

ROYALE RETREAT RESIDENTS' ASSOCIATION

(Registered by the Registrar of Firms & Societies, Faridabad)

Apt. 302, Royal Retreat-I, Charmwood Village, Surajkund, Faridabad-121009

Email: secretary4rrra@gmail.com

Minutes of the Annual General Meeting

Date : April 1, 2018

Time : 9:30 AM

Venue : Royale Retreat Clubhouse

1. Appointment of new team with effect from 1st April 2018.

i) DP Singh	1103 RR2	President
ii) AnuragKalia	102 RR3	Vice President
iii) Sunnanda Panda Mor	302 RR2	General Secretary
iv) Ashok Lahoty	1202 RR1	Treasurer

2. Major work done by committee in the last year

AnuragKalia, General secretary for the 2017-18, explained the work done since take over from the builder on 1st May 2017 till date

ELECTRICALS

- We inherited all the electrical connections in a very adhoc stage and with a lot of jugad arrangements. We actually had to face a lot of difficulty in the first few months. All the electrical connections have been professionally streamlined now.
- All the transformers have been serviced
- All the ht/lt panels are serviced
- The dgs were serviced/ refurbished to best working conditions
- Most of the common area lights have been replaced with led lights. We are please to announce that with optimisation of energy usage we have been able to reduce the common area energy bill from 3.0 lacs pm to about 2.0 lacs pm a saving of rs 12 lacs annually

WATER

- Rr has its own borewellnow. We are getting much better-quality water and we are not dependent on anyone for our water requirement. Apart from that we are saving appx 24 lacs annually in water cost
- Water softener was non functional when we took over. It has been refurbished and made fully operational.
- Water pumps were serviced / refurbished and made operational. We also have one standby for each running pump.
- Water pipes in rr1 (from oh tanks to individual flats) which were badly rusted are getting replaced.

HOUSE KEEPING

- Housekeeping team headed by msvijiraghvan has done the excellent work in streamlining garbage disposal.
- A lot of sign boards were placed all over the complex against the dog pooping in the common area
- A designated area was created for dog poop
- A number of dust bins were placed in the complex
- Fountain in the central lawn was made operational

HORTICULTURE

- Horticulture team headed by radhikaanand have done a wonderful job.
- The complex was not even fully green when we took over.
- Now the rr complex is not only clean & green its really looking beautiful with colorful flowers blooming all over the complex

FESTIVALS

- Festival team headed by nitasha conducted two major festivals of diwali&holi extremely successfully apart from organizing lohri function and flag hoisting on the independence day
- They have really set a very high standard of organizing the festivals in rr complex
- The residents participation in these festivals was also overwhelming

SECURITY

- After initial hiccups with the security agency we were able to appoint sis security (one of the top 3 security companies in India)
- Security team headed by mranupsingh has done a very good job in streamlining the processes in the security.
- Resident stickers are provided for all the resident cars
- All the maids, servants & drivers are given the ids for working in rr complex
- Cctv cameras are made operational
- Intercoms are made operational

LIFTS REFURBISHMENT IN RR1

- All the 3 lifts have been refurbished. Although it has taken more time than it should have, but all the 3 lifts are now working safely
- There are some minor improvement still required to be done which we feel should be complete in the month of april

LEGAL CASE

- We have initiated a legal case against the builder for recovering our dues .
- It may be a long drawn battle but we shall definitely get our money back

PROCESSES DEVELOPED.

- I would like to invite Sunnanda to elaborate the processes developed for accounting & purchase

THINGS WE COULD NOT UNDERTAKE

GYM

- UPGRADATION OF THE GYM COULD NOT BE UNDERTAKEN AS OTHER MORE CRITICAL AREAS NEEDED IMMEDIATE ATTENTION OF rrras .
- HOWEVER WE HAVE HOPE, NEW TEAM WILL BE ABLE TO UNDERTAKE MODIFICATION OF GYM IN THE COMING YEAR

PLUMBERS

- WE HAVE STRUGGLED TO GET A GOOD PLUMBERS FOR RR COMPLEX FOR GOOD PART OF THE YEAR
- AFTER A LOT OF WORK WE ARE ABLE TO GET ATLEAST ONE GOOD PLUMBER AND EXPECT TO ADD TWO MORE WHO CAN COME UPTO THE RESIDENTS EXPECTATION.

