(s) with the permission of the Chair.

**Deliberations**

3. Welcome Address Sh Subhash Chander Pathania, General Secretary after welcoming the newly elected (un-opposed) Members to the Managing Committee 2014-17 against the vacant posts, requested them to take up their respective chairs/seats and hoped that the full fledged MC shall leave no stone unturned to fulfil the expectations of the residents/members of the Society GHS-79. The GS then requested to the President elect- Col SK Chauhan to take up the proceedings of the meeting.

4. Areas of Responsibility The President-elect Col SK Chauhan after occupying the chair of President, wished welcome/all the best to the full-fledged Managing Committee and hoped that all members shall work in unison for the smooth and efficient running of the affairs of the Society GHS-79 with full trust and faith in each other so that reign of truth may triumph to fulfill the expectations of all residents/members by providing reasonably high standards of living. He thereafter appealed that the Members of the MC can themselves voluntarily choose to shoulder the responsibility of the area of his liking. Accordingly the areas of responsibility devolved voluntarily/resolved unanimously to have been assigned wef 19<sup>th</sup> June 2016 as under:-

S. No.	Area of Responsibility	Name of Members	Contract No.
1.	Security	Col Subash Chander Joshi	93164 97224
		Hav Ashok Bali	92175 64390
2.	Water Supply & Sewerage	Lt Col Surinder Singh	99157 92838
		H/Capt AS Negi, Engr	99154 23043

3.	Electricity (Gen Set, Panels Transformers etc.)	Col S K Chauhan	99151 31815
		Hony/ Capt GC Bhatt	98769 81810
4.	Lifts- Lifts AMC, Maint & Safety	Col S K Chauhan	99151 31815
		Hony/ Capt GC Bhatt	98769 81810
5.	Aayas, Dhobis, Car Cleaners	Mrs Narinder Pal Kaur	98722 13656
		H/Capt Jasbir Singh, Supvr	94172 97397
6.	Secretariat	Sh. Subhash, C Pathania	89682 46708
		Col Subash Chander Joshi	93164 97224
7.	Accounts	Lt Col Kulwant Singh	94639 99032
		Sh. Subhash, C Pathania	89682 46708
8.	Garden/Parks	Col K N Jetly	98880 47416
		Mr Pushpinder Kalia	98155 52440
9.	Projects/Roads Repairs/Maint	Lt Col Kulwant Singh	94639 99032
		Col Rajinder Singh	78378 94396
		Hav Ashok Bali	98769 15278
10.	Fire Fighting System	Col V R Rampal	94635 90226
		H/ Capt A S Negi, Engr	99154 23043
11.	General Cleanliness/ Safaikarmcharies etc.	Hav Ashok Bali	98769 15278
		H/Capt Jasbir Singh, Supvr	94172 97397

5. Operation of Society's bank accounts As proposed by the General Secretary, it was unanimously **resolved** that the following members of the Managing Committee were authorized to operate jointly the accounts of the Society for all the bonafide monetary transactions concerning the affairs of the Society and any two of them shall be jointly signing the cheques, to be issued for payments, on behalf of the Society:-

- a) Col S K Chauhan, Retd - President;
- b) Col K N Jetly - Vice-President (in case President is not available)
- c) Sh. Subhash Chander Pathania - General Secretary
- d) Lt Col Kulwant Singh, Retd - Treasurer.

6. Filing of IT Returns. The President Col SK Chauhan apprised the House that 3 (three) reminders have since been received from IT authorities to file IT Returns starting wef 1012-13 and there is every possibility of ceasure of Society's bank accounts in case the matter is delayed further. Forms 16 from certain banks is still wanting, books of society's accounts have not been reconciled with banks' statements in r/o certain periods, entries with regard to misc expenditures have not been properly bi-furcated/posted headwise, TDS figures have not been identified/segregated etc. This gigantic task has now been taken up by the President himself alongwith with Lt Col Kulwant Singh Treasurer, Sh Subhash C Pathania, Gen Secy and Sh Pushpinder Kalia which need to be speeded up by devoting 3-4 hrs daily for at lease one month or so. Col VR Rampal has very kindly agreed to consult/take up this matter with IT authy in Sec-17 Chandigarh so that any penalty on a/c of delay in filing IT Return may be avoided.

