

THE SSC EMPLOYEES CO-OPERATIVE GROUP HOUSING SOCIETY LTD.

(Registration No. 805 G/H)

Mansarovar Apartments, Plot No 3, Sector-5, Dwarka, New Delhi-110075,

SSC/AGM/3/2019

Dated : 24 Oct 2019

Minutes of the Annual General Body Meeting held in the Society Premises on 20th October 2019

The Annual General Body Meeting (AGM) was scheduled to be held at 9.30 AM. The quorum was observed till 10:00 A.M. There being only 9 (Nine) members present at that time, the meeting was adjourned for 15 minutes.

The adjourned meeting was commenced at 10.15 AM at the same venue. A total of 30 members attended the AGM.

1. The President, Shri Hemant Kumar Jain chaired the meeting. He opened the proceedings and welcomed all the members present. He explained the projects/work carried out in last one year. Talking about financial health of the Society, he said when the present MC took over in Dec 2016, the outstanding/dues at that time were about 14 Lakhs and as on date there nil outstanding/defaults. He thanked the members for making timely payment. He also added that present MC could create certain assets and present AGM is being conducted without hiring anything from Tent house. He also thanked the members who have helped the Society in creating assets like dining tables, curtains, water dispenser etc.
2. The Vice President & Treasurer Mr. GL Bhatia appraised the members about the current status of the funds. Thereafter, the meeting proceeded as per outlined the agenda given in AGM Notice dated 30th Sep 2019.

3. Agenda Item No. – 2 : Approval of the Minutes of the last AGM held on 28 Oct 2018

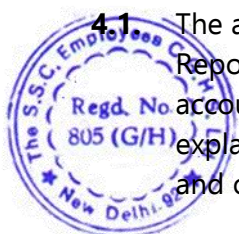
The President mentioned that the Minutes of the AGM held on 28 Oct 2018 had been circulated to all the members, and members must have gone through it. Mr. Rajeeo Rajan (C-19) raised a query regarding share of members on the expenditure of Replacement of the Lifts. President said this point is being considered separately. There being no other point, the members unanimously passed the following resolution:

Resolution No. – AGM-2019/01

Resolved that the minutes of last AGM held on 28 Oct 2018 be and are hereby confirmed and approved.

4. Agenda Item No- 3 : Consideration/ approval of the audited accounts for the F.Y. 2018-19

- 4.1 The audited accounts by Chartered Accountant for the year 2018-19 along with the Audit Report were presented before the AGM. Mr. Rajeeo Rajan asked that expenditure on account of Replacement of Lift has not been shown in the Balance Sheet. It was explained that most of the payment to lift vender – M/s KONE Elevators India Limited and other contractor happened after 31 Mar 2019. Therefore, it was outside the period of



the balance sheet of 2018-19. After discussions, the members unanimously passed the following resolution:

Resolution No. – AGM 2019/02

Resolved that the audited accounts of the Society along with Audit Report for the financial year 2018-19 be and are hereby confirmed and approved.

5. Agenda Item No.-4 : Approval of :

- a) **List of Members whose member ship has been cancelled under rule 91(2) on account of sale of flat.**
- b) **List of Members who have been awarded membership during last one year.**
- c) **Revised list of members as on 01 Oct 2019.**

Resolution No. – AGM 2019/03

1. Resolved that members whose member ship has been cancelled are:

- a. Shri Govind Ram Sharma (AD-23) M.No -204
- b. Smt. Sargam Rana (AD-28) M.No.-298

2. Resolved that members who have been awarded membership during last financial year

- a. Shri Dharmendra Sharma & Smt. Kirti Sharma (AD-23) M.No -306
- b. Smt. Maya Verma & Shri. Manoj Kumar Verma (AD-28) M.No -307

6. Agenda Item No.-5 : Consideration/ approval of the Maintenance Budget estimates for the year 2018-19

- 6.1.** Budget estimate for the FY 2019-20 along with the expenditure for 2018-19 on maintenance (Security, Lift and DG set AMC, Staff Salary, Common Area Electricity and routine maintenance) was presented before the members. An increase of 10% has been considered for 2019-20 over actual expenditure for 2018-19.
- 6.2.** President explained that there is saving in the Maintenance Budget on account of :
 - a. Newly installed lifts which are under warranty for two years from date of taking over from KONE. So the AMC cost for next two years is Zero
 - b. Society is getting Rs 88202/- from Delhi Parks & Gardens Society (DGPS) to maintain the Society Lawns & Greenery , thereby no garden fund of Society is required to be utilized
- 6.3.** After detailed discussions, the members unanimously passed the following resolution:

Resolution No. – AGM 2019/04

Resolved that the estimated maintenance budget of the Society for the year 2019-20 at Rs. 17,71,075/- be and is hereby approved.

