

The Atrium Owners Association

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

Minutes of the meeting of the Managing Committee

Date of Meeting:	July 11, 2009	Venue:	Child Care Centre
Start Time:	11:00 A M	End Time:	13:00 P M
Date of Issue:	July 20, 2009	Meeting No:	10 of 2008-09
Members Present:	Mr K V Menon, President Mr S Krishnan, Treasurer Mr Karthik Kumar, Secretary Ms Vidya Ramesh, Committee Member Mr Lalitha Sankaran, Committee Member Ms Uma Kiran, Committee Member Ms Beena Manivannan, Committee Member		
Leave of Absence:	-		
Absent:	Ms Pooja Jain, Vice President, Ms Srividhya Sudhakar, Committee Member		

- 1) The President chaired the meeting and called the meeting to order.
- 2) The Minutes of Meeting # 8 of 2008-09 held on April 11, 2009 were adopted.
- 3) Actions taken on matters discussed in previous meeting

- a) CBRE agreement: CBRE has sought renewal of their contract on the same commercial terms as per the previous year. The MC approved the renewal of the contract.
- b) Replacement of furniture in the pavilion: Ms Manivannan reported that it had been previously decided to seal the upper area of The Pavilion to prevent pigeons entering The Pavilion. Quotations had been received for it but no decision had been taken. The Secretary acknowledged that he had forgotten to circulate the quotations. In the ensuing discussion it was decided that covering the upper areas of The Pavilion with netting would be preferable to sealing. Ms Manivannan was requested to explore this option also.
- c) Fixing the Jacuzzi: The Jacuzzi has been made operational.
- d) Fiscal Policy and Road Map: The draft of the byelaws proposed to be changed had been circulated. Since the changes being proposed are not substantive and the AGM dates close by, it has been decided to shelve the plans to hold an SGM.
- e) Monsoon proofing the Atrium: Cost estimates had been obtained for the various activities to be taken up. It was decided that for the moment the terrace water run-off be diverted to the Rain Water Harvesting pits. It was decided not to pursue the other activities since the cost of the other activities was disproportionally high higher than the anticipated benefits. The Secretary was asked to prepare a white paper on this subject and circulate to all members.

Action by

Secretary

Ms B Manivannan

Secretary

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- f) Update on Billing process: CBRE is providing details of the share of its monthly fees attributable to each apartment. This substantively addresses the issue raised by Mr Sambrani (F 301).
- 4) Treasurer's Report:
- a) Mr Krishnan reported that the audit has been completed and that he expected the auditors to provide the audit report before the end of July. Treasurer
 - b) The Secretary reported that the V3F's provided by Alfa have not yet been returned. The MC asked the Secretary to write to Alfa about the matter putting the onus of collection on Alfa after settling the dues to the Association. Secretary
 - c) Committee members were requested to develop a budget plan for their portfolios for the ensuing financial year. All members
- 5) Annual General Meeting
- a) It was agreed that tentatively the AGM should be schedule for late August/early September. Exact dates would be finalised based on receiving the Audit report.
 - b) A sub-committee meeting was decided to be held to determine if any constitutional changes were to be recommended. Secretary
- 6) Capex approvals
- The following expenses were approved:
- a) Repair of terrace in B Block and roofing in The Pavilion
 - b) Repairs in the expansion joints which had not been completed previously
 - c) Connecting the terrace water run-off pipes to the nearest RWH pits during monsoon
 - d) Refurbishment of the children's playground in N block as previously discussed
- 7) Salaries to staff
- Salary raises for Mr Prabhakar and Mr Vijayan were discussed and it was decided that their remunerations would be raised by Rs 1,000 and Rs 2,000 per month, retrospectively from April 1, 2009. It was also decided that Mr Vijayan and his family be covered by a medical insurance policy to be paid for by the Association. Treasurer
- 8) Other significant issues
- a) Mr Madhavan Guruswamy has resigned from the Managing Committee to pursue his professional interests. The Managing Committee accepted his resignation and place on record its appreciation for his dedication and contribution to the Association's affairs.

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b) Ms Lalitha Sankaran informed the committee that AirTel was proposing a change in the billing system. She was requested to investigate the implications and decide on the matter.	Ms L Sankaran
c) Ms Manivannan informed the committee that gardeners were erratic in their attendance. She was asked to take up the matter with the Facility Manager. She also wanted a budget of Rs 15,000/- to put up sculptures in the lawn. The committee felt that sculptures in the lawn would detract its appeal.	Ms B Manivannan
d) A number of security issues were raised. It was decided that Ms Lalitha Sankaran and the Secretary would discuss the matter with the Facility Manager and take appropriate action to reinforce the need to follow process diligently.	Ms L Sankaran
e) It was decided to investigate	
i) whether the pillars in the basement could have a rubber cladding to prevent damage to vehicles	Secretary
ii) provide a back-rest to benches in public areas	

There being no other matter to discuss, The President declared the meeting closed.



Karthik Kumar
Hon Secretary