

SANDEEP VIHAR (AWHO) WELFARE & MAINT SOCIETY, GHS-79, SEC- 20, PKL

ANNUAL GENERAL MEETING OF THE COLLEGIUM HELD ON 23RD OCT 2016

MINUTES OF THE PROCEEDINGS

Attendance

1. Annual General Meeting of the Collegium was held on 23rd Oct 2016 which was attended by 29 members out of 60 members of the Collegium (48% attendance).

Agenda Points

2.
 - a) Welcome address by General Secretary/President;
 - b) Passing of Minutes of the Last Meeting;
 - c) Presentation of Annual Report (including points put up by Internal Auditors and Sub-committees)
 - a) Consideration and approval of details of accounts, including the Balance Sheet, Income and Expenditure (Profit & Loss) Statement together with the Auditor's Report for the preceding year.
 - b) Replies to questions submitted by Members at least 7 days before the meeting (All questions included).
 - c) Nomination of members as Internal Auditor(s) etc. and Standing Contracts & Appointments Committee. (c.f. Sections 39 vi and 29 i & ii of Bye Laws respectively)
 - d) Any other point(s) permitted by President.
 - h) Vote of thanks.

Welcome Address

3. Sh. Subhash C Pathania General Secretary welcomed all the members of the Collegium who have spared their valuable time to attend this Annual General Meeting. He also wished all well to the 9 (nine) MC Members including the President, Vice-President, Jt Secy and the Treasurer who have been elected recently against the vacancies occurred by virtue of resignation tendered by the outgoing such MC members.

Obituary/Homage

4. Before starting the deliberations on agenda points, the General Secretary informed the House that during the last year, we have lost eternally some of our general members viz.: Col(Retd) D K Gupta of D-3/504, Col (Retd) Dalbir Singh of E-11/704, Father of Comde Vijay Iqbal Singh Bal of D-3/703 and Father of Col (Retd) SS Chauhan of E-13/201. He, therefore, requested the assembly to stand-in-silence for 2(two) minutes to join in grief and pray to the Almighty to grant peace to the departed souls and strength to the bereaved spouses/family members to bear the irreparable loss. Accordingly, the homage to the departed souls was paid by the Assembly by observing two minutes silence.

Deliberations

5. **Passing of Minutes of previous AGM.** The General Secretary then read out the scope/agenda points one by one and also the minutes of the previous AGM which were passed unanimously by the Collegium by a voice vote. The GS thereafter requested the President Col SK Chauhan to take up the other points for discussion/ deliberations.

6. **Special thanks.** President Col SK Chauhan, thanked the Almighty and the Collegium members to have afforded him an opportunity to do social service as President of the Society. He assured the House to do his best with full justice while discharging his duties towards the welfare and betterment of the Sandeep Vihar's residents. He informed that Sarv Kalyankari Havan organized in the Society Club Bldg was appreciated by the residents. The President paid Special Thanks to:-

- a) Col RC Jaswal resident member of E-7 Block for taking prompt action to extinguish the fire that broke in Block E-5 during the night of 04th Sep 2016;
- b) Lt Col Surinder Singh, Col RC Jaswal and Hav Ashok Bali for repairing the Tubewell timely. Efforts of Hav Ashok Bali were also applauded by the House with cheers for having liaised with HUDA officials in increasing water supply to our Society.
- c) Mr. Pushpinder Kalia – a resident member, Mr Subhash C Pathania Gen Secy and Lt Col Kulwant Singh, Treasurer for working day and night continuously for over two months to review/compile the annual accounts and for filing of long-pending income tax returns besides introducing the tally system of accounting for society accounts.
- d) Lt Col Ravinder S Benal for taking extra initiative to start “Apna Rasoi” (Society Restaurant at reasonable rates while providing standardized food items.
- e) Col KN Jetly, Vice President, Col Rajinder Singh & H/Capt GC Bhatt Executive Members for having putting in extra efforts to complete many society jobs including furnishing and renovation of both the guest rooms. Special thanks to Col KN Jetley who had arranged and borne full exp of the Sarv Kalyankari Havan.

- f) Col VR Rampal, Executive Member for arranging many significant items at reasonable/competitive rates for the Society.
- g) Col Subhash C Joshi, Jt Secy and Hav Ashok Bali, Executive Member for improving security of the Society.
- h) Mrs. Suman Bansal Resident of D-5/201 for organizing an excellent ladies show of Karva Chauth and thereafter cleaning the Central Park nicely.