Resolved that the no increase in the current Maintenance Charges. Maintenance Charges for A, AD & D Block – Rs 1700/- pm and for B & C block Rs 1600/- pm should continue.



7. **Agenda Item No.-6: Annual Increment in the salary of the Staff**

- 7.1. While discussing hike in the salary of staff , Mr TD Chhabra suggested that the annual hike should be 4%-5% as per Central Govt Norms. Point was discussed in length and keeping in mind the meager salaries (without any other benefits) of the staff and in order to maintain their continuity in the society a hike of 10% should be considered.
- 7.2. Mr. GD Guglani suggested that the increase in the salary should be performance based. His point was well taken. However, due to nature of the job being performed by the stuff, it is difficult to carry any kind regular appraisal. Also, the MC is not having sufficient supervising /monitoring staff to carry out such an activity. House approved the hike of 10% on present salary to Electrician-1, Plumber-1 , Mali-1, Safai Karamcharis-3 Accountant -1 with effect from 1st Nov 2019. The increment to Supervisor should be given on completion of another one year service in Jun 2020.

Resolution No. – AGM 2019/05

Resolved that the 10% (approx) hike on the present salary is here by approved for the employees completed minimum one year of service to the Society. Other employees to be considered after completion of one year service based on their performance.

8. **Agenda Item No.-7: Infrastructure Maintenance Fund (IMF) to be continued**

- 8.1. The president apprised the members that the major portion of IMF collected till date has been spent in replacement of the existing lifts. Presently, IMF is being held as fixed deposits amounting to Rs. 28,08,764/- . There may be a requirement to meet the capital expense in future on major repairs of aging buildings of the society.
- 8.2. Further, National Green Tribunal (NGT) has put a ban on diesel GenSets for domestic use , though it can used to for lifts in case of power failure. Therefore, in future to replace the existing aging Diesel GenSet with latest technology & noise free GenSet there will be requirement of funds.
- 8.3. Members suggested different monthly amounts for IMF. After lot of deliberation it was agreed to again commence the IMF – Rs 500/- per month.

Resolution No. – AGM 2019/06.

The collection of IMF from all the members should start at a rate of Rs 500/- per month w.e.f 01 Nov 2019 till next order.

9. **Agenda Item No.-8: Projects to be undertaken/Review**

9.1. **Repair of Terraces**: The project was approved in the last AGM, but could not be executed in totality . The terrace of Flat No B-20 was repaired from Maintenance fund.

The approx. expenditure is

- a. B & C block - Rs 40,000/- per terrace. Rs 2,800,00/- (qty -7)
b. A & AD block - Rs 60,000/- per terrace. Rs 4,80,000/- (qty -8)

Total amount Rs 7,60,000/-

9.2. **Renovation of Society Office** : To carry out the face lifting of Society office (Floor tiles, Entrance , white wash etc) , to change the existing broken office Furniture and to install an AC, an expenditure of **Rs 1,35 000/-** was envisaged.



9.3. Flooring/Tiles in stilt Parking area of A & AD block: The project was approved in principal. It was decided that the project should be funded by all the members of A & AD block only.

9.4. Approval for conversion of single society electricity meter to Individual connection meter by BSES.

- a. President informed the members that this project already have approval of last AGM. The MC could not initiate this project as other project were under execution. It was again informed that an initial survey was carried out by the BSES representative, an expenditure of Rs.15 Lacs was estimated, which will be equally shared between BSES and the Society. That is Rs 8000/- (approx.) per flat.
- b. It was suggested that this project should be undertaken on priority by the Successor Management Committee.

9.5. Installation of Solar System as per new policy of Delhi Govt.

- a. The members were explained that BSES approved Contractors/vendors were contacted. There two models for Installation of Solar System which were studied :

Renewable Energy Service Company (RESCO) : RESCO model is a zero-investment model in which the solar plant is owned by the RESCO developer. The BSES pays subsidy for the electricity generated and feed to the grid. Society to provide rooftop of all the blocks for installation of Solar Panels and was getting a benefit of Rs 20,000/per month.

