



Regn. No. 73/2005-06

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

No. BOM/10th Meeting/ AOA/2018-19

Dated: 3.09.2018

Minutes of the 10th Meeting of Board of Management of KV-II AOA held on 2.09.2018

All the members of BOM of KV-II AOA were invited vide notice dated 29.08.2018 for the 10th meeting of BOM to discuss and deliberate on the Agenda items circulated with the notice. Shri. N.K.Kaushik, Member who was reported hospitalised by his son could not attend the meeting. S/Shri P.S.Bhandari and Mahendra Singh, Members also did not attend the meeting. A list of members who attended the meeting is attached.

At the outset, the President welcomed all the Members to the 10th 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 9th meeting held on 8.07.2018 & Review of action taken on previous decisions of BOM :**

The Minutes of the 9th BOM Meeting held on 08.07.2018, was confirmed by BOM. It was informed by the Treasurer that the monthly income & expenditure (Receipts and Payment) statements for the months of April-June 2018 has been prepared and submitted by the CA but the same for the month of March 2018, duly reconciled will be submitted by him in a day or two after reconciling the accounts with the balance sheet for F.Y.2017-18.

The Members In-charge explained the position 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) It was informed that after considering the quotations received, the work of construction of shades on three Generators at SS-5, 7 and 9 has been given to M/s N. K. Fabrication, Vasundhra, Ghaziabad at the total estimated cost of Rs. 90,000/- (including GST) with necessary material (including enamel painting etc.) and labour charges. The work is in progress.

(ii) The work regarding Painting/ Repairing of 27 Electrical Panel boxes in KV-II Complex has been completed.

(iii) Member In charge informed that in respect of AMC for DG sets- quotations were received from three agencies and on the basis of rates quoted, the AMC for three DG Sets at SS-7, SS-9 and SS-5 has been given to M/s Power Tech Engineering Services, Main Road, Khichripur, Delhi at the annual cost of Rs. 40000/- (excluding GST) as applicable for a period of one year with effect from 10.08.2018 to 9.08.2019. A contract agreement has also been executed with the agency. As per the terms of contract advance payment of 50% of contract value is to be made to the agency on half yearly basis and first payment has been made.

(iv) In respect of fresh allotment of Shop No. 2 at CC-II it was informed that the quotations for auction of the shop on monthly rent basis were invited from prospective bidders in the complex vide Notice dated 12.06.2018, 03.07.2018 and 23.07.2018 extending the date of receipt of completed applications and date of auction from time to time and upto 31.07.2018 and 5.08.2018, respectively. However, no application was received. The matter was considered and it was decided that the tenant, Smt. Kusum Kumar w/o Shri Surinder Kumar resident of Flat No. B-161, Pocket VI, KV-II may be requested to vacate the shop.

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The tenant was informed vide letter dated 04.08.2018, accordingly. However, on consideration of the request of the tenant dated 6.8.2018, and after having one to one discussion by the BOM with him and subsequent deliberations amongst the BOM members on the issue, it has been decided with the approval of BOM to renew the rent agreement with the tenant for Shop No.2 CC-II for a further period of three years with effect from 1.8.2018 to 31.7.2021 on a fixed rental. The rent per month has been fixed at Rs.21,000/- which will remain unchanged till 31.7.2021. The other terms and conditions like payment of maintenance charges, electricity charges etc., will remain the same as per the fresh rent agreement which has been signed between the two parties.

(v) Repair of all Fire Fighting water pumps and motors.- It was informed by the Member In charge that a comprehensive proposal for the work has not yet been prepared. However, on a trial basis, one motor has been got repaired at the cost of about Rs. 9000/- and the same is yet to be installed and tested for operation.

(vi) Payment of EPF liability of Rs.798446/- It was informed by the President that EPF contributions in respect of existing 23 staff of the society whose details were entered by the EPF office have been deposited in the individual accounts. Necessary details and password for accessing the individual PF accounts will be submitted by them shortly.

(vii) It was informed that the work for installing of a sliding gates at entry of Gate No.1 was completed and is fully operational. The work for installing similar sliding gates at both entry and exit points at Gate No.2 has also been completed. The work for installing sliding gates at exit of Gate No.1 is in progress.

