



## **Meeting of 6<sup>th</sup> Chapter Working Committee of Delhi Chapter of ISHRAE held on Friday 16-09-11 at 6.00 P.M. at K-43, Kailash Colony, New Delhi-110048.**

**Members Present:** - Mr. Ashwini Mehra, Mr. Sunil Kher, Mr. Sanjay Gupta, Mr. Jagdeep Singh, Mr. V.K. Seth, Mr. Rajesh Nagari, Mr. Pradeep Dua, and Mr. Ankit Dua

**Absentees:-** Mr. Udayan Chaudhari, Mr. Ashish Bahri, Mr. Mukesh Puri Ms. Yesha Chaudhury, Mr. Shami Bhardwaj, Mr. Parvinder Singh (Mr. Amit Goel has already Intimated in advance his inability to attend the meeting)

The meeting was presided by the President Mr. Ashwini Mehra. He welcomed the CWC and other invited staff members. The meeting started at 6:00 P.M.

**Review of previous M.O.M.:-** The minutes of previous meeting held on 24-08-2011 circulated earlier and presented in the meeting were adopted unanimously.

### **Targets & Planning of Chapter Activities (By Respective Chairs):-**

- **Membership Status:** - The update data regarding Membership have been apprised to all the members and the new registrations approved as on date has been raised 91. It has been advised to all the Committee Members to make efforts to raise it to 108 by the next meeting.
- **Student Chapter activities :-** Mr. Ashish Bahri was not present however Mr. V. K Seth have informed that some program and activities are being performed during this month.
- **K-12 Activities:** - Ms. Yesha Chaudhury was not present. As such it is deferred for the next meeting.

**Review brief report and discussion on National BOG:** - It has been pointed out /apprised to all the members that number of membership is to be upgraded and as well as large number of activities and program be organized in each chapter. The scheduled fee for VENTCONF-2011 is also to be raised.

**VENTCONF 2011:-** All the members have been apprised with the detailed programme of the VentConf event which is scheduled to be held on 4<sup>th</sup> Nov. 2011 at Manakshaw Centre, Subroto Park, Dhaulta Kuan, New Delhi. All are advised for the best co-Operation and contribute their full support for its success.

### **Account & Budget (2011-2012) :-**

- **Review of Accounts:-**The account statement of income & expenditure has been examined which will be discussed in detail by Mr. Jagdeep Singh on 27-09-2011 in DCI office.



- **Auditing & accounts:** - Mr. Dinesh Sharma (Accountant) has explained in detail and pointed out that audit work in progress, but the accounts detailed report of Dehradun Chapter is still awaited. Some suggestions for realizing outstanding advance / Loan to Dehradun Chapter and get it finalized before 27-09-11.
- **Appointment of Internal Auditor:** - Mr. Jagdeep Singh has given his consent to discuss and finalize with C.A at Laxmi Nagar office on 27-09-11 forenoon.
- **Consolidation of Sub-chapter A/C:-** Mr. Dinesh Sharma (Accountant) has pointed out that the Accounts of the Sub-Chapter are to be consolidated Dehradun, the details of accounts is still awaited from Dehradun Sub- Chapter. Mr. Dinesh Sharma along with Mr. Jagdeep Singh is directed to make personal visit at Dehradun to examine the accounts and clear the outstanding advance / loan amount.
- **Sharing Patron of office expenditure:** - It is decided that the expenditure incurred in the laxmi Nagar office is to be share with H.Q and DCI in the ratio of 50%: 50% instead of 75%: 25%. Approved letter may be sent to the treasurer of HQ.

**ACRECONF India 2012:-** It has been apprised to all the members that scheduled date for ACRECONF has been fixed for 12 & 13 January 2012 and Venue is INDIA HABITAT CENTRE LODHI ROAD New Delhi. T

**Formation of Nomination Committee:-**Deffert to next meeting

**Progress report on Renovation of Laxmi Nagar office:** - In the absence of Mr. Mukesh Puri matter cannot be resolved. But the secretariat is advised to request to M/s. Rapid Creation for an early completion.

**The meeting ended with a vote of thanks.**