Capex Model : In this model Society to invest and owe the complete solar energy generation system. The approx. cost of installation of Solar Plant for generation of 20KW-25KW of electricity per month is Rs 45- 55Lakh.

- b. RESCO Model was suitable for society, however, contractual obligations had a binding for 25 years without an exit clause. The BSES subsidy was only for 5 years. Therefore after reviewing the pros & cons it was decided that we should wait for better offers and solar energy generation technology may improve further the coming years

9.6. FAR (Floor Area Ratio) : A very brief discussion on FAR happened, where Mr. G D Guglani tried to alleged the President for not executing the project. Thereafter, no more discussion took place and house opined that the Successor Management Committee should take a fresh look and re-initiate the project.

9.7. Concrete peripheral road of the Society to be rebuilt or repaired. : President appraised the house that Mr. Gulab Singh , MLA Matiala Constituency, visited the Society in Sep 2019 to inaugurate the Open Gym. During his address to the members/residents he said internal road of the Society can be rebuilt from MLA fund. However, on enquiring about the modalities it was learnt that:

- a. **It will be Society's responsibility**
 - To dig the existing concrete road using JCBs
 - Dispose of the complete malba.
 - And then level the ground



- b. **Contractor's Responsibility** : To do the metalling of the Road (Re – Concrete) , which may last only for few monsoons.
- c. Keeping the above in view following options were discussed
- Rebuild the entire internal roads (An expensive proposition)
 - Explore the possibility of interlocking tiles (Approx. Rs 100/- per sq ft)
 - To carry the patch work of the exiting road where required.
- d. After discussion and deliberations , a immediate repair/patch work the existing road from maintenance fund was decided, so that it is safe for members specially the senior citizens to take a morning/evening walk.

9.8. Water outlet pipes of the window/split ACs installed by the members to be clubbed in drainage pipe : President explained that during summer months when Air Conditioners are used, the condensed water coming out of an air conditioner falls on the entrance of A, B & C block or the ACs/balconies of the flats on the lower floors. The concrete road also gets damaged due to continuous drooping of water. Also, the pool of water thus collected becomes a breeding ground of mosquitoes. Therefore, there is requirement of clubbing the drainage pipes of the AC. General body agreed to the proposal.

Resolution No. – AGM 2019/07				
1. It is resolved that the following projects to be executed				
S.No	Name of the Project	Amount	Fund	Status
a.	Repair of terraces (Rooftops) of all the blocks	Rs. 7,60,000	IRF	Approved
b.	Renovation of Society Office	Rs. 1,35,000	IRF	Approved
c.	Flooring/Tiles in stilt Parking area of A & AD block	Rs 100 per Sqft.	To be collected from members of A & AD block	Approved
d	Conversion of single society electricity meter to Individual connection meter by BSES.	Rs 8,00,000	To be collected from each member	Approved
e	Installation of Solar System	Nil	Nil	Dropped till Society gets a good offer.
f	FAR (Floor Area Ratio)	Nil	Nil	Successor MC to take up
G	Repair of internal peripheral road (To be cemented/concreted where broken or potholes are there)	Rs 60,000	Maintenance Fund	Approved
h	Water outlet pipes of the window/ split ACs installed by the members to be clubbed in drainage pipe	To be estimated	IRF	Approved
2. IRF or funds from the members to be collected at the time of initiation of the project.				



10. Replacement of Lifts :

10.1. Mr. Rajeeo Ranjan raised a point for proportionate/equalization of expenditure incurred in replacement of lifts of A, AD , B & C block. He asked the President to share the block-wise expenditure incurred in replacement of lifts. President shared the following data with members.

S. No	Type of work	A /AD Block (G +7)			B /C Block (G+4)		
		Unit price	GST	Amount	Unit price	GST	Amount
1	KONE SS (incl GST)	13,65,000	0.00%	13,65,000	12,05,000	0.00%	12,05,000
2	Scrap value of old lift	1,10,000	18.00%	-90,200	90,000	18.00%	-73,800
3	Civil Work	32,000	18.00%	37,760	59,000	18.00%	69,620
4	Electrical Work	18,334	18.00%	21,634	18,334	18.00%	21,634
5	Granite Work	73,500	18.00%	86,730	52,500	18.00%	61,950
6	Use of waste granite pieces in Lift Lobby	9,513	18.00%	11,225	0	18.00%	0
7	Extra Civil Work (Load hook, Flooring of Machine room, Chipping of Shaft etc.)	10,500	GST included	10,500	18,000	GST Included	18,000
8	Mirror with SS frame + fitting charges	4,500	0.00%	4,500	4,500	0.00%	4,500
9	Window Shades (Two in each machine room)	2,500	0.00%	2,500	5,000	0.00%	5,000
	Total			14,49,649			13,11,904

