

# AIRPORT CITY FLAT OWNER'S ASSOCIATION

238/126/3, JESSORE ROAD  
KOLKATA-700 081



Ref. No. ....

(Resolution of AGM-2020-21)

Date .....

Ref. No. ....ACFOA/AGM/2021

Date: 20th June 2021

## MINUTES OF THE 11th ANNUAL GENERAL MEETING HELD ON 20/06/2021

11<sup>th</sup> Annual General Meeting (AGM) of ACFOA was held on 20<sup>th</sup> June 2021 from 6:30 PM onwards in Block-7 parking area. The meeting was presided over by President, ACFOA.

The agenda fixed for discussion in the meeting were as given below:

- Welcome address by Hon'ble President, ACFOA.
- Presentation of Annual Report for the year 2020-21 by hon'ble Secretary, ACFOA.
- Presentation of Accounts for the year 2020-21 by hon'ble Treasurer, ACFOA.
- Formation of new committee for the year 2021-22
- Selection of Convener for Airport City Resident's Club for the year 2021-22
- Selection of President, Secretary & Treasurer of Durga Puja and Kali Puja Committee for the year 2021-22.
- Miscellaneous
- Vote of Thanks

1. **Welcome address by President, ACFOA:** Just before commencement of the AGM, flat owners or their representatives present in the meeting were provided with a copy of the Annual Report 2020-21 of ACFOA.

President, ACFOA commenced his address by welcoming all members to the 11th AGM and observing one minute silence in the respect of departed souls.



He also thanked all members and residents for their presence. He proudly announced that our society continues to thrive and achieve its goal of selflessly delivering various services to our residents and stated that last year has been a very successful year in spite of Covid restrictions. This would not have been possible without the hard work and perseverance of our committee members and volunteers, all of them have contributed their time and skills to improve and sustain our society.

He expressed his sincere gratitude towards all flat owners for supporting ACFOA whole heartedly during the entire period, briefly touched upon Covid-19 situation challenges and how in house volunteers responded to these challenges. He mentioned about this year's Durga Puja committee for the first time has made all the statutory documents submission through online and received permission online as well, ours is the only residential complex to have received such permission in this locality. This was only possible due to hard work and constant follow ups by Durga Puja President and Secretary during this difficult time. Successful Covid vaccination camp was also organised by our volunteers, more than 300 individuals including some outside residents have been benefitted from this drive.

President, ACFOA also recommended quality review of ACFOA accounts including Durga Puja accounts, next committee may look into the same (Refer page number 12 of the Annual Report 2020-21 signature block).

The president then invited Hon'ble Secretary, ACFOA to present the Annual Report of ACFOA for the year 2020-21.



## 2. Submission of Annual Report for the year 2020-21:

Hon'ble Secretary Mr. H N Mishra presented the Annual Report, a copy of which along with account statement was distributed to the all flat owners present at the meeting. He expressed his sincere gratitude towards all flat owners for supporting ACFOA whole heartedly during his tenure. Among many other highlights he mentioned that the maintenance charges for the FY 21-22 would remain same as the maintenance charge of the last Financial Year (FY). Penalty for late payment of maintenance charges will also remain same as it was in last FY.

Then the session was opened for discussion and final approval.

Mr. H. Deori of Block 11, Flat B2, raised a query about the late fine structure. He suggested that late fine structure should be kept unchanged to avoid changes in software module used for this purpose. His views were well received. It was assured by hon'ble Secretary that late fine structure would remain unchanged.

## Placement and Acceptance of ACFOA Annual Accounts 2020-21:

Hon'ble Treasurer Mr. S M Umar presented the 'Receipts and Payment' section of the report along with the account statement. He explained each and every accounts head thoroughly. Also he mentioned that preparation of Income and Expenditure accounts along with the balance sheet is still in progress and delayed due to unavailability of auditor due to pandemic situation. This data will be made available on a later date.

Then he invited questions or query for clarification on it. He also clarified few of the observations raised by the Auditor. One of the important observation is related to TDS deduction, which future committee may look into.

After completion of entire analysis over the annual accounts 2020-21, it was passed by the General Body unanimously. Accounts of Durga Puja, Kali Puja, Saraswati Puja and Club were also accepted and passed by the general body / house. House accepted



Durga Puja accounts based on a submission from one of our resident Mr. Samir Baran Saha of Block 4 Flat A 3 to resolve the Durga Puja account issue amicably and he also suggested that an acceptance by the Durga Puja Treasurer about high value transactions made by her in cash as she was not aware of the consequences should have resolved this issue long back. However, Durga Puja President and Secretary are not in agreement with this decision and have not signed the Durga puja accounts yet. The new committee to look into the same.

**3. The new Executive Committee / Governing Body Members for ACFOA for the year 2021-2022 are as follows:**

President	: Ms. Paromita Guha Roy
Vice President	: Mr. Dipankar Dey
Secretary	: Mr. Dulal Saha
Treasurer	: Mr. Animesh Kumar Mukherjee
Assistant Secretary	: Mr. Sanjit Patra
	: Mrs. Pragati Mahapatra
Assistant Treasurer	: Mr. Herembar Deori

**Executive Members of ACFOA are:**

Dr. Tapti Sengupta  
Ms. Amila Poddar,  
Mr. Abhishek Mukherjee,  
Mrs. Juthika Saha,  
Mrs. Shikha Gupta,  
Mr. Akash Gupta,  
Mrs. Sweta Kumari,  
Mr. Jagan Gouda.