7. State of Accounts. The President Col SK Chauhan and Lt Col Kulwant Singh, Treasurer explained the position of Society's accounts as under: -

	<u>As on 31.03.2016</u>	<u>As on 30.06.2016</u>	<u>As on 30.09.2016</u>
Ledger Bal (in S/B a/cs)	Rs.39,30,776/-	Rs. 19,11,876.37	Rs. 9,89,344.45
FDRs	Rs. 1,47,00,000/-	Rs. 1,87,00,000/-	Rs. 2,25,00,000/-
<u>Total</u>	<u>Rs. 1,86,30,776/-</u>	<u>Rs. 2,06,11,876.37</u>	<u>Rs. 2,34,89,344.45</u>

They also apprised the House that avg monthly income is Rs. 9,22,000/- whereas avg monthly exp is 9,25,000/- and the shortfall is being met from other misc resources. The President asserted that total factor cost of major common assets as on June 2008 was 11,48,37,371/- which has now depreciated to Rs. 4,45,19,419/- and thus the shortfall of Rs. 7.03,17,952/- (at factor cost) can not be met with aforesaid balances worth Rs. 2.00 crore and therefore the members must think over ways and means of replenishing the funds position.

8. Austerity Measures by the Mgt The President informed that Mgt has taken up several austerity measures to reduce Society exp on water supply, electricity, lifts, guardening, manure, shifting of a/cs from current to saving with a view to earn interest on funds parked in the banks.

9. Improvement of Lifts The President explained that new Drives have been installed in four lifts recently; all water entering points at lift doors have been sealed; electronic gadgets have been shifted to engine rooms for better handling/functioning of lifts; two GI sheets have been provided for shifting of heavy luggage. Efforts are being made to provide alarm and intercom in the lifts, window slot in lift doors, painting of lift doors etc.

10. Improvement in water supply Col SK Chauhan, President also apprised the House that a 3rd set of Water Pump has been purchased and other water pumps have been repaired by changing their bearings and applying grease besides the loose wiring connections have also be set right so that there is no possibility of sudden collapse of water supply system. All missing water-tank-covers have been fitted. Tubewell's depth has been lowered by 40 feet and major repairs carried out – curtsey Lt Col Surinder Singh and Hav Ashok Bali. The House appreciated with claps for the efforts of Hav Ashok Bali in liaisoning with HUDA for increase in water supply.

11. Activation of Fire Fighting System The President informed the House that ABC type fire fighting cylinders have been got filled up and placed on alternate floors; electronic gadgets of FF system have been repaired; leaking Hose pipes connections have been got repaired and 3 FF water motors have been repaired/ installed but their bases & covers are yet to be provided for. He further explained that after checking the entire FF system, it has been found that Non-return valves (NRVs) have not been installed at all in 2nd phase of our Complex. FF water pipes in all the floors need replacement which shall cost Rs. 3.40 lakh @ Rs.2,000/-per pipe (Rs.2,000x170).

12. Land Enhancement Cost Sh. Subhash C Pathania, General Secretary explained that a number of letters have been written to HUDA on the subject that the LEC demand is irrational/incorrect. A Team of Mgt also met HUDA officials but in view of the Court Case filed by certain pers of another GHS – coming up for hearing on 24th Oct 2016, no reliable response was forthcoming from HUDA. However, local Mayor has also been apprised of this issue who has written a suitable letter to concerned authorities highlighting the plight of residents of affected societies. Though Court hearing has been again adjourned, but Joint Action Committee shall be meeting with the concerned authy on 4th Nov 2016 again. GS averred that Mgt is seized of the mounting interest burden on a/c of delaying the issue, but we have to wait for some more time since it was decided during the last AGM that we should follow the decision of JAC who are of the firm opinion that the captioned Demand Notice of HUDA is grossly incorrect.

13. Court case against AWHO Sh. Subhash C Pathania, GS apprised the House that though our deliberations with the Army Cdr HQ WC in July 2016 were very positive but the Board of Governors of AWHO have negated Army Cdr's recommendations by citing one or the other compulsions. The President and Gen Secy explained that in view of the recalcitrant stand of AWHO, out of Court settlement of this issue is not possible at all. Collegium members, therefore, unanimously resolved that Management should pursue this case vigorously through the Court. All Collegium members including Lt Col Kulwant Singh, Treasurer, Col JN Jetley Vice-President, Brig Sarjit Singh Ex-President and Lt Col GS Jeryal Ex-President/Vice-President also unanimously resolved that a sum of Rs. 77,58,715/- (being Refund of Interest received from HUDA wrt LEC 2010) proposed by AWHO ND vide its letter B/03015/Sec 20, Panchkula Project/AWHO dt 18, April 2016 to be refunded, may be released to our Society – Sandeep Vihar Welfare & Main Society (AWHO) GHS-79, Sector-20, Panchkula for crediting the same in its Members' Corpus Fund as already resolved by the House vide its Resolution No. 4 (A)(i) dated 21st Sept 2014 and accordingly intimated to AWHO New Delhi several times.