10.2. Members raised the issue of expenditure incurred in other capital projects should also be proportionate/equalized between the members of A & AD block and B & C block. They said that in the Renovation of Columns & Beams major expenditure (almost 2/3rd) was incurred in B & C block. IRF was utilized for repair of basement. Gradually, the healthy discussion got converted in the heated arguments among the few members. President intervened and suggested that in the replacement of the lifts major expenditure incurred from IMF collected over last ten years, therefore, it has to be proportional /equalized.

Mr. AK Gupta said that a cooperative housing society is a set-up formed through mutual cooperation and consent of members. The members should have a sense of community spirit and must create a harmonious environment to live in. Lifts are common assets of the society as a whole and does not belong to individuals / block. Benefits of society living in sharing the common assets/resources. He further added that any decision taken in this regard should not disturb the spirit of Cooperative Living.



Mr. TD Chhabra suggested that an amount of Rs 5000/- should be charged as equalization money from members of A and AD block to rationalize the expenditure incurred in various capital intensive projects. President said it should not set a precedence for expenditure in other future projects and should be taken as one time measure. Members agreed to his suggestion

Resolution No. – AGM 2019/08

- a. An amount of Rs 5000/- towards IMF should be charged as equalization money from members of A and AD block to proportionate/rationalize the expenditure incurred in various capital intensive projects as one time measure.**
- b. In future, all members will contribute equally irrespective of the size of the project.**

11. Agenda Item No.-09: Charges and modalities for usage of Park, Basement and Manas Hall (separate lockable area in the basement) by members/residents.

- 11.1.** The President appraised the general body that members are hesitant in using Manas Hall, Basement and Society Lawn for their personal functions/events. Members/residents should be encouraged to use these facilities in order to keep them maintained. He suggested that the charges to be levied for the personal usage of Park, Basement and Manas Hall by the members/residents should be revised.
- 11.2.** It was suggested that the existing charges of Rs 5000/- for the Society Lawn should be revised to Rs 3000/-. For the Manas Hall a rent of Rs 500/- plus electricity was suggested. For the complete basement (including Manas Hall) Rs 1500/- plus electricity was agreed to. A refundable security deposit of Rs 2000/- for Society Lawn and Rs 800/- for Basement , and of Rs 500 /- for Manas Hall was approved. In case of any damage to the Society property money will be adjusted from the said security deposit.
- 11.3.** No charges for death ceremonies (rituals to be performed after death) of a member/resident or a family member. Allotment of facility should be done by MC on priority
- 11.4.** Mrs. Lakshi Malhotra suggested that for the wedding/marriage ceremony of a girl child, there should not be any charges except electricity used & cleaning. All the members applauded and accepted her point.
- 11.5.** Tile flooring of Manas Hall and fitting of two split ACs was also suggested and was agreed by the members.

Resolution No. – AGM 2019/09.

It has been resolved to charge following amounts w.e.f 01 Nov 2019.

Facility	Charges per day	Refundable Security Deposit	Remarks
Society Lawn	Rs 3000/-	Rs 2000/-	No provision of electricity
Complete Basement	Rs 1200/-	Rs 800/-	Electricity charges as per usage*
Manas Hall	Rs 500/-	Rs 500/-	Electricity charges as per usage *

Note:

- 1.* Use of existing lights & fans are permitted. For high voltage appliance/flood lights & decorative lights user should make his own arrangement for power supply.
2. The charges Manas hall and Basement are inclusive of Plastic chairs, Tables and Music system.
3. Electrician & other Society Staff will only be available during their working hour & working days.
4. Cooking in the basement is NOT permitted.
5. Facility/Premise hired should be left cleaned after the event is over.

12. **Agenda Item No.-11 : Car Parking :**

- a. Allocation of parking space on temporary basis.
- b. Revision of congestion charges to be imposed w.e.f 01 Nov 2018.
- c. Visitors parking outside the society.

