

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

**MINUTES OF MONTHLY MEETING OF AD-HOC GOVERNING BODY HELD ON**  
**30TH NOVEMBER 2013**

**Attendance**

1. Monthly Meeting of Ad-hoc Managing Committee was held on 30th Nov 2013 and it was attended by 6 (six) out of 9 (nine) committee members as the other three members were out of station.

**Agenda**

2. (a) To deliberate on status report of various functions of the Society relating to the current month and to suggest improvements, if required;
- (b) To deliberate upon the action required to be taken on letter No /DRFS/ PKL/1152 dated 21-11-13 received from the District Registrar of Firms and Societies, Panchkula;
- © Any other point with the permission of the Chair.

**Discussions**

3. Brig Retd Sarjit Singh, Convener of the Committee, chaired the meeting and initiated the deliberations with usual welcome address to the committee members. He expressed inability in convening the monthly meeting a little earlier because of non-availability of certain committee members at the station especially the Secretary- Mr. Subhash C Pathania. Thereafter, the Convener advised to Sh. Subhash C Pathania – Incharge of Secretarial duties to apprise the House of the Status Report on the points discussed during the previous meeting. As such Sh Pathania apprised the House of the minutes of the previous meeting/ATR and also pointed out that the major issue i.e. formation of Collegium as directed by the District Registrar on 13<sup>th</sup> Sep 2013 remained to be addressed as yet for want of updation of postal addresses of the complete electorate despite strenuous efforts made by the office and as such a reminder in this regard has also been received from the District Registrar which was read out to the committee members by Mr. Pathania. The committee members desired to deliberate on this issue separately after discussing the usual issues raised by the general members during the current month and therefore the Convener Brig Sarjit Singh/House took up these issues one by one as under:-

- a) Security : Since there is frequent defusals of internal street lights, the proposal of LAD lights was mooted in view of its cost effectiveness and durability but the Committee Members unanimously resolved to detail a Board of Officers to assess the

capital cost and other related effectiveness of this project to be taken up only after formation of duly elected Governing Body besides to install CFL tubes instead as suggested by Col VR Rampal.

- b) The action on suggestions regarding Installation of CCTVs in stairs-cum-lifts in the Blocks and opening of Cafeteria was also deferred to be decided by the elected Governing Body.
- c) Hire-purchase and renting out of DUs: As the DU owners are facing problems to get their flats vacated from the unscrupulous tenants, it was unanimously resolved by the Managing Committee that a suitable Property Dealer, on tender basis, may be appointed to carry out this task in close co-ordination with the Society Office so that PD could be made accountable for shoddy deals, if any.
- d) Block-wise exp on re-laying of wires: Brig Sarjit Singh, Convener pointed out that a number of general members are enquiring about the exp incurred on re-laying of wires and therefore he advised to Col SK Chauhan to maintain proper accounts of the exp separately and to start this work only after adequate/entire DU owners of the respective blocks have paid the tentative amt of the exp so that the excess exp incurred do not fall on society's exchequer.
- e) Bickering on a/c of Ayaas: The Convener pointed out that a number of complaints/skirmishes are taking place due to the problems created by Ayaas where the involvement of Society Management is frequently sought. The Committee Members therefore unanimously resolved that since this matter entirely pertains to/depends upon the mutual dealings/behaviour of the concerned parties (household owners and the Ayaas), the Mgt should henceforth not interfere in this matter except otherwise required in case of Ayaas' tacit involvement in anti-social, anti-national, theft, unionism etc . activities.
- f) Quarterly internal audit of a/cs. The Convener pointed out that report of internal qtrly audit of Society a/cs has not yet been submitted to the Mgt. Col Kulwant Singh, Treasurer informed the House that the In-charge of the Internal Audit Team has informed him that the report is ready but the signatures of a member (who is presently out of station) of the team are wanting and the same shall be furnished within a couple of days.
- g) Guest-room inventory: The Convener advised to Col VR Rampal to prepare the list of guest rooms' inventory and its costing so that guest rooms become worthy of use by the general members/their guests.

- h) Purchase of elect. etc. material: The Convener advised that as far as possible all material should be purchased on quotation basis/or from a wholesale shop with proper bills without compromising on quality aspect.
- i) Policy of Staff's leave: All Committee Members unanimously resolved that one day off per week; one day earned leave per month and 26<sup>th</sup> Jan, 15<sup>th</sup> Aug, & 2<sup>nd</sup> Oct as holidays may be allowed to the Staff of the Society.
- j) Lift charges during renovation: The Convener and Col VR Rampal pointed out that much of the damage is done to the lifts by the material transported through the lifts when the renovation work is got carried out by some DU owners and therefore some lift charges should be levied for this service. The Committee Members unanimously resolved to get Rs. 200/- per day as service charges from the respective DU owner while issuing pass for the labour plus 100% recovery of cost of damages, if any, done to the concerned lift.
- k) Repair of lifts – purchase of spare parts: Col SK Chauhan and Col Kulwant Singh apprised the House on behalf of Col Suresh Sharma In-charge of Lifts Maint that spare parts of lifts are being purchased in drib-lets and thus cost us dearly and sometimes inordinate delay is also faced . They therefore suggested as required by Col Sharma that adequate stock of some spare parts of general nature/routine use may be purchased in advance for which an amt of Rs. 3.50 lakh may be made available. All the Committee Members agreed to the proposal in view of cost effectiveness and timely repair of lifts subject to availability of funds.
- l) Shortage of funds: Whereas funds worth Rs. 1.90 lakh only have been left, the need has arisen to encash the 12.00 lakh FD (comprising of 2013 year's maint charges) kept with BOI for one year. Since the said FD is likely to mature during Jan 2014, it was suggested by the Secretary – Sh Pathania that instead of breaking the FD and thereby loosing much of interest amt, we should take loan against that FD for 1 month and meet the requirement of Nov 2013. But Col Kulwant Singh, Treasurer explained that as discussed with the Mgr of BOI, the difference of interest shall not be too much in the face of hassles of taking the loan. All the Committee Members, therefore, agreed to the proposal and resolved to encash the FD prematurely.
- m) Plantation drive: Committee Members appreciated the initiative taken by Col Arvind Bali, in planting the flowers timely in the lawn areas of the Complex and also requested him to improve the gardening condition of the lawn in front of Gate No. 3 also by judiciously utilising the services of the malies. Col Bali's suggestion of employing one more mali was not agreed to but the Committee Members were of the

