



Regn. No. 73/2005-06

KendriyaVihar-II Apartment Owners' Association
Community Centre-1, KendriyaVihar-II, Plot No.3, Sector-82, Noida-201304, U.P.
(website: www.noidakv2.org ; E-mail: noidakv2@gmail.com ; Tel: 0120-2463700)

6th Meeting of Board of Management of KV-II AOA held on 25.03.2018

List of participants

- | | | |
|-----------------------|---|----------------|
| 1. Sh. R. C. Upadhyay | - | President |
| 2. Sh. A.K. Raina | - | Vice-President |
| 3. Sh. P. S. Bhandari | - | Secretary |
| 4. Sh. Ravinder Pal | - | Treasurer |
| 5. Sh. Anil Uniyal | - | Member |
| 6. Sh. Mahendra Singh | - | Member |
| 7. Sh. S. K. Nair | - | Member |



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No.6/Minutes/AOA/KV-II/2018

Dated 30.03.2018

Minutes of the 6th Meeting of Board of Management of KV-II AOA
held on 25-03-2018

Vide a notice dated 23.03.2018 all the members of BOM of KV-II AOA were invited for the 6th meeting of BOM on 25.03.2018 to discuss and deliberate on the Agenda items circulated with the notice.

Shri V.K. Rastogi, Member could not attend the meeting as he is out of country and Shri N.K. Kaushik and A.K. Bhatia Members could not attend the meeting due to preoccupation. List of Members who attended the meeting is attached.

At the outset, the President welcomed all the Members to the 6th meeting of the BOM and congratulated them for holding a productive interaction meeting with DSP Shri Shwetabh Pandey (CO City 3), Shri Mithilesh Upadhyay, SHO & others of UP Police. Thereafter he requested Secretary, AOA to the proceedings.

Discussions were held on the following agenda points and the decisions were taken by the BoM after detailed deliberations:

1. Confirmation of the Minutes of the 5th BOM Meeting held on 10.02.2018

The Minutes of the 5th BOM Meeting held on 10.02.2018 were confirmed by the BOM.

2. Vetting of expenditure for the months of December 2017 & January 2018

The provisional expenditure statement for the month of February 2018 was presented by the Treasurer for vetting by the EC members.

Regarding cable charges Shri S.K. Nair, Member raised the issue of non-payment of dues by Cable operator for operating cable services in KV-II. After discussion **it was decided by the BOM to call a meeting with all cable operators** at the earliest. Regarding the rent receipts Shri Nair also raised the issue of non-payment/late payment of rent by a couple of shopkeepers. After discussion BOM decided **to issue notices to the defaulters to clear the dues within a month**. In the event of non-compliance notice for vacation of the shops may be issued.

After detailed deliberations the expenditure for the month of February, 2018 was approved by the BOM.

3. Discontinuation of Services of M/s Sonika Aggarwal & Company and appointment of new CA

a. M/s Sonika Aggarwal & Company was appointed by the previous BOM as Statutory Auditor for KV-II AOA for the F.Y. 2015-16. Post facto approval of the same by General Body is still pending. After taking charge of KV-II AOA in September 2017 although no further letter of extension of appointment was given by the present BOM to it, keeping in mind the urgency of filing of ITR and TDS challans for the FY 2017-18 which was being handled by M/s Sonika Aggarwal & Company it continued assigning works to M/s Sonika Aggarwal & Company. Over the period of time it was found that the performance of M/s Sonika Aggarwal & Company was not up to the



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mark and despite repeated requests by the AOA they were not able to provide the details of ITRs, TDS Challan filed & statutory audit reports etc. Earlier in the meeting of 4th BOM held on 27.12.2017 a proposal was moved by Shri Ravinder Pal, Treasurer that an explanation may be sought from them urgently. He also proposed that alternate steps may be taken for appointment of a new CA. This proposal was approved by the BOM on 27.12.2017.

Treasurer submitted that till date despite repeated telephonic/written requests they have not provided any paper/information of submission of audit reports, filing of ITRs/TDS 2016-17 & 2017-18 etc. Since their services are not up to the mark it was proposed to discontinue the services of M/s Sonika Aggarwal & Company with immediate effect.

