

DRAFT MINUTES OF THE 21st ANNUAL GENERAL BODY MEETING OF NERUL GYMKHANA, HELD ON SUNDAY, DECEMBER 16, 2018 AT 10.00 A.M. AT NERUL GYMKHANA, PLOT NO. 5/5A, SECTOR – 28, NERUL NAVI MUMBAI

1. The meeting was convened at 10:00 A.M. by Hon. Gen. Secretary Managing Committee Mr. Harsharan Singh. However due to lack of quorum, meeting was adjourned and reconvened at the same place at 10:30 A.M.
2. **The Following members were present on the dais :-**
Mr. Vinoo Raina, Hon. Chairman, Board of Trustees
Dr. K.P. Sherif, Hon. Secretary, Board of Trustees
Mr. Kamlesh Thakkar, Hon. Treasurer, Board of Trustees
Mr. Kanhaiya Lal Boob, Hon. Advisor, Board of Trustees
Mr. Rajesh Poojari, Hon. Advisor, Board of Trustees
Mr. Shashi Pandey, Hon. President, Managing Committee (2019-2021)
Mr. Vikas Shetty , Hon. Vice President, Managing Committee (2019-2021)
Mr. Dhananjay Vanmali, Hon. Gen. Secretary, Managing Committee (2019-2021)
Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018)
Mr. B.P. Mantri, Hon. Treasurer, Managing Committee (2019-2021)
3. Mr. Harsharan Singh, Hon. Gen. Secretary Managing Committee welcomed the members of the Gymkhana to the 21st Annual General Body Meeting and introduced all present on the dais.

4. **Agenda No.1:**

Reading and confirming of the Minutes of the Meeting of the last AGBM held on 17th December 2017.

5. Mr. Harsharan Singh, Hon. Gen. Secretary Managing Committee informed the members present that as per the mandate of the AGBM (20th December 2015) the minutes of the last AGBM and the annual reports had been made available for all members to read in the website.

The minutes were proposed to be passed by Mr. Sanjay Mukherjee (L-388) & seconded by Mr. Ram Bishnoi (L - 501). The minute was unanimously accepted by the members present to be passed.

6. **Agenda No.2:**

To receive and adopt the Annual Report for 2017-2018

Mr. Harsharan Singh, Hon. Gen. Secretary Managing Committee informed that the annual report 2017- 18 was also uploaded in the Nerul Gymkhana website, Mr. Harsharan Singh read out the annual report. The members unanimously decided to adopt the annual report for 2017-18. Annual report was proposed for adoption by Mr. Manoj Kumar Thakur (L-1083) and the same was seconded by Mr. Vishnu Joshi (F-1258) and unanimously accepted to be passed.

7. Agenda No. 3:

To receive & adopt the Audited Statement of Accounts and Balance Sheet along with annexure for the year 2017-2018

Mr. Himanshu Chawhan (F-997) read out his query about audit report. His first query was why the collection of maintenance chargers for the previous year was 1 Cr and this Financial Year 17-18 collection has come down to 57 lacs. He asked why the drop in collection.

Mr. Shashi Pandey, Hon. President, Managing Committee replied that in the financial year 16-17 we could recover lot of arrears of previous years. But in financial year 17-18, though equal efforts were made, we were not able to recover old arrears.

Mr. Himanshu Chawhan (F-997) asked why above 1100 members have not paid the maintenance due and what are the necessary steps taken to ensure better compliance.

Mr. Vinoo Raina (Hon. Chairman, Board of Trustees) replied that as per the direction of the previous AGBM the members who have not paid upto 2016, are placed in the defaulter list and they are not eligible to avail any of the facilities of Nerul Gymkhana as a member and late payment penalties are levied as a penal action. The organisation is making all-out effort to contact the members and requesting them to pay the maintenance dues. Out of 1100 members about 300 members are not traceable.

Mr. Himanshu Chawhan (F-997) further pointed out that the revenue from the health club has grown but so have expenses also resulting in a net loss. So what can be done to scale up the Gym to prevent the loss.

Mr. Shashi Pandey, Hon. President, Managing Committee replied that about 4 years back the gym was run by M/s. Fitness First. The losses were increasing. Hence the contract was discontinued. The gym is since then being run by the Managing Committee of Nerul Gymkhana. Under our management, the members using the gym have increased but, because of maintenance costs going up due to the increased age of machinery, there is a net loss. The Managing Committee along with gym sub committee has done a good job. But however we are in the process of appoint a gym specialist to manage the gym through proper tendering process.

In the absence of further queries the audited balance sheet was proposed to be passed by Mr. Shelaji Kesarkar (F-245) and seconded by Mr. Vishnu Joshi (F-1258).