(viii) Member in charge informed that the work for repair/replacement of damaged floorings in the lifts of the complex is in progress. So far floorings of 45 number of lifts have been replaced and about two rolls of floor covers have been utilised. It was further informed by the Member In charge that he will submit the cost details of this work shortly. However, the cost of one lift flooring with labour charges and taxes as applicable, will not be more than Rs.500/-

(ix) Improvement of Power Factor and consideration of AMC thereof.

Member In charge informed that to achieve overall reduction in power consumption by making improvement in power factor the work of rearrangement of capacitor and replacement /repair of certain items in 3 Nos. connection (SS-2, 5 and 9) having load of 419KVA, 334KVA and 145KVA respectively, through M/s Dav Karan electrical agency has been carried out at the total cost of Rs. 37140/- (ex. GST) which includes the cost of material and labour. The power factor has now shown improvement. It was also informed that to constantly monitor and maintain the power factor at or above 0.95, the AMC for power factor maintenance is necessary. M/s Dav Karan has submitted a proposal for maintenance at the negotiated rate of Rs. 1000/- per station per month which will come to a total of Rs. 3000/ per month for the above three substations. After discussion it was decided that AMC at the rates of Rs. 1000/- per station per month may be approved **subject to the condition** that power factor level of 0.95 is maintained for that sub-station every month.

BOM approved the proposal.

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2. Approval of monthly Income and expenditure statements for the months of March -June, 2018

It was informed by the Treasurer that the monthly Income & Expenditure (Receipts and Payment) statement for the months of April-June 2018 has been prepared and submitted by the CA but the same for the month of March 2018, duly reconciled will be submitted by him in a day or two after reconciling the accounts alongwith the balance sheet for F.Y.2017-18.

BOM approved the income and expenditure statements for the months of April-June 2018 and decided to display the same on the notice boards for information of the residents.

3.Review of work pending with CA-

A series of meetings with CA were held by the President last week when Treasurer and other Members were also present. CA was informed about the urgency of submitting the reconciled and audited balance sheet for (2017-18) and monthly Income Expenditure Statements (2018-19) to enable us to hold the meeting of the AGM this month before the expiry of the term of the present BOM. CA has assured to submit all the necessary information by this week.

4. Fixing meeting of AGM and distribution of work amongst members for holding AGM

After detailed discussions it was decided that the date for AGM may be fixed for **23.09.2018(Sunday)** and necessary preparation for the meeting should be taken up immediately. It was also decided that a committee for preparation of holding of AGM consisting of Board Members and some experienced and interested resident members of the society may be also constituted. BOM approved the proposal.

5. Registration under GST and consideration of reply of AOA to the notice received from Service Tax Department.- It was informed that Notices have been received from Service Tax Department asking for information on accounts and financial statements etc. in respect of KV-II AOA for the year 2013-14 onwards. CA who has been authorised by BOM to appear and present the case on behalf of the AOA has visited the concerned office and discussed the case with them. CA has advised us to compile the requisite information for submitting to the service tax office and also get the KV-II AOA registered under GST immediately as income accrued by the society for goods and services is liable to be covered under GST. Accordingly, necessary action for registration of KV-II AOA under GST has been initiated by submitting the requisite documents. GST registration number is likely to be received within this week.

6.Review of progress of work relating to installation of CCTV cameras and inter-com connections and installation of Number Plate Reader CCTV cameras at Main Gates.-

It was informed that report on the work done on both these item of work, viz., CCTV and inter-com connections, has not been submitted by the Agency, M/s Krishna Communications and they are also not responding to our telephonic calls. It was decided that no further payment in this regard may be made to the agency and contract agreement with them may be revisited for deciding future course of action against the agency.

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In regard to installation of Number Plate Reader CCTV cameras at main Gates, it was proposed that on an experimental basis only one CCTV camera with appropriate specification may be installed at the main Gate 1, its performance watched and based on its utility, installation of other similar cameras may be considered for installation. BOM approved the proposal.

