

Minutes of the meeting of the General Body Meeting held on 31st August 2014 at 10:00 am at connecting bridge (First Floor) of Sanskriti Apartments, Sector 19B, Dwarka, New Delhi-110075.

The General Body Meeting held on 31/08/2014 at 10.00 AM at the premises of Sanskriti Apartments, Dwarka, New Delhi-110075 to discuss the agenda items which was already circulated to the members prior to the meeting. The meeting was chaired by Sh. Inderjeet Singh President of RWA. The list of the 66 members present in the meeting is appended at previous page along with the signature of respective members.

As the quorum of the meeting was incomplete, President declared the meeting to be adjourned for half an hour from 10.15 AM to 10.45 AM with a direction that the adjourned meeting shall be convened at 10.45 AM at the same place. The house reassembled at 10.45 AM and the President opened the meeting. Subsequently the proceeding the house was started.

Agenda No. 1

The President, at outset, extended his warm welcome to all the members.

Agenda No 2

Introduction of new elected members of Executive Management Committee for the year 2014-15 by General Secretary Sh. Parveen kumar.

Agenda No.3

- a) The proceeding of the last **AGM/GBM of 2013-14** was not available with the General Secretary of RWA so he was not able to read it out in front of the house so there was no approval of the proceedings of the previous meeting by the house.
- b) Sh. Parveen Kumar (General Secretary) submitted one month working report to the members.

Below are the main points as per his report:

1. Cleanliness drive was taken up and the results can be seen in Sanskriti Campus and well admired by the residents of the apartments and members present in the house.

2. Corridors did not have proper lighting arrangements previously. New RWA team have taken proactive actions on this matter and restored the lighting with the help of DDA as they provided the Tube lights. Special thanks to Sh. H.S Mehra for his assistance to RWA.
3. CCTV setup which was non functional for last couple of months has been restored with continuous efforts by the Executive Member Sh. Hemant Kumar (Head of Security Committee).
4. Formation of much required Membership register, which is the most important document, has been started. The format of the same is already created and presented to the members present in the GBM. This task should be completed within a couple of months by the special executive committee formed for this purpose.
5. To strengthen the identity of Sanskriti Apartment, a logo have been created and launched on 15th August 2014. Also, non-functional website of Sanskriti Apartments was recreated and launched on 15th August 2014 and is being continuously updated for all activities in the apartments. New features are being added on regular basis. Sh. Vinay Bansal (Executive Member RWA) have been assigned the task to manage the website and all its technical aspects.
6. Official e-mail id of Resident Welfare Association, Sanskriti Apartments has been announced as rwa@sanskritiapartments.com
7. Four main sub-committees were formed namely
 - ✓ Security & Cleaning Committee
 - ✓ Social, Cultural & Sports Committee
 - ✓ Govt. Liaison Committee
 - ✓ Horticulture Committee
8. A friendly agreement is being created for Car Cleaners, Maids, Dhobi, Security Agency and Housekeeping Agency to improve performance in their respective jobs.
9. General Secretary Sh. Parveen Kumar further informed that there were certain flaws in accounting of previous years. He stressed on Service Tax being charged by Security agency without even having a valid service tax number. And the similar case was found with the cleaning agency. In total, an amount of Rs 1,37,581/- has been charged by these agencies but have not deposited to the service tax department. Out of this amount, Rs. 79,092/- was recovered from **Bharat Security Service** already and Rs 58,489/- yet to be recovered from **J K Housing** in the coming month. To view details of the service tax, please visit <http://www.sanskritiapartments.com/scrutiny->

[of-service-tax-audits-and-tds-by-rwa](#). These findings were possible because of the efforts made by CA Sh. Satish Aggarwal who offered his services without charging any professional fees after the request by General Secretary to him in the interest of the residents. All the members present in the meeting highly praised his efforts. This is also found that our RWA TDS returns were not filed on time or not filed at all and because of this INCOME TAX department issued us a default notice of Rs 68,328/ as penalty/ liabilities on our RWA which ultimately became an addition financial burden on our RWA. It is also observed that the audits of previous years were incomplete. To rectify this issue, General Secretary Sh. Parveen Kumar, has proposed an internal audit to make sure all financial records are scrutinize properly and remedy if any other fault is observed and streamline all records to avoid any further penalties.

With this he proposed the Internal Audit to be conducted from **December 2007 (date of Inception of RWA) to 31/7/2014.**

Decision

The General Body approved to start the process of Internal Audit with One Voice, but the cost of internal audit should be reasonable.

***Note from RWA:** Dear Residents, we don't intend to blame any individuals for the inconsistency in the records because we believe that these can just be mistakes or ignorance at their end and not intentional. Our objective is to streamline RWA practices including financial and non-financial records.*

Mr. Rakesh Rawat was invited to present the **Estimated Budget for 2014-2015** (All the figures are on annual basis and are approximate counted on the basis of previous year expenses so it may vary). Sh. Rakesh Rawat proposed to increase maintenance charges as it has been the same Rs. 500/- for last seven years and the expanses are increasing every year. In reply to that, all members suggested to firstly speed up the efforts of collecting long time due maintenance charges from members who are not paying and after that we can plan to increase the maintenance charges.