12.1 Emphasizing on the policy of **"One Flat One Car"** for all the 93 flats purely on temporary basis for a period of one year should continue. The following decision of last AGM should prevail

12.2. Only one car of a flat in the stilt parking of A & AD Blocks.

12.3. Members parking two cars in the stilt parking should be asked to remove one car.

12.4. Members are not allowed to give out their allotted parking space to any other member. In case a parking space is not utilized it will fall in the common pool and may be allotted to another effected member.

12.5. Cars registered on the name of the member/resident or on the name of family member staying with them will only be allowed in the parking space. Cars on the name of relatives/friends are not permitted.

12.6. Visitor parking outside the society. In case of visiting relatives, their car may be allowed inside the society premises depending upon the availability of the parking space on the request of the member to the MC. The President/Member of MC authorized by him can grant such a sanction. The temporary parking charges will be Rs 50/- per day and parking will be allowed for a maximum period of 7 (seven days) at the risk of owner/member.

12.7. The additional points are as follows:

- a. The car parking space should be utilized only for parking of the car.
- b. Parking of two wheelers is not permitted in the parking space marked for car parking.
- c. In case a member/resident, who does not initially possess a car and gets a car later, MC should ensure he gets a proper parking.
- d. Congestion Charges as approved in last AGM should continue.
- e. The layout of parking spaces as agreed in the AGM is attached as **Appendix -A**

12.8. Mr. TD Chhabra suggested that maximum Visitor Car Parking Charges should be Rs 500/- that equivalent to parking charges of Third Car.

12.9. Mrs. Renuka Kalra (AD-18) said the parking allotted for her flat has been occupied by the Mr. Rajneesh, tenant of AD 07. In spite of repeated request he did not vacated the parking space rather he get into unnecessary bickering/quarrel. She requested the General Body that either she should get her parking back or may be allotted another parking space.



Resolution No. – AGM 2019/10

Resolved the following:-“One Flat One Parking”, should continue. The layout of parking spaces and allocation done last year and minor changes made thereafter should prevail purely on temporary basis for one year (till 01 Nov 2018).

1. Congestion Charges : First Car – No Charges, Second Car- Rs 250 per Month, Third & Fourth Car Rs 500/- per month should continue.
2. Visitors parking outside the Society premises. The parking of the car of visiting relatives may be allowed @ Rs 50/per day for maximum 15 days limited to Rs 500/-.
3. Car Parking Space should not be used for parking two wheelers.
4. MC should ensure allocation of car parking space to the member/resident who gets his first car during the year.
5. MC should try to resolve the issue of Car Parking of AD-18, or allocate them another parking falling vacant.

13. Other Points discussed with permission of the president.

13.1. Mrs. Lakshmi Malhotra (AD-36) said that there should be **Place of Worship** within Society premises. She further added that all the neighboring Societies are having Mandir within the premises and our members/residents are visiting these Mandir's. Her suggestion of having a Place of Worship within the society was welcomed , applauded and supported by the members.

President said that Society doesn't have any funds for Place of Worship, Mr. NS Daga said that fund would be raised from donation/voluntary contribution. Also, the recurring operating expense (electricity, water, salary of Pandit Ji, cleaning staff etc) will also be met from donation/contribution.

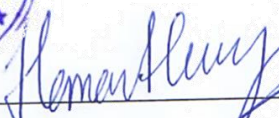
Mr. Rajendra Marwah (D-4) agreed to take on complete responsibility of getting a temporary Place of Worship constructed in front right corner of the Society. It was assured that the Place of Worship will have statues/pictures of God/Deity of all the religions.

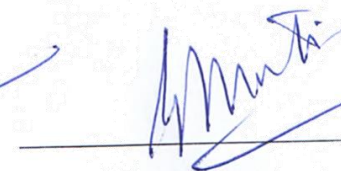
13.2. Penalty Imposed of Mr. Amit Bhardwaj (AD-48): President appraised the General Body that a penalty of Rs 5000/- has been imposed on Mr. Amit Bhardwaj whereas his son tried to damage the newly installed lifts, CCTV video clipping is a sufficient evidence for such a penalty.

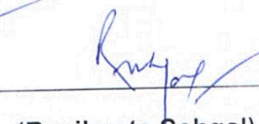
- a. Mr. Amit Bhardwaj through an email to MC has conveyed that the only Rs 500/- should be charged as penalty, as there were no scratches to the walls of the lift.
- b. Members pointed out many previous mischiefs / nuisance of child and were firm on the penalty of Rs 5000/-.