7. Security. The President and Col VR Rampal pointed out that there is dire necessity to re-vamp the security aspect in view of the recent thefts and rowdism by certain elements in the Complex.. CCTVs are not working properly, there is risk of infiltration from plants, poles, wires in the periphery etc. They, therefore proposed to go in for inter-com facility (as underground wiring had already been laid), issuing/checking of vehicle stickers, boom-barriers (in the long run) night-patrolling, Mobile CCTV cameras (this will also check the dog menace), time to time mock drill by security guards, checking the nexus between sahayks/car-cleaners and ayaas etc. The President however informed that a special meeting on security aspect exclusively shall be held shortly to seek valuable suggestions from members/experts and to implement the same in stages in due course.

8. Water Management. a) Though everyone lauded the efforts/contribution of Col SK Chauhan in setting in order the water supply system of the Society, but the recent break down of water-motors became a cause of concern. Hav Ashok Bali apprised the House that there were 5 (five) water-motors in all but most of them are out of use for this or that reason. Col SK Chauhan, President informed that presently there are only 2 (two) water-motors in the pump house – one in use and another as stand-by. But the stand-by motor is also out of order now which is being got repaired and the delay is being attributed to non-availability of its brass-plated part in the local market presently. The House however, resolved that another new water-motor made by a reputed company be purchased to avoid the possible risk and in the meanwhile expeller of brass be arranged urgently

b) The President also informed that certain rusted water- pipes viz society pipes as well as individual DU owners' pipes on roof-top need to be replaced, proper leveling of water in roof-top water tanks need to be done, leakage of rainy/overflowing tank water into certain flats/walls/lift areas have to be checked and girit wash by modifying swing (zoola) have to be fixed in certain areas to stop seepage.

9. Electricity. a) Col SK Chauhan, President informed the House that electricity bill of common areas of Society is mounting perhaps due to pilferage. He with the help of electricians has surveyed the areas and has found that Chinese-make changeovers need to be modified so that electricity load does not fall on common areas electricity line at the time of frequent electricity tripping. He also apprised that despite of numerous reminders to elect deptt, the 2 (two) connectors and thimbles costing Rs. 6,000/- appx may have to be got changed by the Society itself urgently so that frequent tripping of electricity and possible damaged to society's elect gadgets/panels is avoided. The House unanimously resolved/agreed to this proposal.

b) The President also opined that certain points of lights in common areas/stairs are superfluous and in some other parts of the common areas these are totally missing. Lights are also not put off timely. He therefore proposed to review the situation and to take the remedial measures with the consent of Managing Committee in due course.

10. Lifts. Col SK Chauhan, President apprised the House that Circuit Board as well as Lift Rooms are in bad shape, water leakage in lifts need to be checked, painting, instruction plate, lift phone, lifts shaking/rodder, fan-servicing, lift cabin cleaning floor water gushing into lifts, frequent changing of main drives etc aspects need to be looked into for taking up remedial measures urgently so that lifts are all time defects-free to ensure its perennial smooth usage/facility/safety. The Gen Secy pointed out that whereas the ARD has now been dispensed with, the lifts in case of electricity failure do not automatically open/reach at the levels. Hav Ashok Bali informed that batteries were earlier purchased with 2 (two) years guarantee to take care of this problem. Col SK Chauhan informed that frequent purchase/replacement of batteries involve too much exp and therefore the automatic start-up facility by the Gensets within a time period of 20 to 30 seconds in the event of electricity failure shall meet the requirement unless there is any major breakdown in the system. Even then Sh Pathania, Gen Secy stressed the need to have a safety alarm system installed/made functional in each lift so that a sort of moral support/satisfaction level could sustain the courage of inmate(s). House unanimously agreed to this suggestion.

11. Re-fixing of green-granite Sh Subhash C Pathania Gen Secy informed the House that a Contract on the subject matter was given to Lt Col A Datta on competitive rates during Oct 2014 but he has not completed the task as yet due to his indisposition. Consequently green granite has been hanging/falling from walls at a number of places. Thus a number of complaints are percolating from residents as there are chances of damage/serious injury to inmates. As a precautioning measure, the Gen Secy has since got the hanging tiles removed and piled up floor-wise well before the onslaught of dust/rainy storms during May 2016. Since this ordeal involves fixing the granite with cement followed by transfixing it with iron/brass screws so that it may not fall off frequently as had been done in Thrifty Block of our Complex 3-4 years back. The House agreed to the suggestion and resolved to fore-close the previous Contract while re-tender/complete the task under the proper supervision of a sub-committee/BOO.