Budget 2014-2015 (All Figures are in Annual Basis)				
Salaries (Gurad+Sweeper+Staff)	2760000		Membership Fee	20000
House Keeping Supplies	60000		Monthly Maintenance	2340000
Electrical Repairs & Maint	48000		Default Members Recovery	1000000
Civil Repairs	60000		Monthly Fee (Vendors)	NIL
Plumbing Repairs & Maint	36000		Advertisements	NIL
Gardening Expenses	60000		Sale of Scrap etc	NIL
Printing and Stationary	36000		Other/Donations	NIL
Office Operating Expenses	43000		Scrap Dealer	1000
Phone Bills	36000		Total	3,361,000.00
Conveyance Reimbursement	24000			
RWA Equipments/Assets	28000			
Postage Charges	36000			
Total Outflow	3227000		Total Inflow	3361000
		Surplus		
134000				

Decision

GBM approved of the above Budget

Agenda No. 4

Any other matter with the permission of the chair.

The following inputs were received by the members present in the meeting:

1. Sh. L.N Gupta (Flat No.126) asked about small repairs. Hindi should be used for notices. One Lost & Found notice board should be installed. Help in setting up bank accounts Employees like maids and others working in Society under Jan Dhan Yojna.
2. Mr. Sanjeev Thakur (Flat No.330) congratulated the new team of RWA members, and assured that if we work collectively we can make our apartments as one of the best in Dwarka.
3. Mr. D. K Sachdev (Flat No.155) congratulated the new team of RWA members and appreciated cleanliness of the Society. He asked on which of the drainage pipelines are common to be maintained by authorities and which ones are to be maintained by the residents. He mentioned about a specific pipe clog for which he had to pay from his pocket every time and asked if it is common it should be maintained by RWA.

4. Mr. Pradeep Sehrawat (Flat No.363) congratulated the new team of RWA members and said we should do something about water quality as it is getting very bad. He emphasized that a Public Toilet should be made for maids as they are using the staircases to relieve themselves.
5. Mr. Anuj Sharma (Flat No.296) congratulated the new team of RWA members and said maintenance collection system should be improved. He proposed to accept the payments from residents who want to pay from when they have taken possession in their respective flats. The voting rights to such members can be discussed later.
6. Mr. Hardya Narain (Flat No.348) on maintenance collection issue further said that RWA should maintain a separate register and visit to residents who are non members. RWA should mention the date of visit; name of officials visited and reason for not paying etc in this register. This will help the RWA as Evidence in case any Legal action is to be taken in future.
7. Mr. Nipun Arora (Flat No.487) said that sub-committees should present their progress report. There are lapses in security which need to be addressed immediately. Maintenance to be recovered on a universal Policy. We should contact authorities to setup an office for RWA officials as the garages are going to be occupied by the residents soon. RWA should also increase one more Staff member in office so office work related facilities can be improved.
8. Mr. Deepak Sachdev (Flat No.428) said water quality is not good and we should think of Installing a common RO for society. Happy to see festivals are being celebrated. He emphasized that Sports activities should also be taken up on contributory basis.
9. Mr. Nitish Mondal (Flat No.322) was in the view that the present RWA should not disclose irregularities of the previous RWA committee.
10. Mr. Vilay Tiku (Flat No.109) said that we should offer discount on Maintenance for members who pays in advance as this may help us in generating funds in advance. He suggested a discount of one month if a member pays 12 months in advance.
11. Mrs. Saroj Sharma (Flat No.494) said that a grocery shop or a Mother dairy should be set up in our apartments. She was informed that Mother Dairy Kiosk was almost setup in the apartments but few people from RWA at that time opposed and complaint to authorities to make sure we can't set it up. She said that a public Notice Board should be setup so residents are informed about the Birth Death and social functions of fellow residents. She requested to Pet Owners to maintain civic sense

for fellow residents. Water cooler at main gate is not working and we should get it repaired.