BOM approved the proposal for discontinuation of services of M/s Sonika Aggarwal & Company.

b. A proposal for appointment of a new CA was moved by the treasurer. For appointment of a CA, an offer from Shri Rajesh Jain, Chartered Accountant (M.No. 516810), 11/183, Geeta Colony, Delhi to provide his services to the KV-II AOA for the financial year 2017-18 onwards was received. Vide his offer he agreed to perform statutory auditor services including :

Filing of ITRs, TDS Challan online & ITRs (Monthly/Quarterly), reconciliation of receipt & payment accounts with bank, preparation of monthly accounts statement, audit report year-wise, Auditor Statutory report, balance sheet of financial year for presentation in AGBM, resolution of all the pending issues pertaining to ITRs, TDS, ledger-wise entry in Tally for each subscriber & service provider, receipt & payment account, deputation of staff to sort out any problem in Tally every month and any other financial work assigned by the BOM etc.

During the discussion Treasurer also submitted that for the accounts work of AOA Shri Ramanlal is appointed as a part time accountant by AOA and paying him Rs. 7321/- per month. With the appointment of a new CA these services of part time accountant, Shri Ramanlal will not be required as the work being carried out by him will be handled by CA & his team resulting in a saving of around Rs. 87000/- p.a. to AOA.

After detailed deliberations BOM approved the proposal to engage services of CA Rajesh Jain for a consolidated professional fee of Rs. 95000/- p.a. and desired that the same may be placed for ex-post-facto approval of next AGBM.

4. Approval of Expenditure for installation of additional CCTV cameras at strategic locations on Ring Road.

A proposal for installation of additional CCTV cameras at the strategic locations on the ring road of KV-II was moved by Shri A.K. Raina, Vice President and Security In-charge in the 5th meeting of BOM held on 10.02.2018. Proposal was approved by the BOM with the direction to submit a detailed financial proposal for its consideration at the earliest.

Shri A.K. Raia, Vice President submitted that the quotations for installation of 27 CCTV Cameras were invited. Only two quotations were received and opened by the Purchase Committee on 11.03.2018. As per the recommendations of the Purchase Committee the proposal/rates quoted were negotiated with the respective firms. The rates quoted by M/s Sri Krishna Communication were found to be the lower of the two. For installation of 27 cameras expenditure involved is as under :



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- i) Cost of twenty IP 2MP 30mtr CP Plus Bullet Cameras with central monitoring around the ring - Rs. 2,48,862/- (including GST).
 - ii) Seven 2.4MP HD 30mtr CP Plus Bullet Cameras along with DVR to be installed at two golchakkars (round about) along the inner road at the cost of Rs. 42,421/- (including GST)
- Total amount Rs. 2,48,862 + Rs. 42,421 = 2,91,283/-**

The agency will provide product warranty for two years from the date of delivery and installation including warranty for the system. The above amount may further be reduced by 5-7 % depending on the actual requirement. It was proposed that the same may be approved.

BOM approved the proposal.

5. Notices received from EPF Sub Regional Office, NODIA for non-payment of PF/ESI contribution

On the suggestion of Statutory Auditor it was decided in its 24th meeting of Executive Committee of KV-II AOA held on 18-08-2014 to get the registration done for the EPF/ESI benefit of the staff working with the AOA as per the Employees Provident Funds and Miscellaneous Provisions Act 1952. He advised that the said act applies to the AOA and suggested to provide liability provisions in respect of PF/ESI for the F.Y. 2013-14 and subsequent years. Accordingly PF/ESI/Gratuity compliance started in respect of the salary to the AOA staff w.e.f. the month of August 2014. PF/ESI/Gratuity liability for the F.Y. 2013-14 got computed and provided to the CA for its provisioning in the Balance Sheet for the year 2013-14 (Minutes of the 25th Meeting of Executive Committee of KV-II AOA held on 07-09-2014).