opinion that whenever some mali proceeds on leave the stop-gap arrangement may be filled up on ad-hoc basis besides also by utilising the services of office-runner Mr. Suresh who does know the gardening job too.

- n) Installation of Drainage Pipes in U-2/Thrifty blocks: Brig Sarjit Singh Convener, apprised the House that a number of complaints have been received that rainy/gallery water from U-2 and Thrifty blocks' DUs falls on building pillars as well as on grit wash and thus damage the same. He, therefore, suggested that drainage pipes need to be provided to solve this problem which shall involve an exp of Rs. 18,000/- appx. With a view of avoid further damage to the buildings/grit wash, all Committee Members resolved to get this work done urgently subject to availability of funds.
- o) General cleanliness of the Complex areas: Brig Sarjit Singh, Convener pointed out that the overall cleanliness in the complex has not improved despite numerous warnings issued to the safai-karmcharies. Sh. Subhash C Pathania also averred that he did got his dissenting note recorded during the previous month's Committee Meeting in this regard and a number of complaints are still percolating. All the Committee Members endorsed this view and therefore unanimously resolved to change the team of safai-karmcharies as soon as possible.
- p) Repair of electrical panels: Col SK Chauhan Incharge Electrical Works pointed out that electrical panels require constant maintenance and timely repairs to avoid major mishaps in elect installations/fixtures/DG sets. Brig Sarjit Singh Convener advised that proper procedure viz initiation of worthwhile proposals, quotations, approvals, placing of supply orders and obtaining of proper bills/accounting in r/o all purchases/repairs should be meticulously followed by all concerned.
- q) Functioning of Block-in-charges: Brig Sarjit Singh, Convener apprised that much of the mgt functions, have now been devolved on Block-in-charges and feed-back taken by him from them, during their time to time meetings, helped the mgt in timely redressal of the residents' problems and wherever/whenever required changes, in their nominations, have been made. All Committee Members agreed that this procedure shall certainly improve Society's functioning.
- r) Preparation of Scheme of Collegium: Sh. Subhash C Pathania informed the House that a communiqué vide Memo No. /DRFS/PKL/1152 dated 21-11-13 has been received from the office of District Registrar Firms and Societies, Panchkula directing us to "submit the Scheme for formation of Collegium as per Haryana Society Registration Act 2012 within one month positively" as no progress has been sent to him since the constitution of Adhoc Committee on 13-09-2013. In this connection

Mr. Pathania informed the House that this point was taken up by the Ad-hoc Committee during its very first meeting held on 23 Sept 2013 wherein it was unanimously resolved to form a Collegium of 62 members as per the examples/scheme envisaged in the Model Bye-laws of HRRS Act 2012 but the Ad-hoc Committee felt that the Scheme would not work in isolation unless we also up-date the postal addresses (which was never done earlier during the entire life time of 5 years of our Society) of the complete electorate and therefore the process of updation of postal addresses of all the 556 members was vigorously initiated by the Society Office with strenuous efforts made by Block-in-charges as well. Whereas the extant Bye-laws of our Society are not in tune with Model Bye-laws and the provisions of the Haryana Registration & Regulation of Societies Act 2012, the preparation of Scheme for formation of Collegium and its election need completion of all relative formalities as propounded in Sr. No. 2 (Explanatory Notes) of ANNEXURE-2 Part III of Haryana Registration and Regulation of Societies Rules, 2012 as memberships and elections of Societies constitute major part of the problems in smooth management of the affairs of the Society.

Brig Sarjit Singh, Convener re-read the aforesaid letter of the DR to the Committee Members and advised that DR's directions must be adhered to in letter and spirit. Col VR Rampal suggested that since the scheme of formation of Collegium viz 3 members from 28 DU Blocks (16 Blocks) and 2 members from other 7 Blocks with a total of 62 members has already been approved in the Ad-hoc Committee's meeting of Sep 2013, the same should be submitted to the office of DR. Col SK Chauhan suggested that he would support the office in sending the notices of elections for formation of Collegium by mailing the same with the help of APO (Army Postal Office) in r/o allottees whose postal addresses are wanting. It was, thus unanimously resolved by the House that all efforts be made to comply with the aforesaid directions of the DR timely by preparing the said Scheme comprehensively in t/o Provision 32(6)(ii) of HRRS Act 2012.

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

File No. 11 RWA/GH-79/MCM  
Dated : 01st Dec 2013.

Sd/x x x  
(Subhash C. Pathania)  
Member Ad-hoc MC

Sd/x x x  
(Brig Retd Sarjit Singh)  
Convener-Chairman