14. Improvement in quality of life The President Col SK Chauhan informed the House that with the tacit support of members, Management has recently taken initiative in arranging of mobile fresh-vegetable shop; opening of Apna Rasoi (Restaurant); cleaning & tiling of area by Gurukul Mgt, planting of Hedge, Curry-Patta, Ashoka, and Neem trees – organizing of Vanmahotsav and Swatch Abhiyan; Tennis, Dance & Yoga coaching classes; curbing of Rowdism in the Complex; ensuring disciplined vehicles/cars parking within the Society Complex etc. He also informed that 10 (ten) iron benches (each costing Rs. 4,500/- appx) have been donated voluntarily by members and House appreciated this gesture & thanked the donors.

15. Beautification of outer area near Gate No. 2 Col Subash C Joshi apprised that Gurukul School Mgt has offered us to carry out hard-standing of outer area near our Society's Gate No. 2 so that it presents a good look and thereby wards of the students shall be parking their vehicles (for pick and drop only) during day time. He informed that alternatively the guests coming in our Society and persons coming to avail of CSD facility can also park their vehicles there. Brig Sarjit Singh commented that periphery's outer space belongs to HUDA which cannot be occupied by anyone. Col SK Chauhan, President explained that Gurukul Mgt has already carried hard-standing in their own side which has not been objected by HUDA so far and moreover the Mayor has a number of times offered to tile this area but nothing has been done by them till now despite several requests by the previous Mgt. The House felt satisfied and unanimously resolved to allow it so that outer area in front & adjoining Gate No.2 looks clean & beautiful.

16. Proposed Repair Projects The President apprised the House that Police authorities have called at us and impressed upon that in view of a number of thefts and rowdism in our Society, security needs to be revamped by strengthening the external fencing and by installing CCTV cameras. Moreover, the residents have also complained of a number of shortcomings of various nature. The Managing Committee has, therefore, decided to undertake following repair works/allied projects as the same need urgent attention:-

a) Strengthening of External Fencing	- approx cost	Rs. 1.50 lakh
b) CCTV Cameras Extnal	-	Rs. 6.00 lakh
c) CCTV Cameras under the stilts/in lifts		Rs.20.00 lakh
d) Selective road repairs	-	Rs. 4.00 lakh
e) Fixing of Green Marble on walls	-	Rs. 7.00 lakh
f) Grit Wash Repair	-	Rs. 1.00 lakh
g) Repairs to Drainage System	-	Rs. 1.50 lakh
h) Repairs to Fire Fighting System	-	Rs. 5.00 lakh
i) Repairs to Common Buildings		Rs. 2.00 lakh
j) Repairs to Guest Rooms & Banquet Hall	-	Rs. 0.70 lakh
k) ACs in Banquet Hall	-	Rs. 6.00 lakh
l) Painting of Lifts	-	Rs. 1.50 lakh

Col SK Chauhan, President and Lt Col Kulwant Singh Treasurer informed that aforesaid projects shall involve an appx cost of Rs. 60.00 lakh and General/ Building Development fund can also be utilized for this purpose. The House after discussing the matter elaborately, unanimously approved the captioned expenditure for these projects but impressed that competitive, transparency and austerity measures must be adhered to while finalizing/executing them.

17. Implementation of decency measures The President apprised the House that residents are very agitated because of dog menace, wrongly parked vehicles, piling up of inflammatory luggage under the stilts, encroachment of common area etc. The General Secretary suggested that “Dos and Don’ts” guidelines since circulated for info and adherence by the residents may be made mandatory to be strictly complied with by all the residents of our Complex. After deliberating these issues elaborately, the Collegium members unanimously resolved to make “Dos & Don’ts” guidelines as one of the mandatory parts of the Society Bye-laws and also to impose penalty on the wrong-doers for such offences as under:-

- a) Rs. 500/- (first time) for any dog caught defecating in open/lift/common area and Rs. 1,000/- for each such an offence subsequently;
- b) Rs. 300/- for wrongly/illegally parked car in the Society Complex; and
- c) Rs. 25,000/- for electricity theft.