WE HAVE TO ALSO THANK THE FOLLOWING PEOPLE

- MR SS SANDHU & MR RANJAN GARG FOR BEING THE MENTORS AND FOR THEIR CONTINUOUS SUPPORT

- MR SURANDRA DAGA, HEMANT KHANNA & MR BANSAL FOR THEIR UNTIRING SUPPORT IN THE PURCHASE PROCESS
- MR ASHOK LAHOTY FOR HIS SUPPORT FOR THE ACCOUNTS DEPARTMENT
- MR D P SINGH FOR HIS LEGAL SUPPORT


3. Major Processes put in place for RRRA


Sunnanda Mor, Treasurer for the year 2017-18 listed out the processes in RRRA


- Biometric vs. manual attendance
- Indenting/ purchase/ Accounts process
- Vendor management – LOI, Manpower change with email, mandatory Adhaar for all staff, etc.
- Capping Imprest funds, thus capping cash expenses
- All payments and receipts through cheques only
- GST registration and GST compliance

4. To approve the increase in maintenance funds to collected for 2018-19

AnuragKalia explained the general budget for the financial year 2018-19 and it was proposed that the maintenance charges increased by 5% for the billing cycle from 1st April, 2018 to 30th September, 2018.


Ashok Kumar Baliyan
President


AnuragKalia
General Secretary


Sunanda Panda Mor
Treasurer

RR2-104

RR3-102

RR2-302

1.	RANJAN GARG	901	RR-2	<u>garg</u>
2.	ANURAG KALIA	102	RR-3	<u>Mr. Anurag Kalia</u>
3.	LUNNANDA MOR	302	RR2	<u>Lunnanda Mor</u>
4.	D. P. Singh	1103	RR-2	<u>DP Singh</u>
5.	SHAILESH MOR	302	RR2	<u>Shailesh Mor</u>
6.	S. C. Joshi	302	R/R3	<u>S. C. Joshi</u>
7.	VIVEK K. GUPTA	204	RR2	<u>Vivek K. Gupta</u>
8.	V. KRISHNAN	603	RR1	<u>V. Krishnan</u>
9.	V. R. RAGHAVAN	704	RR1	<u>V. R. Raghavan</u>
10.	Radhika Anand	502	RR1	<u>Radhika Anand</u>
11.	Sreela Chakravarti	1003	RR II	<u>S. Chakravarti</u>
12.	Rangan Chakravarti	1003	RR-1	<u>Rangan Chakravarti</u>
13.	Vinay Gupta	1002	RR-2	<u>Vinay Gupta</u>
14.	Sharat Anand	502	RR1	<u>Sharat Anand</u>
15.	Dr. B. K. Damesan	303	RR II	<u>Dr. B. K. Damesan</u>
16.	Dr. S. Damesan	303	RR1	<u>Dr. S. Damesan</u>
17.	Vikram Tanega	102	RR II	<u>Vikram Tanega</u>
18.	Ashok Jain	703	RR-2	<u>Ashok Jain</u>
19.	Gurta Kalie	102	RR-3	<u>Gurta Kalie</u>
20.	Nupur Madhar	502	RR-2	<u>Nupur Madhar</u>
21.	Chandra Ramesh	303	RR-1	<u>Chandra Ramesh</u>
22.	Balbir S. Chawla	403	RR3	<u>Balbir S. Chawla</u>
23.	Smita Gupta	701	RR1	<u>Smita Gupta</u>
CHAIRMAN'S INITIALS				
24.	Ajay Bhat	504	RR3	<u>Ajay Bhat</u>
25.	ASHOK TACKER	801	RR1	<u>Ashok Tacker</u>

26	Jyoti Harwa	1102	RR-2	Jyoti
27	Shekhar Gupta	701	RR-1	Shekhar
28	Lalit Maheshwari	803	RR-2	Lalit
29	A.K. Balyan	104	RR 2	A.K. Balyan
30	Rachna Maheshwari	803	R.R. 2	Rachna
31	Renu Balyan	104	RR II	R Balyan
32	Madhur Madhan	502	RR II	Madhur
33	ANUP SINGH			ANUP
34	Anja Lahoty	1101	RR I	Anja
35	Manpreet	1201	RR I.	Manpreet
		1101	RR I	Manpreet
36	Rajiv Jain	702	RR 3	Rajiv
37	Sajal Daga	704	RR-2	Sajal
38	Harshv. Bagaria	1001	RR 2	Harshv.
39	Rajni	801	RR I	Rajni

CHAIRMAN'S
INITIALS