The august body unanimously adopted the audited balance sheet.

8. Agenda No. 4

Appointment of Auditor for the financial year 2018-2019

Mr. K.L. Boob (F-1540) Hon. Advisor, Board of Trustees. Informed the meeting that as per the advice of the last AGBM the Board of Trustees called for open quotations. Five Quotations were received. 2 Quotations were members and hence could not be considered because of conflict of interest One quotation was not from CA. One quotation was not competitive. M/s. Hawa & Co. was shortlisted and appointed and the consolidated remuneration is Rs.90,000/-

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Mr. Sanjay Mukherjee (L-388) proposed to adopt the Draft resolutions and the same was seconded by Mr. K.M. Bhaskaran (L-1023). The proposed resolution as under was unanimously accepted and passed

“RESOLVED THAT M/S. “HAWA & CO. CHARTERED ACCOUNTANTS, MUMBAI BE AND ARE HEREBY APPOINTED AS AUDITORS FOR FINANCIAL YEAR 2018 – 2019 AND TRUSTEES ARE HEREBY AUTHORIZED TO DO THE NEEDFUL INCLUDING TO DECIDE IN RESPECT OF THEIR REMUNERATIONS”.

Mr. Gopal Jagwani (F-1087) asked why reports of internal auditors was not uploaded in the website. He also suggested that Nerul Gymkhana should appoint internal technical auditors also.

Mr. Shashi Pandey, Hon. President, Managing Committee informed that 2 members volunteered as internal auditor. Mr. Shashi Pandey, Hon. President, Managing Committee requested Mr. DINESH Sharma (F-543) who is one of the internal auditor to give his observation. Mr. Dinesh Sharma (F-543) replied that he found every thing in order. Mr. Vinoo Raina, Hon. Chairman, Board Of Trustees requested them to continue and also requested one more member to volunteer Mr. Vishnu Joshi (F-1258) who is himself is a CA expressed his willingness to volunteer as an internal auditor.

Mr. Vinoo Raina, Hon. Chairman, Board of Trustees requested Mr. Gopal Jagwani (F-1087) to take the lead for the technical audit and Mr. Mr. Gopal Jagwani (F-1087) agreed for the same.

Mr. Vishnu Joshi (F-1258) suggested for an internal auditor report.

Mr. Dinesh Sharma (F-543) who is one of internal auditor said that, there is no provision of internal auditor in the Constitution of Nerul Gymkhana and the same is not necessary.

Mr. Anil Kumar Kartha (F-46) opined that the scope, the qualification and competence of the internal auditor (Commercial as well as technical) should be defined and then the appointment made if required by the Board of Trustees thru a notification.

Mr. Vishnu Joshi (F-1258) suggested that the internal auditor will handle financial aspects, monitor inputs and suggest more revenue generation.

Mr. K.M. Bhaskaran (L-1023) opined that the internal auditor should be a part of the managing committee on an advisory level and provision should be devised for the same.

Mr. Shelaji Kesarkar (F-245) opined that the AGBM may appoint the internal auditor. The internal auditor should identify loopholes / leakages. They should submit the internal

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audit report once in every three month. The internal auditor to co-ordinate with the Managing Committee only. The reports should be confidential and they should participate in the discussion at final account crystallization. Mr. Shelaji Kesarkar (F-245) volunteered to be an internal auditor. He further suggested to amend the bye law to include the provision of an internal auditor.

Mr. Balasubramanian K. (P-4) stressed the need for defining the scope of work of internal auditor and their qualification.

Mr. Rajesh Poojari, Hon. Advisor, Board of Trustees said that if the internal auditor interfere in the day to day routine activities of Managing Committee then it is against the interest of gymkhana. The members can give their names for volunteering as an internal auditor. The Trustees will decide about the appointment based on the scope and qualification format decided by them.

Mr. Vishnu Joshi (F-1258) agreed and suggested that the trustees to decide the scope of work and qualification of members to be appointed as internal auditors.

Mr. Arjun Naik (F-90) suggested that as the provision of internal auditor is not in the Bye Laws, let us adopt it and further added that the names of the members volunteering to be internal auditor should be taken in the AGBM and the same should be uploaded in the website.

Mr. Sanjay Mukherjee (L-388) informed that the internal auditor started the work systematically. The team looked at only process and not monetary matters. The committee over a longer period, failed to give time. He further stressed that the scope need to be defined and written commitment from members volunteering as internal auditor to be taken.

Mr. Vinay Rao (F-1414) Suggested that the financial auditor should be qualified in finance and the technical auditor shall be technically qualified. The process for appointment to be crystallized before initiated.