18. Re-instatement of Electrician The President Col SK Chauhan who is also Incharge of Elect, Lift & FF Systems informed the House that Mr. Rahul, electrician has been re-employed in the Society as he was felt instrumental in repairing major/serious electricity faults in the Complex/panels and therefore sought AGM’s approval. As there has been no complaint against him from any of the residents for the last 3 (three) months, the House unanimously resolved to have okayed his re-employment as electrician in the Society.

19. Misc Points from Members - Reply The President, Col SK Chauhan read out certain letters/points received from the members and the House, after deliberating the same, decided that:-

- a) As suggested by Brig SMS Rathour and Brig Sarjit Singh Ex-Presidents, the House resolved to constitute a Sub-Committee/BOO to go into details of the issue of amending the Bye-laws and furnish its findings to the Management at an early date;
- b) Col V R Rampal proposed that CSD be shifted from 1st floor to ground floor as old and infirm residents find it difficult to climb up the stairs. The House felt and unanimously resolved that as there is no other place/area in the Society Complex commensurate with the length and breadth of the existing one for the CSD outlet, the existing one at 1st floor is quite suitable & adequate for the present to meet the requirement;
- c) As suggested by Col Arun Dhawan the House decided that adequate accommodation for drivers may be studied/ made by the Managing Committee and thus be provided for. Installation of CCTV Cameras and ACs in Banquet Hall as suggested by Col NPS Mann has been included in the scope of works to be carried out shortly.
- d) As suggested by Col Jasbir S Thind and Lt Col Surinder Singh to provide for roof structures for open car parkings, the House unanimously resolved that a proposal may be made out by a Sub-Committee with the help of suitable Architect for seeking approval of AWHO/HUDA and the cost may be contributed by the concerned beneficiaries/owners of open car parkings.

- e) As suggested by Col Subhash C Joshi, Jt Secy to debar defaulter members from voting/ election right, House resolved to deal this issue under amendment to Bye-laws.
- f) As suggested by Lt Col GS Jeryal Ex-President/Vice-President, the House after deliberating the issue at length, opined that despite having made a number of attempts by the previous Mgts (including Lt Col GS Jeryal Ex-President himself) it was not found possible to form/run a self-sustaining club till now and hence the House unanimously resolved that Society Office may continue be allowed functioning in the existing place till a suitable alternative is possible probably after getting possession of AWHO's local office Bldg in the Complex.

20. Points by Internal Audit Board

The President Col S K Chauhan narrated the findings/shortcomings pointed out by the Internal Audit Board (for fin yr 01.04 2015-31.03.2016) submitted by it on Oct 2016 and some of which are as follows:-

- a) No reply to 4 (four) IT notices recd since Sep 2015, was ever furnished;
- b) No filing of IT Returns inspite of IT Notices;
- c) Mis-match of tally & account books balances;
- d) A separate cash book was not found maint for cash related entries;
- e) Rs. 15 lakh to Rs. 35 lakh kept in current account thereby losing interest money over Rs. 15000/- per month;
- f) A number of times Money was spent beyond the specified powers of the President;
- g) No SOP for Card Room and no contribution/entrance or membership fee charged despite using AC for hours by a few select persons;
- h) Excess Exp on renovation of Card Room beyond the GBM approved amount;
- i) Payment of all lift spares made by the Society instead by the Contractor and moreover the Contract Agreement was not found revised since August 2015;
- j) No property ledger found maint;
- k) Lift repairs records not maint;
- l) Gensets log books not updated;
- m) Electrical meters records in r/o shops not produced;
- n) Fire Fighting Register not prepared;
- o) No viable/follow up action taken for recovery of pending society charges;
- p) Renovation of Banquet Hall done by by-passing all rules/procedures;
- q) Improper white-wash Contract – more than half of the job left, contractual amount Rs. 4.40 lakh – though disproportionate advance paid/released Rs. 3.50 lakh;
- r) Swimming pool contract amt Rs. 37,500/- not realized; and
- s) Revision of rent done downwards.

The House felt amazed/much concerned for aforesaid lapses on the part of previous Mgt but appealed to the new Mgt to resolve these issues in true camaraderie spirit and be more meticulous & professional in carrying out its functioning in future.