**4. Club Convener and Members 2021-22:**  
Convener: Mr. Dipankar Dey

(Any other willing flat owner/ resident may associate after obtaining consent of the convener).

**5. Formation of Durga Puja committee for the year 2021:**

Following residents constitute Durgapuja Committee of ACFOA for the year 2021:

President: Mrs. Paromita Guha Roy  
Secretary: Mrs. Sharmila Saha  
Assistant Secretary: Ms. Amila Poddar.  
Treasurer: Mr. Supratik Saha

The above mentioned Durga Puja committee members may co-opt or form various sub-committees depending upon the requirement to facilitate greater inclusion and active participation of flat owners / residents in Durga puja related activities.

**6. Formation of Kali Puja Committee for the year 2021 is as follows:**

Following residents constitute Kali Puja Committee of ACFOA for the year 2021:

President : Mrs. Juthika Saha,  
Secretary : Mrs. Shikha Gupta,  
Asst. Secretary : Mrs. Rumpa Patra  
Treasurer : Mrs. Anindita Guha Roy,  
Asst. Treasurer : Mrs. Mousumi Gupta

The above mentioned Kali Puja committee members may co-opt or form various sub-committees depending upon the requirement to facilitate greater inclusion and active participation of flat owners / residents in Kali puja related activities.

**7. Following resolutions were passed in the AGM:**

7.1. Disrespect to any resident: Use of filthy and derogatory language, gestures, sign or body language derogatory and aggressive in nature by any Committee Member - should be a clause for termination from Committee / ineligible to be a committee member in ACFOA for a specific period.



7.2. Allocation of funds for legal expenses: Like previous year, this year also Rs. 1. 5 lakh be allocated to meet legal expenses. This must continue every year.

7.3. Registration of Association (ACFOA) – The vendor to be pursued for registration of ACFOA.

7.4. Reminders to Defaulters of Maintenance Charges: Committee is required to issue reminders to those who are defaulters in paying maintenance charges and take legal action as required.

7.5 Purchase of a new Computer system for ACFOA accounts: To be purchased.

7.6. Colour wash/Painting of blocks of housing society and repair/colour wash of Mandir: Paint Company Akzo Nobel (formerly ICI paints) has been selected and order has been placed with the applicator of Akzo Nobel. However, the colour wash is on hold and postponed till 30<sup>th</sup> June 2021 due to pandemic and concern raise by few members of the subcommittee and residents. The new committee can decide on the further course of action whether to continue with Akzo Nobel or start a fresh procedure of vendor selection whichever is in the best interest of Airport City and its residents.

7.7. Installation of CCTV camera in Club room: Two CCTV cameras need be installed in our club room. The new committee to take this up.

7.8. Repair of roof to prevent water accumulation: This action item also needs to be taken up by the new committee for all blocks before further damage to the roofs.

7.9: Provision of Mobile Phone to Security Personnel: A mobile phone be provided to security personnel at the gate as alternate means of communication because BSNL Telephone mostly remains unserviceable, new committee may like to pursue this.

### **New Resolutions**

7.10: Payment facility: Google pay / UPI ID to be created as add on option for easy receipt of all ACFOA related charges / fees.

7.11: Visitor App Installation (My Gate/ Others): New committee may take up.



7.12: Guidelines for Durga Puja / Kali Puja Accounts/ Expenditure: New committee may prepare guide lines with regard to mode of payments (cash/cheque), limits on withdrawal from bank accounts, setting a higher limits on cash payments for expenditure incurred etc. The same guide lines may be used to review /audit of accounts.

## **8. Depending upon feasibility, following may also be considered:**

8.1. Reservation for women in ACFOA Committee: 50% of seats of committee members should be reserved for women in the ACFOA Committee.

8.2. Installation of better fire alarm: The new committee may like to explore.

8.3. Exploring possibility of alternate escape route during fire: The new committee may like to explore.

8.4. Installation of solar panel: The new committee may like to explore.

## **9. Miscellaneous Question Answer, Query Session:**

Next session was open for discussion and query. Secretary and treasurer requested the General Body to raise their doubts, query if any, on annual report and last year's activity. -Ms. Paromita Guha Roy of Block no 5, Flat no C-4 has received two legal notices from fellow executive members namely Mr. Jayanta Roy Chowdhury of Block no 4, Flat no D-3 and Mr. H N Mishra of Block no 7 Flat no C-4. During the discussion she expressed her willingness to resolve the issue through discussion during the AGM, on this proposal Mr. Jayanta Roy Chowdhury replied " Please speak to my Lawyer". Such instances has never happened before in our society irrespective of all differences, it is suggested that the future committee shall look into this and work towards amicable resolution.



**10. Vote of Thanks:** On conclusion of the AGM, the Hon'ble Secretary highlighted contribution of every executive members and residents. Further he also expressed thanks to Safaiwala / cleaning staff, Security staff and all other service personnel for provision of their uninterrupted services during stressful Covid-19 pandemic. The Secretary further acknowledged that it was never enough to thank the executive members who squeezed out some time from their ever busy and hectic schedule and added value to our society by volunteering. He thanked all present in the house for overwhelming support and continued patronage to the activities of ACFOA.

The meeting ended with vote of thanks to the chair.

Regards,



Capt. Ashim Saha (Retd.)  
President, ACFOA  
(2020-2021)

