



**Meeting of 3<sup>rd</sup> Chapter Working Committee of Delhi Chapter of ISHRAE  
held on Thursday 23.06.10 at 6:00 P.M. at K-43, Kailash Colony, New Delhi-  
110048.**

**Members Present:-**

Mukesh Puri (MP); Sachin Maheshwari (SM); Ashwini Mehra (AM); Yesha Choudhury (YS); Sunil Kher (SKher); Rajesh Nagari; Vineet Shukla; Shami Bhardwaj; Sanjay Gupta (SG); Ashwani Jain (AJ); Jagdeep Singh; V K Seth

**Absentees:-**

Udayan Chaudhari (UC); Harpreet Singh (HS); Ashish Arora; B P S Chadha; Ankit Dua (AD); Arun Sharma; Sushil Kumar; Rajiv Saxena; Himanshu Agarwal; Deepak Malhotra; P K Garg; Gajender Sharma; Nalin Singhal; Sonali Dutta; Aditya Mittal; Pradeep Dua;

The meeting was presided over by Mr. Mukesh Puri.

**Review of Previous MOM:** - The minutes of previous meeting held on 27-05-2010 circulated earlier and presented in the meeting were adopted unanimously.

CWC emphasized that circulation of minutes of the meeting should be completed within a week so that awareness of proceedings/ deliberations is available to those members who could not attend the meeting.

**Targets & Planning of Chapter Activities (Reports by Chairs): -**

- 1) Membership: - CWC deliberated and decided to entrust the responsibility of Membership Chair to Mr. Jagdeep Singh.

In view of proposed "Membership Promotion Night" scheduled on 23<sup>rd</sup> July' 2010, each CWC and extended committee member was requested to provide the list of prospective members from among their contacts, to the secretariat for formal follow ups and invitations for the program. Since the lead time for the event is limited, it was emphasized that lists should be provided within a week for necessary actions by the secretariat.

The commitments from the members present in the meeting are mentioned in the following MATRIX for future reference.



S. No.	Name	Target
1	Mr. Mukesh Puri	8
2	Mr. Sachin Maheshwari	8
3	Mr. Ashwani Mehra	3
4	Ms. Yesha Choudhury	5
5	Mr. Sanjay Gupta	20
6	Mr. Sunil Kher	7
7	Mr. Ashwani Jain	10
8	Mr. Rajesh Nagari	10
9	Mr. Vineet Shukla	5
10	Mr. Pradeep Dua	8
11	Mr. Jagdeep Singh	10
12	Mr. Shami Bhardwaj	10
13	Mr. V K Seth	3
14	Mr. Sushil Kumar	20
	<b>Total</b>	<b>127</b>

- 2) Program: - The highlights of the presentation by Program Chair Mr. Rajesh Nagari and Regional Chair Mr. Sunil Kher include but not restrict to
- The calendar of chapter events for 2010-11 will be freezed by Mr. Nagari and Mr. Sunil Kher and subsequently circulated to CWC/ Extended committee members.
  - One event at each sub-chapter (Meerut, Lucknow and Dehradun) is planned before Regional BOG scheduled on 24<sup>th</sup> July' 2010 at Jaipur.
    - Meerut: -
      - Date: - 3<sup>rd</sup> July' 2010 (4:30 P.M. onwards)
      - Topic: - Indoor Air Quality
      - Faculty: - Sevcon
      - Expenses: - DCI Account
      - Other Activities: - Membership Promotion (Ashwani Jain and Sunil Kher)
    - Lucknow: -
      - Program within July' 2010.
      - Details being coordinated by Mr. Sunil Kher.
    - Dehradun: -
      - DL list.
      - Likely Topic on Water Management.
      - Faculty to be decided after confirmation of topic.
      - Sunil Kher coordinating.



- c. Besides above, product presentation program by VACON is scheduled on 30<sup>th</sup> July' 2010 at Magnolia, India Habitat Centre. CWC emphasized to ensure
- Presence of office bearers and CWC/ extended committee members.
  - Quality Audience.
  - Promotion of ISHRAE, ACREX and Membership.
  - Sale of Publication (Vineet Shukla).
  - Invitation to senior members including Past Presidents (Rajesh Nagari).
- 3) K-12: - Ms. Yesha Choudhury ensured CWC that one program on K-12 activity will be conducted before Regional BOG at Jaipur.
- 4) Advocacy: - CWC decided that promoting awareness of ISHRAE activities among associates should be focused during each and every Chapter activity.  
Mr. V K Seth mentioned that each workshop conducted at IIE platform is utilized for this purpose.  
CWC further decided to compile list of non-members from among the participants of workshops and should be followed up as potential members. Secretariat to coordinate with Mr. Seth and circulate the list to all CWC/ extended committee members on priority.
- 5) Student Activities: - CWC emphasized on focused activities for student chapters of DCI during the current year so that existing chapters are serviced and sustained. The highlights of the deliberations included following
- Sufficient Fund Allocated in the Budget.
  - Activities for each student chapter will include Quiz Program, Event (workshop or DL presentation), industrial visit for each chapter.
  - Students shall be involved in ISHRAE projects similar to previous year (K-12 and BEE supported activities).
  - DCI to organize "PLACEMENT DAY" with emphasis on students/ Industry interaction so that interested students can be absorbed by HVAC industry.
  - Sachin Maheshwari suggested that companies can be encouraged to hire the persons and enroll them with IIE for short term training programs.
  - A separate meeting of student Activities committee shall be organized.