21. Pending Recoveries The President Col SK Chauhan and Lt Col Kulwant Singh, Treasurer revealed that Rent amount of Rs. 50,000/- was not realized from the Restaurant Contractor as well as Card-room (having AC facility) rent since inception was not realised from the users. Col SK Chauhan explained that the new Mgt is making strenuous efforts to realize the pending rent amt from the Restaurant Contract by having confiscated certain assets of RC. The RC has now agreed/allowed the Mgt to realize the pending amt out of the sale proceeds of his left-over assets. The House appreciated the timely initiative of new Mgt and also suggested that Card-room utility exp be recovered from the users and SOP be prepared for its transparent/smooth functioning.

22. No handing/taking over – No passing of annual accounts FY 2015-16 The President Col SK Chauhan and Lt Col Kulwant Singh, Treasurer also revealed that despite having written 2-3 letters and telephonic calls the out-going President Brig Sarjit Singh has still not handed over the charge to the new incumbent. Neither any briefing of pending issues have been done by him so far. Though ex-Treasurer has signed the books of accounts but certain details are yet to be explained by him. Brig Sarjit Singh Ex-President and Lt Col GS Jeryal Ex-Vice President replied that all records is available with the society office and thus new Mgt can ascertain the details therefrom. Col Handa and Col Chopra said that there should not be any scope for vindictiveness but handing/taking process shall take place in a routine manner. Col Vashisht opined that let by-gones be by-gones. But Lt Col RS Benal replied that if wrong-doers are allowed to go scot-free then Managing Committee Members are free to swindle away the hard-earned money of the members/stakeholders. He further stressed for transparency and accountability – two yardsticks/tools as deterrents to avoid misuse of society funds. Whereas annual accounts of the Society for Fin Yr 2015-16 could not be passed by the Collegium for want of certain clarifications from the out-going functionaries of MC, the majority of Collegium Members therefore resolved and requested to the outgoing President & Treasurer to co-operate in proper handing/taking over process as also reply to the queries/pending issues raised in the letters written to them so that new Mgt could carry out its task smoothly for the benefit and welfare of all the residents/members of our Society.

23. Nomination of members as Internal Auditor(s) etc. and Standing Contracts & Appointments Committee. (c.f. Sections 39 vi and 29 i & ii of Bye Laws respectively)

No change was proposed and felt/envisaged.

24. Fixing of Electricity MCBs/TPNs. Brig Sarjit Singh pointed out that Col SK Chauhan, the present President has not carried out the task of re-laying of electrical wires properly and funds collected by him were not judicially utilized/accounted for. Thereby, Col SK Chauhan clarified the matter by citing the findings of the Internal Audit Report whereby in its para 28(b) (iii) it has been mentioned that “the captioned point has been cropping up again and again in spite of the fact that it was closed at least 4 times in MC Meetings and 2 times in Collegium meetings”. Col Chauhan further explained that whole task was done on voluntarily/transparent manner and no society funds have been spent in this venture. He also told that the pending amt was received from the defaulters and returned to 2 contributors of Thrifty block and thus there have been no complaint pending from the stakeholders as of now besides the fact that there has not been any major break-down in electricity supply to the Households since then owing to up-lifting of elect wires. Certain members of the Collegium asked to the General Secretary to reveal the position/status of the issue. Thereupon the General Secretary read out extracts of Para 5 of minutes of proceedings of Mthly Mtg of Ad-hoc MC dt 27.10.2013, Para 3(c) of MOP of Mtg dt 31.12.2013, Para 3(d) of MOP of MC Mtg dt 29.10.2014, Para 15 of MOP of GM of Collegium dt 22.02.2015, Para 13 of MOP of MC Mtg dt 12.12.2015 whereby the then Managing Committee under the auspices/Presidentship of Brig Sarjit Singh had found that Col SK Chauhan had carried out the task of re-laying of elect-wires after studying its merits with experts and had utilized the funds judicially. The Collegium Members acknowledged that there have not been frequent elect trippings now and moreover the Elect Bill of the Society has also been on lower side now-a-days. All Collegium members except Brig Sarjit Singh Ex-President and Lt Col GS Jeryal Ex-Vice President felt satisfied with the findings of the Internal Auditors Report as well as the status report and therefore resolved that the subject issue be treated as closed once for all now without indulging in un-necessary vindictiveness on flimsy grounds.

25. Vote of thanks As there was no other point for deliberation, Lt Col R S Benal paid a vote of thanks to the Chair on behalf of the House while the meeting concluded at 2.00 PM after 3¼ hrs of smooth, free & frank discussion.

File No. SVWMS-8/GHS-79/AGM/2016-17
Dated : 29th October 2016.

Sd/xxx
(Subhash C. Pathania)
General Secretary

Sd/xxx
(Col S K Chauhan)
President