14. There being no other agenda item, the President and other MC members thanked the participants. The meeting ended with a vote of thanks to the Chair.




(Hemant Kumar Jain)
President

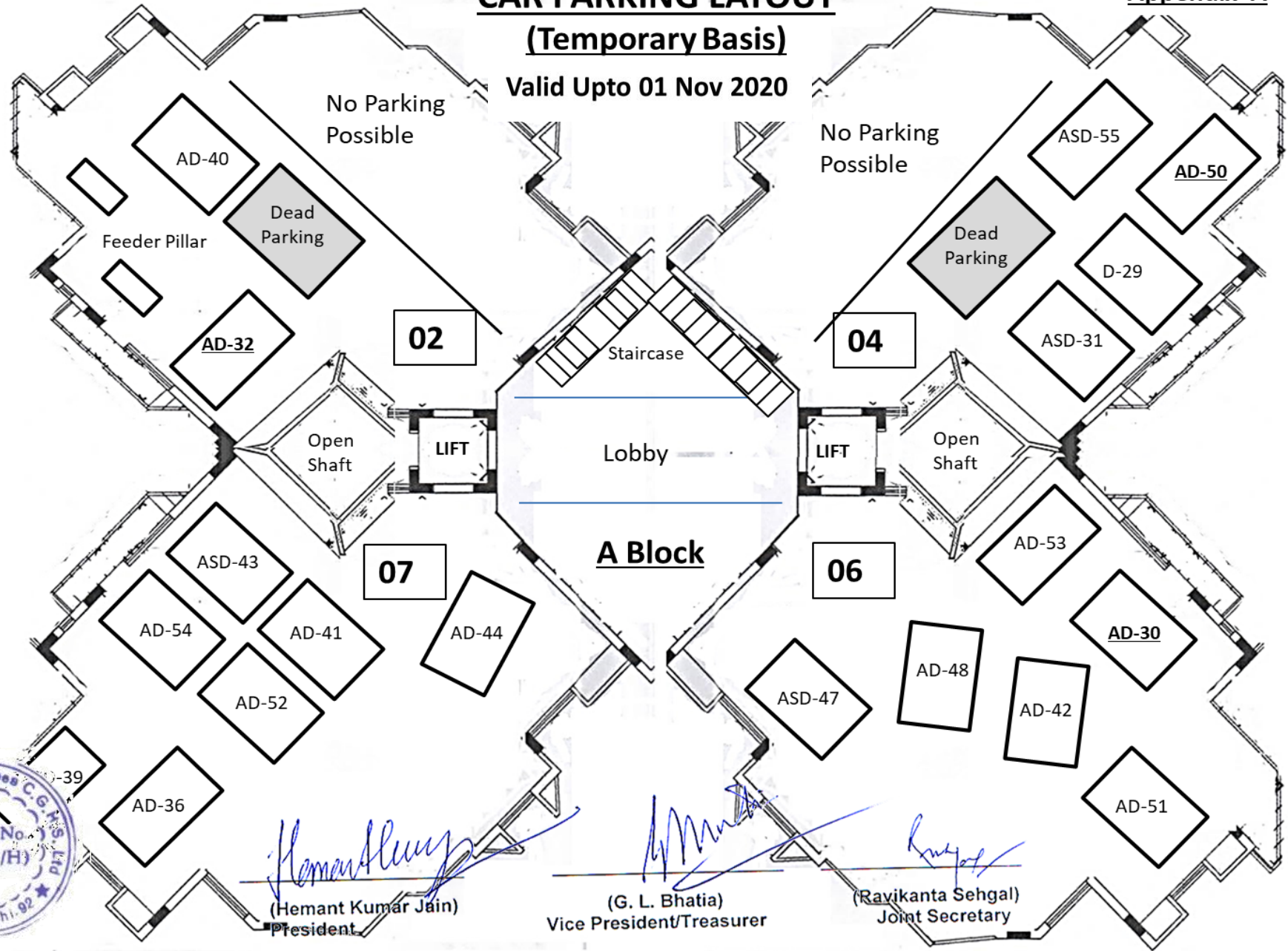

(G. L. Bhatia)
Vice President/Treasurer


(Ravikanta Sehgal)
Joint Secretary

CAR PARKING LAYOUT (Temporary Basis)