**Budgetary Outlines/ DCI Accounts (2010-11): -**

- CWC was informed that the revised Budget for 2010-11 (after incorporating suggestions of the members in the last CWC meeting) has been circulated.
- It was also informed that Quarterly P/L (April to June' 2010) shall be circulated prior to next CWC meeting and subsequently reviewed.



**DCI Accounts (2009-10)/ Taxation Issues (DCI extended A/cs):** - CWC deliberated on different issues concerning DCI accounts. The suggestions and decisions are recorded for future reference.

- Auditing of Chapter accounts for the FY 2009-10 should be completed by middle of July' 2010.
- All extended accounts of DCI (except ACRECONF) with HDFC should be closed and proceeds transferred to DCI account.
- DCI account with UBI needs to be closed and proceeds transferred to HDFC account.
- P/L should be circulated to CWC/ extended committee members in the first week of every month and reviewed in the CWC meeting.
- Meerut sub-chapter account should be opened on priority. The account can be opened with HDFC bank as part of DCI account on the similar lines as is being done from HQs for other chapters/ sub-chapters. This would facilitate merging of sub-chapter accounts with DCI.

In view of the above, CWC resolved that a bank account of Meerut Sub-Chapter of ISHRAE shall be opened with HDFC giving the provisions of signatories from Meerut (preferably office bearers) so that routine banking operations are handled by Meerut Sub-Chapter.

**Duct Design Software:** - CWC was briefed about the meeting of DCI team (Mr. Sachin Maheshwari, Mr. Mukesh Puri and Mr. Vineet Shukla) with Mechartes in connection with MOU/ Agreement for development and Marketing of Duct Design Software. The outlines of the proposed agreement (negotiations in progress) include

- Investment on all further developments shall be to Mechartes Account.
- The scope of Mechartes involvement will address the issue of maintenance, customer service and marketing of software.
- The ownership of the product will be of ISHRAE.
- The Mechanism of profit sharing shall be in the ratio of 40:60 for domestic and 10:90 for International Markets between ISHRAE and Mechartes.
- The market- driven pricing of the developed product will be a joint decision of ISHRAE and Mechartes.
- ISHRAE and Mechartes will review the upgrading of the product and pricing policy on yearly basis.
- ISHRAE will support domestic marketing by promoting through ISHRAE locations.

In view of the above and comparison with the terms of MOU for HLCP project negotiated by Mumbai Chapter on similar lines, CWC appreciated that DCI negotiating team has already extracted relatively much better benefits financially. However, it was ensured by sub-committee member that efforts for long term advocacy and brand building of ISHRAE will be continued.



**DCI Twitter/ Mass Mailing:** - CWC was informed that current issue of Quarterly newsletter "Twitter" is under printing and is likely to be available for distribution by end of June' 2010. It was emphasized once again that Mass-mailing facility should be promoted and utilized for publicity. Mass-mailing is one of the Revenue generation activity of DCI.

**Review of Secretarial Support:** - Members reviewed the available Manpower and decided to hire the service of another person (Executive Level) for DCI activities.

**Formation of Nomination Committee:** - Deferred to next meeting and CWC requested the President Mr. Mukesh Puri to coordinate with President—Elect Mr. Udayan Chaudhari who could not attend the meeting.

**Any other point:** -

- 1) Regional BOG is scheduled on Saturday 24<sup>th</sup> July' 2010 at Jaipur. Chapter Reports, participants from DCI and Motions shall be finalized in next CWC meeting scheduled on 16<sup>th</sup> July' 2010.
- 2) Mr. Sanjay Gupta informed that Membership servicing from HQs shall include Membership Certificate, Membership card, Lapel Pin, Momentos and Carry Bag for all the members enrolled from April 1<sup>st</sup> 2010 onwards.
- 3) CWC unanimously decided that confusions on accounting (PAN No/ Service Tax Number) of ACREX for DCI extended account should be clarified on priority. Professional opinion of CA and bank wherein account is being operated should be taken in this regard.
- 4) In the light of HQs BOG decision, the expenses of membership cards and certificates of Lucknow Sub-chapter (prior to 31-03-201) shall be borne by ISHRAE Lucknow.
- 5) It was also suggested that Membership promotion should be targeted to end users and unitary companies segments (including dealers). The chapter program should be oriented to create awareness among this segment about the benefits of networking at ISHRAE platform.