



No. BOM/13th Meeting/ AOA/2018-19

Date: 10.01.2019

Minutes of the 13th Meeting of Board of Management of KV-II AOA held on 10.01.2019

All the members of BOM of KV-II AOA were invited vide notice dated 07.01.2019, for the 13th meeting of BOM to discuss and deliberate on the Agenda items circulated with the notice. A list of members who attended the meeting is attached.

At the outset, the President welcomed the Members to the 13th meeting of the BOM and requested Secretary, AOA to take up the agenda items.

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

1. **Approval of the minutes of 12th meeting held on 16.12.2018 & Review of action taken on previous decisions of BOM:**

The Minutes of the 12th BOM Meeting held on 16.12.2018, was confirmed by BOM. The Members In-charge explained the status in respect of the action taken on the decisions related to their departments in the previous BOM meeting. The following position was intimated and decisions taken:

- i) Member In Charge informed that length and portions of internal roads and ring road in the campus are being looked into and measured. On the basis of the assessment so made, construction agencies who are willing to undertake this work will be contacted and a final decision with regard to award and commencement of work will be taken. It is proposed to constitute a Task force from amongst the members of the Association having experience in the relevant field to assist at the various stages of this work including award of contract and actual execution. BOM approved the noted course of action.
- ii) Earthing of 20 OTIS Lifts. – It was informed that as decided in the last BOM meeting, a survey of lifts which essentially require earthing by a team of OTIS and AOA staff is yet to be carried out. Final decision on awarding the work to the agency who have quoted their rates for this work will be taken up thereafter.
- iii) Appointment of Accountant - It was informed that three candidates whose names were forwarded by a Manpower Agency, Sakriya Security & Facility Services, Vaishali Ghaziabad were interviewed by the Board today. Accountancy skills on Tally software of each candidate was also adjudged by giving practical exercises. On the basis of qualification, interview and skill assessment one candidate has been short listed for the post. Further action regarding terms and conditions of his appointment, salary etc. is being taken and a proposal in this regard will be submitted for approval of BOM. Shortly.
- iv) As regards deduction of employer and employee contribution towards EPF of existing staff (20) of the office of KV-II, AOA it was informed that necessary action for restructuring of pay in respect of the staff as per the procedure adopted by the office of PF Commissioner and in accordance with the minimum monthly wages notified by the UP Govt. vide their notification dated 14.09.2018 for the period 01.10.2018 to 31.03.2019 for skilled, semi skilled and unskilled category of workers has been taken for the month of December 2018 and onwards. The salary for the month of December, 2018 has been paid to the staff after making deductions of employer and employee contribution towards EPF and ESI. Further action for getting Unique Account Number



Regn No 73/2005-06

Community Centre-1, Kendriya Vihar-II, Plot No.3, Sector-82, Noida-201304, U.P.

Kendriya Vihar-II Apartment Owners' Association

(Website: www.noidakv2.org ; E-mail: noidakv2@gmail.com ; Tel: 0120-4984693)

for PF in respect of some of the staff and ESI registration for the entire staff is being pursued and will be completed shortly.

- v) Status of Show Cause Notice on Service Tax dated 23.10.2018- It was informed that a letter has been received from Service Tax Department for submission of reply to the Show Cause Notice Dated 23.10.2018 by 23.01.2019. This has been brought to the knowledge of the office of Shri A. K. Batra, Advocate who is defending this matter. They are in the process of finalising the reply to the SCN.. We have provided the documents asked for by them and we have also requested for a meeting in this regard.
- vi) Proposal of ThyssenKrupp Elevators (TKE) for repair of lift of Block No. 101 for bringing it under AMC of ThyssenKrupp lifts in the campus-It was informed by the Member In Charge that after negotiation with the representative of the Agency the work for replacement of the existing non-TKE main control panel (which was installed by some local vendor) by latest microprocessor based TKE make controller will be carried out at the cost of Rs. 325000/- (ex.GST). Advance payment of 60% is to be made to the agency. This work will not include installation of Automatic Rescue Device (ARD) as proposed in the original proposal. Decision on the installation of ARD in every lift as suggested by the Agency will be taken by BOM separately after consulting the other agency maintaining OTIS lifts in the campus. BOM approved the proposal.
- vii) Member In charge informed that work of repair /renovation of Guard Room at Gate No.3, KV-II has been completed at the cost approved by the BOM.
- viii) The Member In charge informed that work to revive fountain at Gate No. 2 by inserting a new submersible pump is being taken up and is likely to be completed within this week.
- ix) Member In charge informed that work to repair leakage of pipe, replacement of valve of water pump at CC-2 has been completed. The actual expenditure on the work will be submitted for approval after receipt of bills by the agencies involved.
- x) Installation of Tuloo pump in park of Pocket 3- Member In charge informed that procurement of motor pump and other related material for this work is in process. The estimated cost of the entire work including cost of motor pump and other accessories, boring , labour etc. will be around Rs. 44200/- (ex.GST) The work will be completed before 26th of this month.
- xi) Member In charge informed that Grit work on outer walls of 06 out of 10 Blocks has been completed. The work in respect of remaining blocks is in progress. After the work is completed a list of Blocks covered under this work will be placed on record.
- xii) Member in Charge informed that the work for fixing of broken panes in Fire Extinguisher Chambers as decided in the previous BOM meeting is being undertaken first in those Blocks from which complaints have been received from the residents. The rates for the work and material to be used are being finalised from the contractor dealing with the work.
- xiii) Opening of AOA account in HDFC bank Sector 110 Market- Treasurer informed that necessary formalities for opening of account have been completed and documents asked for by the Bank have been submitted to them.
- xiv) Opening of Indoor GYM -It was suggested by the Members that proposal received from a private agency for opening of an indoor Gym in the campus will require letting out a considerable space on the roof of either CC-I or CC-II and an agreement will