12. Mr. R. S Malik (Flat No.488) said that Speed Breaker at Main gate should either be removed or reconstructed with proper dimensions available with a Civil engineer. Improve Cleaning, Form an Advisory Committee so that a check can be kept on RWA to make them realize of their faults if any. He was in the opinion that instead of Election, we should rather go with selection as election bring rift among fellow residents. He informed the house that he tried to do the same and approached Mr. PremLal and Mr. V.K Agarwal so selection can be done but they took him otherwise.
13. Mr. Ajay Srivastava (Flat No.316) advised that a committee to be formed for collection of maintenance. He was informed by the Secretary that the same has been done and would start working within 15 days. Working of RWA should be transparent. Maintain regular Cleaning.
14. Mr. S.D Gupta (Flat No.153) said that the tenure of RWA Body should be extended to 2 years. He strongly requested RWA not to store garbage in the society campus and move it to outside the society as it is creating a lot of hygiene issues. He informed about the Mother Dairy Kiosk that it arrived to our society but a few RWA officials at that time opposed and complaint to DDA. He said if there is no space for Pooja Sthal then how we can celebrate festivals. On maintenance he said there are societies where there are same number of flats with more security guards with a monthly maintenance charges of 150 rupees
15. Mr. Santosh Gupta (Flat No.126) requested that since DDA has started the process of handing over, we should ask DDA to fix all equipments and other civil work. He also requested that committees should submit their reports on time. He emphasized that Sports activities should also be taken up on contributory basis.
16. Mr. Santosh Kulashri (Flat No.225) asked what services are covered under Rs 500/= being charged by RWA every month.
17. Mr. T Mohan Kewalchand Ramani (FLAT No.167) said maintenance collection should be done on priority. He suggested appointing one dedicated executive member to each corridor.
18. Mr. Raj Kumar Pahuja (Flat No.345) said that the Connecting Bridge is not presentable as whitewash is peeling and fan is also not working so we should rectify this as residents use this place for functions and their family events. He also stressed that a Mother Dairy or Safal kiosk should be set up in our apartments. There should

be friendly and harmonious environment in Society. He said that Speed Breaker at main gate should be either removed or reconstructed. He also emphasized that a proper RWA office should be constructed. RWA should talk to DTC so a bus service and bus stand is available for Sanskriti Apartments residents.

19. Mr. Baljeet Singh (Flat No.374) also stressed that a Mother Dairy or Safal Kiosk should be set up in our apartments. He raised a question about stray dogs and asked for a provision at main gate so they don't enter to the society.
20. On this point, Dr Vimal Kaushal (Flat #2101, Executive Member) informed the house that he has been taking this matter since last five years and taking appropriate actions with the help of the authorities. He informed the house that all stray Dogs in our society are sterilized and have been vaccinated for rabies. He urged to fellow residents not to feed them and place food at one specific area outside the society ONLY to make sure that there are no stray dogs in the corridors. Also requested dog owners to take their dogs outside society for pooping as it is observed it was done on roofs, corridors OR even in lifts.
21. Mr. R.K Kamra (Flat No.163) informed the house that they are facing problem as people park their vehicles in disorganized fashion under connecting Bridge and near water Tank. RWA should issue proper stickers with Flat No on it. A NO PARKING Notice should be affixed on the vehicles which are in wrong parking.
22. Mr. H.S Mehra (Flat No.191) said that RWA Office should be built. He informed that the Case of Garage in HIGH Court was dismissed and members were not informed for the same by the past RWA at that time. President at that time instructed the engaged lawyer not to interact with any resident and Mr. Mehra felt it wrong as all residents paid him for that job. He further informed the house that common area car parking cannot be taken up for sale. DDA did not follow any procedure while allotting the garages. They should have followed DDA disposal act. He said we should take up the matter of Garages on Individual capacity. The members were informed that it was efforts of Mr. H.S Mehra which helped residents save about Rs 2500/= on water bill. Members present applauded his effort.
23. Mr. Inderjeet Verma (Flat No.542) said people does renovations but don't clear the malba/scrap. RWA should take some security deposit from the residents when they start their renovation work and in case they don't clean the malba, their security deposit should be forfeited. Cleaning of toilets should be done on regular basis. All of us should take up KAR SEVA campaign and clean our society before the festival of

Diwali. Should talk to DTC to setup a bus stand for Sanskriti Apartments residents. Some transport service to Metro Station should also be arranged.

24.CA. Satish Aggarwal (Flat No.154) asked to remove the Big Hoardings near the main gate which are creating problems since a long time. Parking of Vehicles should be in Proper manner.

25.Mr. Shailesh informed the house that the roofs were cleaned but plants are still growing which should be removed.

26.Mr. Nipun Arora (Flat No. 487) said that a committee should be formed to amend the Memorandum and all discrepancies should be settled.

27.Mr. S. D Gupta (Flat No.153) mentioned that in bad weather conditions, the corridors of First floor and second floor of Building-2 faces a low visibility. We should switch on the lights at the time of low visibilities.

General Secretary Sh. Parveen Kumar asked for views from the house on festival celebrations. All members in one voice asked RWA officials to celebrate the festivals but only on Contributory basis. As another view, members suggested that other residents should come forward and organize the festivals with the assistance of RWA cultural committee members.

Decision:

Members present said that only 15th August and 26th January should be celebrated by RWA and its funds. All other festivals should be celebrated only on contributory basis. The members of the **House** in one voice resolved that among the festival organizing Committee, only two members of Cultural Committee, General Secretary and President should participate on behalf of RWA. Fellow residents who are interested in organizing the festival celebrations should come forward. It was further decided that this trend should be followed in next RWA tenures as well.

The meeting is concluded smoothly with the **vote of thanks** to the members and the chair by General Secretary Parveen Kumar. Thanks and warm regards.



Parveen Kumar (General Secretary)