Mr. K.L. Boob (F-1540) Hon. Advisor, Board of Trustees informed that the statutory audit is mandatory as per law. Rest all like internal audit is not mandatory. As regards the internal auditors, it is within the preview of the trustees to formulate and define the scope of the internal auditors, their qualification, the mode of selection and appointment if need be.

Mr. Vinoo Raina, Chairman Board of Trustees informed that the trustees shall do the needful for the appointment of Internal Auditor as per the suggestion of Mr. Kanhaiya Lal Boob, Hon. Advisor, Board of Trustees

9. Agenda No. 6

Mr. Shashi Pandey, Hon. President, Managing Committee informed that the Agenda No.6 shall be taken up and requested Mr. B.P. Mantri, Hon. Treasurer, Managing Committee, to do a power point Presentation on "Review of financial position of Nerul Gymkhana."

Mr. B P Mantri, Treasurer Managing Committee presented a brief overview of Nerul Gymkhana showing key figures and statistics, achievements and events held during the year, membership details, financials at a glance, outstanding amount receivables from members, existing and upcoming facilities, other key initiatives including digital social media updates and a road map for future.

Mr. K.M. Bhaskaran (L-1023) asked why the health club is showing a revenue deficit. Mr. B.P. Mantri, Hon. Treasurer, Managing Committee, replied that it is because, the working days of the gym has gone up from 6 to 7 and the electricity bill has gone up accordingly. The maintenance cost of equipment's are also increasing.

Mr. Vishnu Joshi (F-1258) suggested to regulate the time of steam which is an electricity guzzler. Mr. Vinoo Raina, Chairman Board of Trustees sought suggestion from the members how to recover the outstanding maintenance charges from members amounting to 4.86 Cr from 1100 members out of which 300 members are not traceable. He requested all members to advice default members they know to pay the dues as in future the membership rate will be very high.

Mr. Raju Vallecha (F-1764) suggested to increase the maintenance charges. Mr. Himanshu Chawhan (F-997) asked why defaulters are not paying the maintenance charges.

Mr. Shashi Pandey, Hon. President, Managing Committee replied that because of the penalty levied, many members were hesitant to pay, but now the members are coming forward to pay their dues. Mr. Vinoo Raina, Hon. Chairman Board of Trustees said we have appointed one person specially for collection of dues from members.

Mr. Raju Vallecha (F-1764) lauded the effort and hard work of the Managing Committee and requested the members present to give a round of applause.

Mr. B.P. Mantri, Hon. Treasurer, Managing Committee thanked everyone for their contribution to gymkhana and concluded his presentation.

Mr. Shashi Pandey, Hon. President, Managing Committee informed that the construction of the circular building by M/s. Rupa Infotech & Infrastructure PVT. Ltd is progressing well and the structure is expected be ready by March 2019. Mr. Shashi Pandey, Hon. President, Managing Committee informed that within 3 to 4 months, the Life Membership charges will be around 2.5 lac. He also requested all members to request their friends to take membership at the current rates.

Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) read out the letter received from Mr. Stanley I. Gladstone (L-991). Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) informed that the Tennis Coach was changed not because of his complaint in the previous AGBM about the coach. He informed that the tenure of the coach was for 5 years. As the term was completed, the

tender for the coach was floated. We received three quotations. The most competitive quotation was accepted and the coach appointed.

To the query of no tournaments conducted in tennis for members, Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) answered that in January 2019 a tournament for members of neighbouring clubs will be conducted. Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) agreed with the suggestion that one court should be reserved for members. Regarding Mr. Gladstone Stanley (L-991) suggestion of bringing down the charges per hour, Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) replied that the Managing Committee will look into the financial aspect and decide accordingly.

10. Agenda No. 5.

Introduction & Installation of New Managing Committee 2018-2021 of Nerul Gymkhana.

Mr. Shashi Pandey, Hon. President, Managing Committee requested Mr. R.C. Bishnoi, Election Returning Officer (2018-2021) to share his views about the election for the Managing Committee for the term 2018-2021. Mr. R.C. Bishnoi, Election Returning Office informed that during the election, one of the candidate Mr. Shelaji Kesarkar (F-245) requested for the telephone number and address of members. The list of members was provided but not their address as it is confidential as per the rules and regulation of Nerul Gymkhana. He appreciated the efforts of the past committee and trustees to bring the Nerul Gymkhana to this level. He requested every member to consider Nerul Gymkhana as their own organization and the suggestion should be clear in intent. He stressed for more member's participation in events. He concluded with the following suggestion: -

- Better compliance of policies by members.
- Process and procedure to be automated to the maximum possible level.

