

9th Minutes of Meeting (ROD) of CONCALL (Delhi Chapter of ISHRAE CWC) on Saturday 21st Nov'2009 (1700 Hrs onwards).

Members in Contact:

Sachin Maheshwari (SM); Vineet Shukla (VS); Sanjay Gupta (SG); Mukesh Puri (MP); Ashwani Jain (AJ); Ashish Arora (AA) & Ankit Dua (AD) for Website issues.

Points Discussed:

Agenda Item	Description	Resp	Target Date
Ducting Software	<p>a) <u>Support System (Service Provider):</u> -</p> <ul style="list-style-type: none"> ➤ New versions (1.1) forwarded for feedback to users. ➤ Interactive Training session between users and service Provider scheduled on 27-11-2009. Coordination by secretariat for such meeting on monthly basis initially (for 3-4 months). <p>b) <u>Sales & Collections:</u> -</p> <ul style="list-style-type: none"> ➤ DCI to initiate aggressive Marketing after satisfactory usage by approx 9 to 10 persons. ➤ Payments follow up. ➤ HTML versions for e-mailing to ISHRAE members. 	<p>VS</p> <p>Secr.</p> <p>VS/HS</p> <p>Secr.</p> <p>SM/SG</p>	<p>24-11-2009</p> <p>On-going process</p> <p>On priority</p> <p>Imme.</p>
K-12 Activities	<p>a) <u>Event Calendar:</u> -</p> <ul style="list-style-type: none"> ➤ ITM (Student chapter) played an active role in organizing Painting competition in Chiranjeev Bharti School, Gurgaon on 13-11-2009. 400 students participated and attended by Ms. Sonali Dutta & Mr. Girish Sachar. <p>b) <u>Distribution of Posters:</u> - Posters to be circulated to a minimum of 2 schools by each CWC member.</p> <ul style="list-style-type: none"> ➤ Secretariat to remind and prepare a status on usage of Posters by CWC members. 	<p>Secr e.</p>	<p>On-priority</p>

Student Activities	<p>a. <u>Industrial Visits</u>: - Arranged for DCE (Spectral Services), IIE (Mr. Modgil Site), and IIE (LG, Nicotra & CASC on 25th Nov. 2009).</p> <p>b. <u>Installation program at existing Chapters</u>: - Scheduled in the first week of Dec' 2009 at SIT, Mathura.</p> <p>c. <u>Inter college Quiz Competition</u>: - To be coordinated on a suitable date between 15th & 25th Dec' 2009.</p>	SM/ Secre	
Membership Promotion & Renewals Status	<p>i. <u>Status on membership</u>: - 145 enrolled till date.</p> <p>ii. <u>Follow up on pending forms</u>: - 4 incomplete forms and complimentary memberships (Partners of various events) needs to be followed up on priority.</p> <p>iii. <u>Membership Promotion Night</u>: -</p> <ul style="list-style-type: none"> ➤ 24 non-members attended ACRECONF Promotion Night. Forms collected by prospective members. ➤ Support from CWC members requested to convert potentials to members. Secretariat to follow up. ➤ Promotion Nights outside Delhi to be coordinated by Ashwani Jain/ Sandeep Taparia in the first week of Dec' 2009. <p>iv. <u>Status on Renewals</u>: -</p> <ul style="list-style-type: none"> ➤ Only 34 Renewals reported till date Total target 250 (150 Renewals and 100 Delinquent) during 2009-10 society year. ➤ Secretariat to follow up persistently. ➤ Updated lists of pending Renewals to be included in MOM and circulated to membership team on Renewals. ➤ Membership Renewals team to analyze the list and ensure that members with pending Renewals are contacted during events for collection of outstanding amounts. <p>v. <u>Advancement of membership grade</u>: - Secretariat to analyze and prepare list for consideration of CWC.</p>	Secre Secre AJ Secre. Secre. Secre.	ASAP On going process 1 st week of Dec.'09
Workshop & Seminars	<ul style="list-style-type: none"> ➤ IIE is organizing weekend classes for 5 weeks from Dec; 2009 (total 10 days) covering 5 chapters for working professionals with participants fees of Rs. 2,500/- each. 		
Newsletter	<ul style="list-style-type: none"> ➤ Information on new members shall be included in Newsletter. ➤ Payments for advertisements shall be followed up by secretariat. 	Secre	
ISHRAE Night	LG Electronics is the exclusive partner for ISHRAE Night and Mr. B P S Chadha is coordinating the event.	BPS	

Product Related Publications	<p>a. Comments on draft of ‘All About Chillers’ and ‘All About AHU’s’ shall be invited from selected persons/ companies. The process needs to be completed before ACRECONF so that same can be launched during the event.</p> <p>b. Mr. A K Bansal has expressed interest for contributing in the development of Publications on products namely High Rise Buildings and Electricals etc. Mr. Sachin Maheshwari will coordinate with PIC team for a formal approval of his involvement.</p>	SM / ATL	
ISHRAE RAMA Standards	15 standards (2008-09) to be launched during ACRECONF India -2010.		
ACREX - 2011	DCI to organize ACREX 2011 from 24 th to 26 th Feb’ 2011. An advance of Rs. 4 Lacs deposited with ITPO.		
Finance Committee	<p>a) <u>FDR’s for surplus Balance</u>: - Available funds 9.32 Lacs. FDR for Rs. 5 Lacs to be initiated.</p> <p>b) <u>Status on closure of all old accounts</u>: - 4 accounts closed. 2 more in process. Priority emphasized.</p> <p>c) <u>Closure of Union Bank A/c</u>: - UBI account to be closed on priority.</p> <p>d) <u>Audited Accounts</u>: - Audited accounts to be uploaded on website. Access through passwords of members only.</p>	Secre. Secre.	
Website	<p>a) Mr. Ankit Dua to ensure intimation to all members about the availability of Audited Accounts (2008-09) on Website.</p> <p>b) The corrected and updated membership Data (including student members) to be provided by secretariat to Mr. Ankit Dua for uploading on Website.</p> <p>Next meeting to take place on 19th December at 5pm. Poor attendance in the current meeting was addressed as a big concern by the President.</p>	AD Secre.	Imme. ASAP