PF account was opened in 2014 and deductions were made but the same were not deposited in the account since then amounting to a huge liability on the AOA on account of this. In this regard, regular notices are being received from Regional PF Commissioner, NOIDA office to settle the same. President and other members of BOM are constantly in touch with the PF Commissioner's office. Efforts are being made to get the matter settled at the earliest. In this regard it was proposed by some BOM Members to hire the services of Shri Saurabh Kumar, Advocate, SS Associates & Co. Noida who has expertise in handling such cases to assist AOA for early settlement of this matter.

BOM approved the proposal.

6. Approval for repair of electric panels in pump rooms near CC-I and CC-II

A proposal was submitted by Shri A.K.Bhatia, In-charge Electric that the electric panels in these two pump rooms are very old and in a bad condition and they need to be repaired urgently. He further submitted that quotations were invited and three firms submitted rates for the maintenance work. Out of three the lowest rates quoted was Rs. 1,77,473/-. Since Shri Bhatia could not attend the meeting this issue could not be discussed at length. As the rates quoted were very high Shri Mahendra Singh, Member and In-charge Water and Civil Works proposed that since the rates quoted are very high instead of assigning work to any firm the material required can be acquired from the market directly and the services of electricians on the roll of AOA may be used to get the repair work done.

BOM approved the proposal and directed Shri Mahendra Singh, Member, Water & Civil Works to work out repair details in consultation with In-charge Electric and submit the same for approval of BOM.



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7. Appointment/Termination of staff

a) It was submitted by Treasurer that services of Shri Ramanlal, who is working as a part time accounts clerk on a monthly payment of Rs. 7321/- is no more required with the appointment of new CA. Since the work assigned to him will be carried out by the new CA and his team he proposed that Shri Ramanlal's services may be dispensed with w.e.f. 31.03.2018(AN).

BOM approved the proposal.

b) Shri A.K. Raina, Vice President, AOA proposed that since the performance of Shri Khilender Sharma, Manager who was appointed by earlier EC/BOM in 2015 is very poor and not up to the mark resulting in coordination and various other issues. Despite several reminders to him by many BOM members time and again there is no remarkable improvement in his performance. Shri Raina proposed that his services may be dispensed with w.e.f. 31.03.2018(AN).

BOM approved the proposal.

c) Appointment of a Manager/Caretaker

With the termination of services of current Manager, BOM members proposed that a Manager-cum-Caretaker may be appointed in his place. He will be responsible for looking after the various day-to-day job/works of KV-II relating to security, maintenance, upkeep of property. His duties will also include making sure that the area under his care is productive and free from damage, documentation of various occurrences that may transpire including power outages, water shortages and sewerage issues etc. and also any other duties assigned by the AOA from time to time. It was proposed to appoint a Manager-cum-Caretaker after calling for application through an open advertisement followed by an interview at a monthly consolidated salary of Rs. 20,000/- (negotiable).

BOM approved the proposal.

8. Any other item(s)

With the permission of the Chair following items were discussed and decisions were taken :

(i) Installation of split AC in KV-II AOA office/meeting room

It was submitted by the BOM Members that KV-II AOA office/meeting room has been shifted in the outer room of the first floor of CC-I and there is no AC. It will be very difficult to work/take meetings there during the summer months. Members proposed that a 1.5 ton split AC may be installed in this room at the earliest.

BOM approved the proposal.

ii) Notices to Pet Dog Owners

It was pointed out by some BOM Members that there are many residents in KV-II who are keeping pet dogs in their houses. Animal Welfare Board of India have issued guidelines for pet dog owners. As per guidelines pet dogs have to be on leash accompanied by the owner; they should not cause any nuisance in the vicinity; owners have to follow sanitary bye-laws/regulation & dogs need to be toilet trained etc.



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Members pointed out that despite above guidelines pet owners in KV-II are not adhering to above guidelines. Complaints of owners letting their pet dogs defecate and urinate in the open/common areas are also being received regularly. Members moved a proposal that a list of all pet dog owners in KV-II may be made and cautionary notices be issued to all pet dog owners for strictly following the above guidelines. It was also proposed to impose a fine of Rs. 500/- on pet dog owners who fail to comply with the above guidelines.