Appendix -A

Valid Upto 01 Nov 2020



Hemant Kumar Jain
(Hemant Kumar Jain)
President

G. L. Bhatia
(G. L. Bhatia)
Vice President/Treasurer

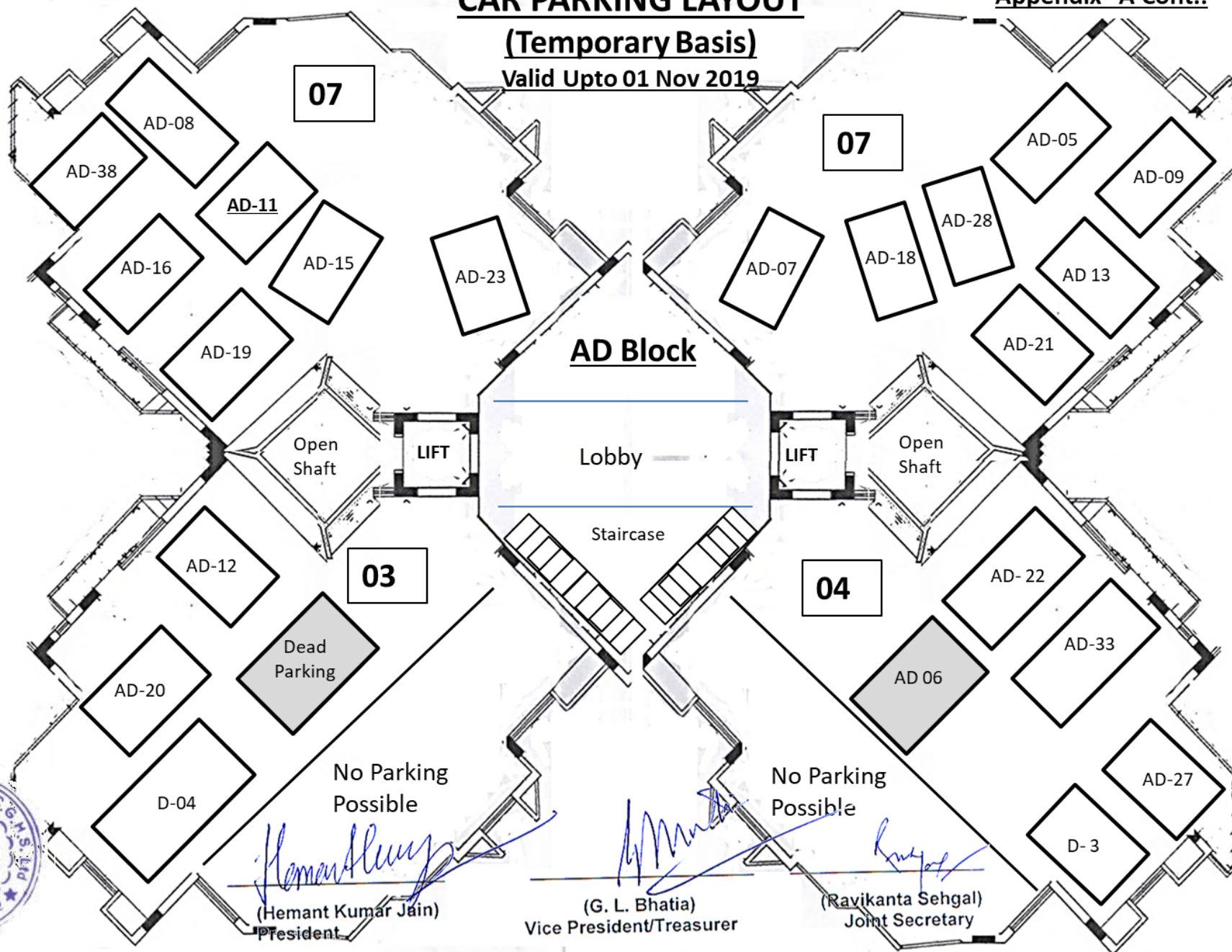
Ravikanta Sehgal
(Ravikanta Sehgal)
Joint Secretary

CAR PARKING LAYOUT

(Temporary Basis)