12. Fire-fighting Col SK Chauhan, President apprised the House that FF Motors are out of order, covers of Motors are missing, there is leakage in pipes, drums are struck/broken, cylinders are too be got re-filled. He also opined that motor switch should be on the same floor so that emergent situation can be tackled promptly.

13. Hygiene & Sanitation. Satisfaction level on this issue has drastically come down as Roof-tops and stairs are seldom cleaned besides filth in every nook and corner of the Complex. Committee however felt to re-vamp it at an early date well before the start of rainy season.

14. Ayas/dhobis Mgmt Mrs Narinder Pal Kaur with the help of Office Supervisor have volunteered to inter-act with ayas, car-cleaners/dhobis to streamline their functioning very soon.

15. Garden/Park Mgmt The President Col Chauhan suggested that exterior area along the boundry wall needs to be given a facelift by planting saplings of decorative flower plants/ashoka trees as bigger trees like gulmohar etc pose security threat. Leveling of parks/flower beds are to be got done. Mallis are to be briefed time to time and they are to be provided with proper tools to speed up gardening work/timely plantation of seedlings/flowers. Menace of growth of peepal trees need to be checked frequently.

16. Project dev, Revenue augmentation/austerity measurers. Col KN Jetly opined that Managing Committee should not take any major project, but the essential services viz. security, water, electricity, cleanliness, and maint/repairs of valuable assets should be taken care of on a regular basis. Everyone agreed to this suggestion. But Col Chauhan, President and Lt Col Kulwant Singh, Treasurer opined that most of the eqpt/assets have lived up their age and wear/tear need to be addressed urgently lest major breakdown shall involve huge exp. Since no budgeting has been done for project exp for the fin year 2016-17 during the AGM dt 06<sup>th</sup> Mar 2016, the President therefore, apprised the House of the estimated exp likely to be involved in this regard during the financial year 2016-17 and the House unanimously approved the same, as under, subject to final approval by the AGM to be held during Aug-Sep 2016:-

a)	Electricity repair/and maint	: Rs. 4.00 lakh;
b)	Water management	: Rs. 2.00 lakh
c)	Security re-vamping	: Rs. 4.00 lakh
d)	Fire-fighting repair & maint	: Rs. 2.00 lakh
e)	Building repair/grit wash	: Rs. 2.00 lakh
f)	Roads repair	: Rs. 4.00 lakh
f)	Green granite re-fixing	: Rs. 4.00 lakh
g)	Lifts repairs/maint	: Rs. 2.00 lakh,
h)	Gardening/cleanliness	: <u>Rs. 1.00 lakh</u>
		: <u>Rs. 25.00 lakh</u> as against Rs. 26.35 lakh during Financial year 2015-16.

17. Misc. The President Col SK Chauhan, and Hav Ashok Bali opined that all MC members should ponder over the aforesaid tasks/their solutions/priorities so that final decision could be taken up during the next MC Meeting/AGM. Col SK Chauhan opined that a welding machine need to be purchased to take care of normal welding work now & then in the Complex. He also suggested to maintain an imp telephone/vendors directory in the society office. Hav Bali opined that misc plumber/elect works in the households be attended by the society workers as the outsiders generally fiddle with the system and thus cause damage to the gadgets belonging to neighbours/other DU owners/Society. Col VR Rampal & Lt Col Kulwant Singh pointed out that Card Room has been exclusively occupied by certain persons but its utility should be regulated by Managing Committee in the larger interest of residents. Some members opined that society should go in for out-sourcing the cleanliness/other maint services and new CA preferably located in Punchkula be arranged for Soccity. Hav Ashok Bali and Mrs. Rajinder Pal Kaur opined that guests entering the complex/civilian neighbours etc. be given due regards so that image of our habitat improves in the vicinity.. Mrs. Rajinder Pal Kaur opined that tripping of AC water should not cause problem to others nor the blockage of red-stone passage/area by storing luggage etc thereon should take place.

18. There being no other point for discussion, meeting ended with a vote of thanks to the Chair.

File No. SVRWS/GHS-79/MCM/2016-17

Dated : 22 June 2016.

Sd/- xxx  
(Col S K Chauhan Retd)  
President

Sd/-xxx  
(Subhash C. Pathania)  
General Secretary