He thanked the organization for reposing faith in him as election officer.

Mr. R.C. Bishnoi, Election Returning Office was felicitated for discharging the duties as election officer in a commendable way by presenting a memento by the Hon. Chairman and Hon. Secretary of Board of Trustees.

Mr. Himanshu Chawhan (F-997) suggested to have open air coffee shop near the office space rather than one at the current place close to the reception which is cramped. He also suggested that a bigger coffee shop will ensure higher revenue and better networking place to the members.

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Mr. Shashi Pandey, Hon. President, Managing Committee replied that the Managing Committee will look into the suggestion of Mr. Himanshu Chawhan (F-997)

Mr. Vishnu Joshi (F-1258) asked why on dry days, the restaurant is closed. Mr. Vinoo Raina, Hon. Chairman Board of Trustees replied that on dry days the patronage was less and hence not feasible, but with FL-4 licence the restaurant will function on dry days.

Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) thanked Board of Trustees, Managing Committee Members, Sub Committee Members, Staff and Service providers for their co-operation and support in making his term memorable.

Mr. Vinoo Raina, Hon Chairman Board of Trustees thanked the outgoing Managing Committee and placed on record his appreciation for their effort in making the Gymkhana a vibrant and happening place. Mr. Vinoo Raina, Hon Chairman Board of Trustees added that Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) has been nominated as a trustee.

Mr. Harsharan Singh, Hon. Gen. Secretary. Managing Committee (2015-2018) requested. Mr. Dhananjay Vanmali, Hon. Gen. Secretary, Managing Committee (2019-2021) to introduce his team to all members. The following team was Introduced & Installed as Managing Committee for the term 2018-2021

Sr. No.	Post	Name
1	Hon. President	Mr. Shashi Pandey
2	Hon. Vice-President	Mr. Vikas Shetty
3	Hon. General Secretary	Mr. Dhanajay Vanmalli
4	Hon. Jt. Secretary	Mr. Vinay Rao
5	Hon. Treasurer	Mr. Bhagwan Prasad Mantri
6	Member Elected	Mr. Sharad Kathuria
7	Member Elected	Mr. Rajeev Sood
8	Member Elected	Mr. Kiran David Stanley
9	Member Elected	Mr. Rammesh Gulabani
10	Co-opted Member	Mr. R.Srinivasamoorthy
11	Co-opted Member	Mr. Satish Shriram Kadu
12	Co-opted Member	Mrs. Kirti Nitin Mangudkar
13	Nominated from Trustees	Mr. Harsharan Singh Dharni
14	Nominated from Trustees	Mr. Anil Kumar Kartha

Mr. Vinoo Raina, Hon Chairman Board of Trustees informed that the Board of Trust has nominated Mr. Shashi Pandey to be the President of Managing Committee, Mr. Anil Kumar Kartha & Mr. Harsharan Singh Dharni are nominated as representatives in the Managing Committee from the Board of Trustees for the Term 2018-2021

11. Agenda No. 7

Update on phase II and membership drive.

Mr. Vinoo Raina, Hon Chairman Board of Trustees informed that it was with the help of Mr. Shashi Pandey, Hon. President, Managing Committee, we could go ahead with our building project. Mr. Vinoo Raina, Hon Chairman Board of Trustees informed the meeting that Nerul Gymkhana is having a liability of 14 Cr. In addition to this, funds are required for the interior decoration of the new circular building. He requested members to enroll at least one new member from their family and friends circles. Mr. Anil Kumar Kartha (F-46) invited members to take part in the marketing drive. Mr. Shashi Pandey, Hon. President, Managing Committee replied that we are planning for a full-fledged marketing drive. Mr. Rajiv Sood (F-1625) suggested to work on corporate membership as corporates are shifting their base to Navi Mumbai.

Mr. Laxman Suryavanshi (L-639) offered his services for Gymkhana.

Mr. Anil Kumar Kartha (F-46) suggested to take a relook at the internal design of the new building.

Mr. Rajesh Poojari, Hon. Advisor, Board of Trustees in his address, thanked the efforts of the past and present committee members. In making the Gymkhana as it is today. He also thanked the continued support of members. He praised the Managing Committee under Mr. Harsharan Singh, in using the entire Gymkhana for various activities. He suggested to allow members to use the facilities for one day without charges so as to attract the member's participation.

Mr. Ragib Shaikh (F-1592) appreciated the work done by Nerul Gymkhana and appreciated the New Committee members bio data

Mr. Kamlesh Thakkar (F-185) proposed the vote of thanks.

The meeting was concluded with the singing of the National Anthem.