Valid Upto 01 Nov 2019

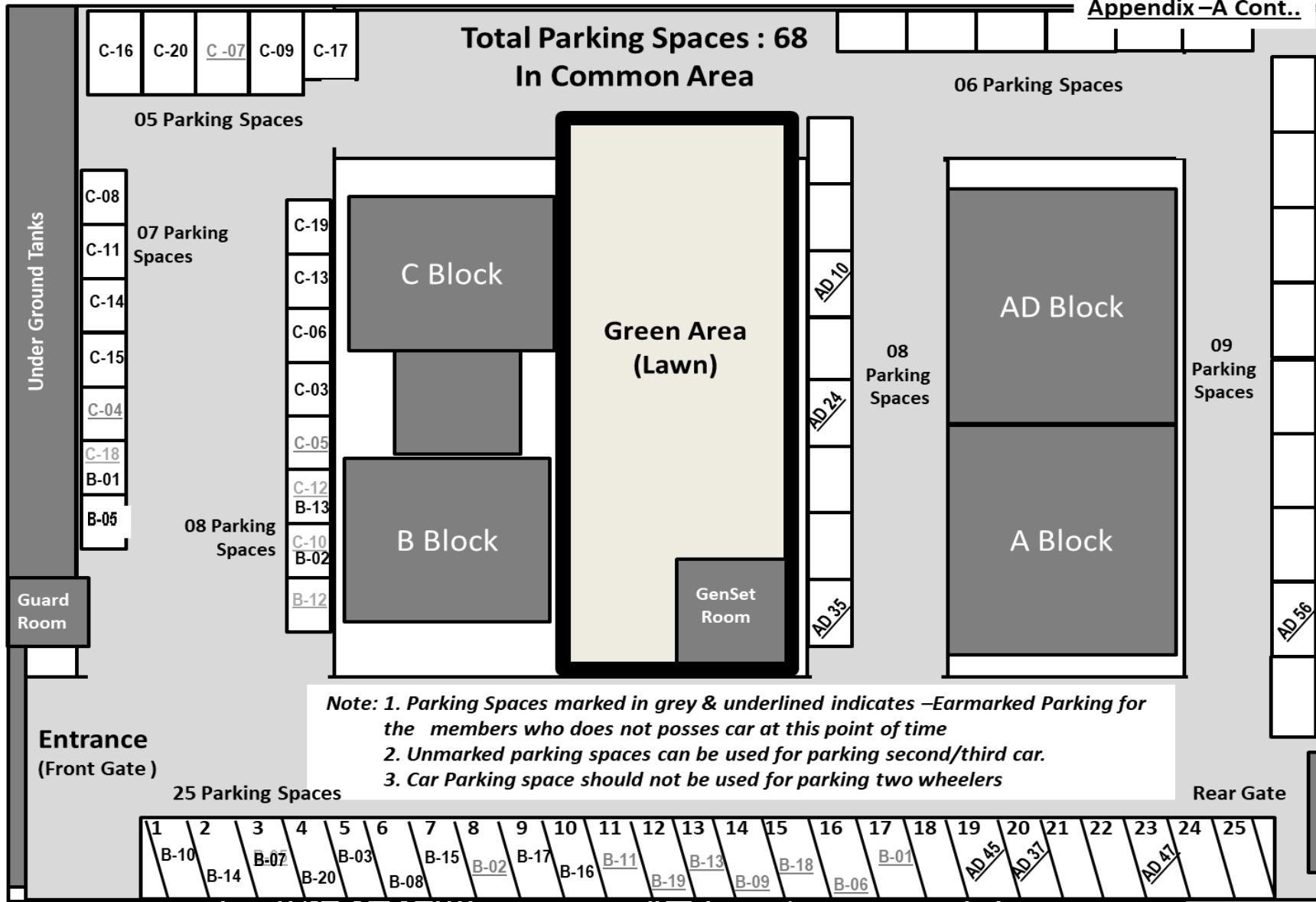
Appendix -A Cont..



(Hemant Kumar Jain)
President

(G. L. Bhatia)
Vice President/Treasurer

(Ravikanta Sehgal)
Joint Secretary



Note: 1. Parking Spaces marked in grey & underlined indicates –Earmarked Parking for the members who does not posses car at this point of time
 2. Unmarked parking spaces can be used for parking second/third car.
 3. Car Parking space should not be used for parking two wheelers



(Signature)
 (Hemant Kumar Jain)
 President

(Signature)
 (G. L. Bhatia)
 Vice President/Treasurer

(Signature)
 (Ravikanta Sehgal)
 Joint Secretary