have to be executed with the agency. It was proposed that a detailed project report for setting up of the indoor Gym may be obtained from the agency and as already decided in the previous BOM meeting, views of the residents may be obtained by displaying the salient features of the proposal on the notice boards of the AOA.

2. **Approval of monthly Income and expenditure statements for the months of September–November -2018.**

It was informed by the Treasurer that the monthly Income & Expenditure and Receipts & Payment statements for the month of September-November, 2018 have been submitted by the CA. The R&P statements appear to have some discrepancy with regard to closing cash in hand and the same is required to be corrected. Income & Expenditure statements are in order. CA has been informed accordingly. It was decided that correct R&P statements may be obtained from CA and displayed on the notice boards for information of the residents.

3. **Republic Day 2019 Celebrations –**

It was informed that programme for holding the Republic Day celebrations along with the list of committees formed for holding the events have been circulated on 7.01.2019. A meeting with members is also being convened to discuss the programme. It was further informed that total expenditure to the extent of **Rs.120410/-** was incurred on Republic Day celebrations during 2018. It was proposed that taking into account the increase in cost and GST to be paid now, a budget of **Rs. 1.50 lakh** may be kept for republic day celebrations for this year. BOM approved the proposal.

4. **Consideration of extension of security contract which is upto 31.01.2019-**

Member In charge proposed that the extended period of the present security contract which is coming to an end on 31.01.2019, may be extended on the same terms and conditions for a period of three months upto 30.04.2019. BOM approved the proposal.

5. **Any other matter with the permission of Chair.**


- (i) Member In Charge Informed that in order to make CCTV cameras installed in Block 98 and 113 fully operational, an IP based CCTV System consisting of 04 Channel DVR, Hard Disk for recording DVR Rack , UPS etc. is required to be installed. The matter has been discussed with M/s Revive Corporation who are holding the maintenance contract for CCTVs in the complex and after negotiation they have agreed to undertake the work at the cost of Rs.35000/- (ex.GST) They have further asked for an advance of 60%. BOM approved the proposal.
- (ii) Fencing of Park adjacent to Kendriya Bhandar at CC-I.- It was informed by the Member In charge that requests have been received from residents to provide proper fencing of this park to prevent its misuse as a thoroughfare by service providers and even residents. It was proposed that the park may be covered by L-shaped fencing of wire mesh. BOM approved the proposal and requested Member In charge to submit a proposal with estimate for consideration and approval.
- (iii) Member In charge informed that maintenance staff (S/shri Rattan, Santosh Kandi, Vijay and Pradeep, Plumbers) were deployed beyond their normal hours of duties to repair leakage of pipe, replacement of valve of water pump at CC-2. This was a major work which was taken in emergency and has been carried out satisfactorily with minimum inconvenience to the residents of the complex. It was proposed that to compensate for the service rendered by the above named staff, an honorarium of Rs.



1000/- may be given to each of these 04 staff. After deliberations, BOM approved the proposal.

- (iv) Member In charge informed that office timings have been changed with effect from 1.01.2019. Revised office timings are to be adhered to by the staff. To ensure punctuality it was proposed that a biometric machine may be procured and installed in the office at ground floor. BOM approved the proposal in principle and decided that all codal formalities including selection of machine and agency for this work may be completed and submitted for approval in the next meeting.
- (v) Member In charge informed that work for repairing of 275KVA DG set (Greaves make) at SS-5 is required to be done. This is a major work and is not covered under the AMC. The M/s Power Tech Engineering Services who are maintaining these DG sets have submitted an estimate of Rs.114100 (ex.GST). The matter has been further discussed with the agency and they will be submitting a cost-wise breakup of the work involved.

The Meeting ended with a vote of thanks.


(Anil Uniyal)
Secretary

- Copy to: 1. All BoM Members
2. All Notice Boards/AOA Website