BOM approved the proposal.

iii) Apartment Transfer Charges

Shri R.S. Rawat by an email dated 20th February 2018 written to CM, UP and copy to KV-II AOA requested to implement the UP Government's bye laws notification no. 3977/8-1-11-115D.A./-1 dated 16th November 2011 in KendriyaVihar- II, CGEWHO Society, Sector-82, Noida. He stated that in the said notification it is provided that "the transferor of an apartment owner shall pay ½ percent (0.5%) of the transfer value to the association for transferring the apartment". Inadvertently, the AOA KendriyaVihar-II is charging inappropriately @ 2% of transfer value forcefully which is huge amount of burden on new flat owners.

Earlier also Shri Rawat vide his emails and telephonic conversations with Secretary, AOA and President, requested to implement the above notification of UP Government and fix the transfer charges @0.5%. This issue was discussed earlier in the 3rd BOM meeting held on 18.11.2017 and the matter was referred to Subscription Committee, who is looking after the revision of monthly subscription rates for their consideration.

On receipt of email dated 20.02.2018 BOM held a discussion with Subscription Committee. Shri A.D. Thomas, Member Subscription Committee submitted that the issue of fixing of transfer charges was discussed and deliberated by the Bye-Laws Committee of KV-II AOA in the light of the provisions of UP Apartment Act, Model by-laws, and existing by laws of the KV-II AOA in its meetings held on 11th and 14th May 2014. Bye-laws Committee recommended that "As per UP Apartment Act 2010 (Clause-7) transfer fee is to be in the range of 1-2%, while in the Model Bye-laws (Ref. Section-39), there is provision of transfer fee of ½ % of the transfer value. This needs to be reviewed in the light of the provision under the Act". On the recommendation of Bye-laws Committee, the General Body in its 8th meeting held on 14.09.2014 adopted the bye-laws with the amendment that transfer charges be fixed at 1-2 per cent. The new Bye-laws of KV-II AOA under the UP Apartments Owner's Act, 2010 was registered on 29.09.2014 with the approval of General Body. In the newly registered Bye-laws (Clause 39) it was provided that the Transfer of an apartment owner shall pay 2 per cent of the transfer value.

Since the transfer charges were approved and adopted by the General Body in its 8th meeting held on 14.09.2014. and provided in the Bye-laws of KV-II AOA, it was decided by the BOM to place the matter of fixing the transfer charges as per Model Bye-laws before the General Body for consideration in the next (9th) General Body meeting.

iv) Provision of door closures on all side gates



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To prevent the entry of stray dogs in the Society, it was proposed that door closures be may fixed on all the side gates of the three main gates of the Society.

BOM approved the proposal.

v) Ex-post facto approval for emergent expenditures incurred during the month of February 20

Treasurer submitted that following emergency/ expenditures were incurred during the month of February 2018 and requested for ex-post-facto approval for the same:

| | | |
|--|---|----------------------|
| (a) Civil works | - | Rs. 1,25,031/- |
| (b) Plumbing works | - | Rs. 22,000/- |
| (c) Republic Day Celebration | - | Rs. <u>40,410</u> /- |
| (d) Purchase of printer & Office expense | - | Rs. 16,445/- |
| (e) Purchase of electrical items | - | Rs. 32,429/- |
| (f) Purchase of CCTV parts/equipment | - | Rs. 32,980/- |

BOM approved the expenditure.

vi) Painting of 27 electric panel boxes

Since the electric panel boxes located inside the Society are rusty and in a very shabby condition a proposal was moved to get the same painted.

BOM approved the proposal.

vii) Sanction of conveyance reimbursement

Shri Suresh Sharma, who has been assigned the work of internal Audit of BOM accounts for the year 2016-17 and 2017-18 has submitted that since he is residing in Sector 137 and due to a mild paralytic attack and ill health he is not in a position to come to KV-II by using a cycle to conduct assigned duty. As he will do the work in 25 sittingshe may be sanctioned Rs. 1000/- conveyance reimbursement (e-rikshow charges @ Rs. 40/- per visit).

BOM approved the proposal.

Thereafter, meeting ended with a vote of thanks to the Chair.

P.S. Bhandari
30/03

(P.S. Bhandari)
Secretary

Copy to : 1. All BOM Members
2. All notice Boards/AOA Website