

PROCEEDING REGISTER

THE.....092.....CO-OPERATIVE.....SOCIETY LTD.

The 509th meeting of the Managing Committee of the Taraki CGHS Ltd. was held on 18th December, 2022 under the chairmanship of Shri Narendra Thakur, President of the Society, at 11 AM in the Society Office. The below honourable members were present in the scheduled MC Meeting.

①	Narendra Thakur	President	N. Thakur
②	Sheela Thakur	Vice President	S. Thakur
③	Alka Rani	member	B. Rani
④	D. V. Jha	member	D. Jha
⑤	RAJIV KUMAR	Treasurer	R. Kumar
⑥	Kamlesh Kumar Jha	Secretary	K. Jha
⑦	Om Prakash Pandey	Jt. Secretary	O. Pandey
⑧	G. S. Jha	Member	G. Jha
⑨	Kenung Thakur	Members	K. Thakur

Deliberations on Agenda Points:-

- The MC discussed and approved the Income & Expenditure for the month of November 2022. The MC further requested the Honry Secretary to display on the notice board of the Society and its website as well.
- Finalization of SoPs for the Managing Committee:- Shri Ghanashyam Jha, MC member presented SoPs for the MC and it was discussed in detail. The MC adopted the following SoPs and hoped that all Managing Committees, including the present as well as future MCs will follow these guidelines while discharging their responsibilities:-

In (Bani) S. Thakur

N. Thakur

S. Thakur

D. Jha

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PLEDGE TO BE TAKEN BY JANAKI MANAGING COMMITTEE (MC) MEMBERS

- (I) I will cooperate and act unitedly with other Members of MC to bring peace and harmony to the Society.
- (II) I will abide by the act, rule, bye-laws and standard operating procedures (SOP) applicable for the society without any fear or favour. Let Almighty provide me and other Members needed courage and strength to strictly follow it.
- (III) I will not initiate /participate in /promote any action or indulge in discrimination directed towards harassment of any Member/group of Members on account of my personal grudges or grievances or anti-voting in the election against my group.
- (IV) I will agree with and obey in letter and spirit the democratic majority decisions of MC and will not pressurise or try to enforce my minority views in MC deliberations.
- (V) I will act and behave in the best interest of the society and will not budge under any pressure or enticement from the legal and judicious standpoint.
- (VI) Even while facing aggravating circumstances created by a member or group of members, I will not lose my temper and will act in the best possible and reasonable manner to sort out the issue.

MANAGING COMMITTEE TO BE MADE STRONG

- (I) All office bearers and MC members will act and behave as per above pledge taken.
- (II) MC will make arrangements to deploy marshal for every important meeting to ensure security in appropriate deliberations by members.
- (III) The agreement of Security Huard providing Agency may be suitably modified to utilise their services in dealing with such elements spoiling discipline, peace and harmony in the society and providing strength to MC members in undertaking day to day works, as per need.

MONITORING OF PROJECTS

- (I) Every important works in the society will have three tier monitoring, [(i) Paid staff and/or designated members, (ii) MC members and (iii) MC]. This job will be assigned by MC before issuing work order. Other works will also be monitored by appropriate mechanisms, viz- signing of attendance register, checking daily duty books etc.
- (II) No works in the society will remain ever unmonitored.
- (III) Every draft work order will be discussed in the MC meeting along with Special invitees, as needed.
- (IV) Every paid staff will be assigned works by written order keeping three tier monitoring as above, in view.
- (V) A charter of duties of all Society staff must be conveyed to residents / members

RESOURCE GENERATION

- (I) Low hanging fruits:- (a) Community Kitchen, (b) Canteen, (c) Selling Special dishes by residents, (d) Vending milk, bread, egg, butter etc
- (II) (a) Guest House, (b) Community Hall, (c) Solar Panel, (d) Waste to energy (e) ATM etc

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③ Review of remuneration for Security Guards and Housekeeping Staff:-

A. Security Contract :-

MC noted that a request was received from M/s Capital Security who have been providing Security Guards to the Society for increase in remuneration for Security Guards and renew contract. Further they have requested the contract with their new sister company M/S ATTENTIVE SECURITY. They have requested an increase of Rs. 1000 per month per Supervisor i.e. Rs. 13000/- per month from existing rate of Rs. 12000/- per month and for guard of Rs. 12000/- per month from existing Rs. 11000/- per month. MC further noted that old rate is applicable since April 2021 and a need for increase of 10% was felt. The issue was also discussed in the MC meeting held in November 2022. MC felt that since their performance is satisfactory, we should not consider changing to a new agency.

Accordingly, MC agreed to revise the rate and renew the Security Contract of M/S ATTENTIVE SECURITY (formerly M/s Capital Security) applicable w.e.f. 1st January, 2023 as per following rates-

- (i) Security Supervisor @ Rs. 13000 per month
- (ii) Security Guard @ Rs 12000 per month/guard

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Applicable mandatory taxes would be extra on monthly billing.

B. Housekeeping Contract:-

MC noted that Krishna Housekeeping who is providing services for housekeeping to Society has not been meeting expectations. They have been reminded several times, however they have not improved their services. Accordingly in the last meeting, quotations were invited for housekeeping services. All 3 quotations were opened by MC members in the meeting. It was noted that quotation of M/s Vishal Enterprises was lowest amongst all three. They have quoted Rs. 8500/- per sweeper per month plus applicable taxes.

Accordingly, MC approved appointing M/s Vishal Enterprises for providing housekeeping staff from 1st January 2023 @ Rs. 8500/- per person per month. Details of scope of work for cleaning in the Society was also finalized by the MC and Resident/Secretary was authorized to issue award letter.

④ Any other emergent issue with the permission of chair:-

(i) MC approved purchase of a new 32 inch LED display system to be installed at Guard Room for display

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of CCTV cameras, as existing is too small and not able to cover all cameras.

(ii) MC further agreed to allocate newly developed rooms to Society Guests on payment of Rs 500/- per day. It was agreed that at a stretch, it should not be allotted to any member or residents for more than 5 days.

(iii) MC further approved purchase of 2 mattresses, 2 white bed sheets, pillow and other required amenities in guest room.

(iv) MC further discussed the allocation of library and ladies club room and discussed that it should not be under control of any individual member/resident. Managing Committee would be the custodian of these rooms, however group of Society members/residents can use it for common purpose with prior requisition to Society office. For common purpose, Society will not charge any money, however for individual function/party, charges would be applicable as approved by AGM. This would not be applicable in case of death since AGM has mandated to not charge in case of any event related to death.

~~MC~~ ~~AGM~~ ~~AGM~~ ~~AGM~~