

The Atrium Owners Association

(Registered with the Registrar of Societies, Chennai, Registration # 144/1999)

Minutes of the meeting of the XIIIth Managing Committee

Date of Meeting:	Jan 11th, 2012	Venue:	The Pavilion
Start Time:	11:00 A M	End Time:	01:00 P M
Date of Issue:	Jan , 2012	Meeting No:	4 of 2011 - 12
Members Present:	Mr. H A Sayeed, President Mr. R Sivadas, Vice President, Mr. Jayraman Nair, Secretary Mr. T S Ramesh, Treasurer Committee Members Mr. Kanakaraja Visweswaran , Mr. T.V. Sundaram Mr. J R Subramanian, Ms. Renu Maheswari, Ms. Srividya Balaji, Ms. Ketaki Date Mr Madhavan G, Ms. Sangeetha Kumbala,		
Leave of Absence:	None		

- 1. Confirmation of Minutes of last MC meeting** – Confirmed by email on 22nd Dec 2011.
- 2. Status of Capital Accounts –**
 - Shared with all MC members. Discussed capital accounts expense modalities.
 - Decision Taken – To call for an SGM on Feb 12th 2012 to get a vote on approval for certain changes to capex plan regarding electrical assets and security.
- 3. Swimming Pool**
 - Decision taken – Go ahead with capex project for relaying of worn out tiles and to look at any other repair work to be done along with this capex project for swimming pool infrastructure.
- 4. Contract with Facilities Manager –**
 - Discussed the need for a new contract to be put in place for facility management. MC was notified that a full fledged signed contract is not currently in place with CBRE for facilities management. Only a letter of intent is in place.
 - Decision taken – to get a quote & SOP which is mutually agreeable from CBRE with terms and conditions to be highlighted and work towards putting a signed contract in place effective 1st April 2012.
 - Mr Kanakaraja Visweswaran (MC Member) raised and issue about contract renewal/ fresh contract with facility manager also to be an SGM item. This was not agreed upon by MC.
- 5. AMC with KONE Elevators -**
 - Terms of KONE AMC renewal ratified.

With no further issues on to be discussed meeting declared closed.

For TAOA MC

Jayaraman Nair
Hon. Secretary TAOA MC