7. Consideration of report of AnG on functioning of CCTV cameras installed by them and their offer for bringing them under AMC

Member In charge informed that a survey was conducted by M/s AnG to check the functioning of all CCTV cameras installed by them in the campus two years back. They have submitted their report according to which 6 DVRs and 04 CCTV cameras and some accessories which were found to be damaged/defective are required to be replaced. The agency has intimated the cost for the work as Rs.70,800 (ex.Taxes).Cabling/conducting charges @Rs.80/- per meter is extra..Also the agency has requested for 90 % advance payment along with work order. It is informed that after negotiation the cost of the work has been brought from as Rs.70,800 (ex.Taxes) to Rs. 68050/-(ex.Taxes) with other conditions remaining the same. After detailed discussion, it was decided that the work order may given to agency at the negotiated rates and advance of 50% may be released. As regard the issue of bringing all the CCTV cameras under AMC, it was informed that the M/s AnG have given two proposals. One proposal is for providing AMC for a period of one year at the cost of Rs. 265234/-(including GST @18%). This will be a preventive maintenance based on the complaints made and spares or civil work if any required, will be charged extra. The second proposal is regarding maintenance of installations by deploying a dedicated technical staff who will be present in the office from 10.00 AM to 6.00 PM on all working days . He will submit weekly report to AOA. The total yearly charge to be given to the manpower providing agency will be Rs. 169920/- (including GST @ 18%) . Expenses on any new part during the period of contract will be charged extra. Further, the agency has asked for 100% advance along with signed contract. The member in charge informed that on the issue of 100% advance, the agency has refused to negotiate.

After deliberations, it was decided by the BOM that second proposal is not acceptable. But as AMC for CCTV cameras is essential to ensure proper security inside the campus , it was proposed that M/s AnG may be called for a further meeting to reconsider their rates and terms and conditions for AMC. BOM approved the proposal.

8. Consideration of proposal for extension of AMC of ThyssenKrupp Lifts for another year w.e.f.1.11.2018.

The proposal received from ThyssenKrupp for extension of their AMC for 29 lifts in the campus for another year w.e.f.1.11.2018 was considered . It was noted that the agency is increasing its rates by 10%. It was decided that the matter may be discussed with the representatives of the agency before taking decision on extension of AMC for another year. BOM approved the proposal.

9.. Construction of new concrete plinths for street light poles in the Campus-

Member In Charge informed that plinths of about 83 street light poles in the campus have been totally damaged . To prevent falling of light poles new concrete plinths are required to be constructed around the base of poles. BOM approved the proposal.

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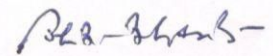


10. Follow up action on the report of IAC-

It was informed that a note has been prepared on the action taken on the observations of IAC vide their Memos No.1-11. It is also proposed to issue necessary instructions to staff concerned for information and compliance. BOM decided that the draft action taken report and draft instructions may be circulated to all members for consideration and comments.

11. Any other item with the permission of Chair.

- (i) Rodent Control –Member in charge informed that to check the growth of rats and mice in the complex a rodent control exercise has been undertaken in the complex by engaging M/s Indian Pest Control Company, a licensed Pest control Service provider. The work will be carried out four times in a month at all the infested areas /points at the cost of Rs. 15000/- (plus GST@18% as applicable). The agency has been paid 50% advance. The first round of exercise has already been done. The remaining 50% will be released after satisfactory completion of work. BOM approved the proposal.
- (ii) Posting of Accountant in KV-II AOA office- It was informed that we have so far not been able to find a suitable staff with experience in Tally, to work as Accountant in spite of several candidates being interviewed for the purpose. It was suggested that emoluments for the post may be kept at a higher level of say around Rs. 18000/- p.m with some flexible office timings and fresh efforts may be made for recruitment of an Accountant, if necessary, in consultation with the present CA immediately BOM approved the proposal.
- (iii) The issue of already constructed Ramps in several blocks of the campus under the supervision of Member In Charge (Civil Works) without the approval of BOM, alongwith his representation and letter of Member in Charge (House keeping) seeking information on this issue was taken into consideration. After detailed deliberations it was decided that a copy of the letter of Member in Charge (House keeping) may be forwarded to Member In Charge (Civil Works) and a point wise clarification in writing, may be obtained from him.
- (iv) It was proposed by Member In Charge that since the process of GST registration of KV-II AOA has been initiated and a GST no. is likely to be received by the end of this week, an Advisory indicating the goods and services provided by the society that will come under GST may be issued for information and benefit of the residents and the same prominently displayed on all notice boards. BOM approved the proposal.


(Anil Uniyal)
Secretary

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



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No. BOM/10th Meeting/ AOA/2018-19

Minutes of the 10th Meeting of Board of Management of KV-II
AOA held on 2nd September, 2018

List of participants

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

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