

# 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:	Jul 8th, 2012	Venue:	Pavillion
Start Time:	11:00 A M	End Time:	01:00 P M
Date of Issue:	Jul 2012	Meeting No:	7 of 2011 - 12
Members Present:	Mr. H A Sayeed, President, Mr. R Sivadas, Vice President, Mr. Jayraman Nair, Secretary Mr. T S Ramesh, Treasurer <b>Committee Members</b> , Ms. Srividya Balaji, Jaya Unnikrishnan, Mr. J R Subramanian, Mr Madhavan G, Mr. Kanakaraja Visweswaran		
Leave of Absence:	Ms. Ketaki Date, Mr. T.V. Sundaram, Sangeetha Kumbhala, Renu Maheswari		

1. **Confirmation of Minutes of last MC meeting** – Confirmed by email on 20 Jun 2012.
2. **Lifts** – President informed the MC that C block repair work as per capex project approved has been completed. N Block work contract can be given to same vendor as C block work is satisfactory.
  - a. **Decision taken** -N block work order to be released.
3. **Civil works** inside apartments – Secretary brought to the attention of the MC of increased number of civil works being taken up inside apartments. The number of cases were violation of guidelines (copy of which is provided to owner & contractor during the approval process itself) is reported is high. Secretary requested MC members to suggest ideas to improve adherence to guidelines.
  - a. **Decision taken** – To take a caution deposit upfront of Rs 10,000/- during the approval process itself and deduct penalty and actual cost of fixing damage / cleaning up if any from the deposit in case of violations.
4. **Capex Projects for 2012-13** - MC members have been requested to list out potential capex projects which can be studied and presented to the general body during the AGM planned for Sept 2012. Some suggestions have come in. MC members will discuss online and come up with a prioritised list with indicative budgets.
  - a. Members of TAOA are requested to send in their suggestions if any for potential capex projects via the TAOA website <http://chennaiatrium.tripod.com/home.htm>). Also place indicate your availability to help the MC with the execution of the capex project if it is approved.
5. **DG Procurement** – Cheque for payment of advance as per agreement has been handed over to the vendor.

6. **Security** – Vice President informed the MC about

- a. Clause regarding payment for a day off (with reliever) to be renegotiated with Evergreen.
- b. Additional access cards ordered. Auditing of boom barrier work completed.
- c. E block store room to be locked and standard operating procedure to be put in place.
- d. **Decision taken** – to restart the process of locking all terrace doors at 9PM each night.

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

For TAOA MC

Jayaraman Nair

Hon. Secretary TAOA MC