



# ROYALE RETREAT RESIDENTS ASSOCIATION

(Regn. No. HR 019 2016 1377)

## Minutes of 2<sup>nd</sup> EC Meeting held on 05.11.2025

### Attended by:

Sajal Daga  
Vinay Gupta  
Sanjeev Lohia  
Bina Jain  
Ashok Lahoty  
Amit Mishra  
Kajal Shawl  
Nitasha Gupta  
Suditi Rao  
V.K. Mehta  
Ragini Chandrashekhar – attended online

### Minutes:

#### 1. Confirmation of Minutes of 1<sup>st</sup> Meeting on 30.09.25

The Minutes were confirmed.

Ms Nitasha pointed out that Ms Ragini's was against the idea of complimentary coupons for the Super Sr residents and the same was not recorded in minutes. Kajal also mentioned that she was against it too. It was pointed out that a dissent would be recorded, if it was specifically asked to be done so. The draft minutes were circulated to all before finalisation and comments, if any, were duly incorporated.

#### 2. ATR (action taken report) on Minutes of 1<sup>st</sup> EC Meeting

##### a. Change of signatories of bank accounts:

Treasurer Ms Bina Jain informed that change had taken place in 2 banks – IDFC & ICICI. The HDFC change would be done in a week's time.

##### b. Diwali Party updates – expenditure, details, attendance, Liquor, Response of Residents, Super Sr. Citizen's complimentary coupon response:

EC placed on record its appreciation for the efforts by the Entertainment committee for the outstanding organisation of Diwali party. The Diwali party had all time highest participation (total 325 entries) – much appreciated by

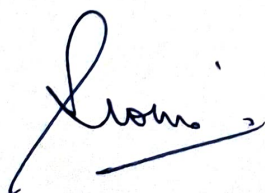
Super Sr. Residents – 43 invites were given personally with an invite letter & 35 had attended. They were absolutely delighted to attend the Diwali Celebrations. This gesture of complimentary invite for them was very widely appreciated. A written acknowledgment of the same by one resident addressed to GS was placed before the EC and was taken on record (copy enclosed as annexure-1). One Jain resident from RR2 also appreciated through WhatsApp on the Family group saying that she could have Diwali dinner for the first time after 15 years. EC also placed on record thanks to sponsors for the prizes for lucky draw and Mementos to RR sports meet organisers.

**c. Subcommittees-Formation update & work done:**

Soon after circulation of minutes of 1st EC meeting on 3.10.25, an appeal on family WhatsApp group was made on 4.10.25 asking for volunteers to contact subcommittee conveners for getting associated with subcommittees. Details of all subcommittees formed with members were placed before the EC (copy enclosed as annexure-2). A meeting with all subcommittee conveners has been held for coordination and orientation purposes.

**RR Website Committee** – Dr Amit Mishra informed that work was going on & likely to be completed by end of December. Website shall have a record of all EC minutes, AGM minutes, directory etc. There shall be a members section in which members shall be able to access all the records through member login id and password.

- d. RECD Charges reimbursement** - Some of the residents had raised the objection as to why the RECD charges are being reimbursed earlier than committed time by previous EC and why the interest for late payment of the same was being reimbursed. GS explained that the decision of earlier EC to collect RECD charges was not in order and was objected to strongly by few residents. Accordingly the earlier EC decided to reimburse these charges in each quarter in four installments wef July to Sept quarter bill. The current EC had only expedited this reimbursement process. Furthermore, since the entire amount of RECD charges was being reimbursed, EC had decided to reimburse the interest amount collected for late payment of these charges on the principle that when the main event falls, the associated events also fall. G.Sec informed that the total interest charges being reimbursed are Rs 616/- for three residents and





disclosed that he is one of the beneficiaries of this decision and accordingly recused himself. Mr Lahoty being another beneficiary also recused himself and requested EC to reconsider if the interest charges should be reimbursed or not. EC, by majority, decided to reimburse the interest charges collected for late payment of RECD charges. Ms Nitasha recorded her **dissent** to this decision.

**3. Procedure for placing work order/purchase order:**

It was decided that for any purchase order to be placed, indent shall be signed by the respective subcommittee convener, quotations from vendors would be obtained, shortlisted, proposed by the Subcommittee Convenor, passed by the purchase committee convener. For the work orders for major works, the convener of the development projects subcommittee shall obtain estimates from likely parties, discussed in the EC for admin approval & then take detailed quotations, process the W.O through E.O with comparative statement and drawings if any, approved by G.Sec and President.

**4. Update on completion of ongoing projects:**

EC placed on record its appreciation for outstanding efforts by convener of Development subcommittee Mr Vinay Gupta for having achieved the mammoth task of completing the pending Main Gate Project as well as the Central Park Fountain well in time before Diwali even in absence of drawings, work order for additional work and other details. EC also placed on record its appreciation for help extended by ex EC member Mr Balbir Singh for completing these projects. It was further informed that – there were still small things to be done in both, which should be complete by December end.

**5. Update on handing over and taking over:**

G.Sec. informed that since the handing over was being done by the Estate Office, and the projects files were not complete in terms of various drawings, variation statements, reasons for variation, measurement sheets etc. It was still not complete and E.O has been asked to complete the records.

**6. Update on current financial position:**

Treasurer Bina Jain informed that the Accounts had been handed over to her only on 3<sup>rd</sup> November, she was still studying them & would be able to give a clear picture in the next EC Meeting. G.Sec informed that after accounting for reimbursement of RECD charges of about 14.33 lakhs and

the expenditure on various projects, namely Gates, Central fountain, and entrance porches in the current financial year, we may be left with only about Rs 20-30 lakhs or so for special repair works etc. However the situation will be clearer after study of accounts in detail and preparation of budget.

**7. 14<sup>th</sup> November Children's Day proposed Event:**

Ms Suditi informed that the event was being planned with limited budget & would be soon posted on the family group.

**8. New Year Party:**

Due to paucity of time, this agenda was not taken up.

**9. Parking Area clearance including disposal of scrap:**

Due to paucity of time, this agenda was not taken up.

**10. Gym & Sports requirement:**

Since we are still to get a clearer position about the funds availability and budget finalisation, it was decided to get the cross trainer repaired for the time being.

**11. Renovation of Staff Toilets:**

EC placed its appreciation on record for Mr S S Sandhu for sponsoring the complete renovation of the staff toilet in RR-1. Since the condition of staff toilets in RR2 and RR3 also demands complete renovation, EC accorded its administrative approval at an approximate total cost of about Rs 1.6 lacs from the RWA funds.

**12. Central Park Fountain Running time:**

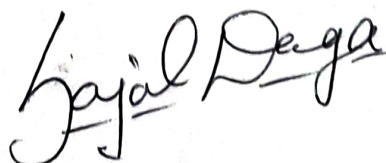
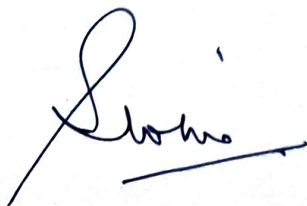
Due to paucity of time, this agenda was not taken up.

**13. Update on Security Issues, incident involving reports by security guards, calling of RWA members late at night:**

Due to paucity of time, this agenda was not taken up.

**14. RR Family Whatsapp group etiquettes:**

The issue of unfortunate acrimonious exchanges of messages on RR family group and WhatsApp group etiquettes for the family group were discussed in detail. It was pointed out this group is meant for important announcements, messages/information, which might be of use to all. Under no circumstances it is meant for personal attacks and acrimonious exchange of messages, which disturbs the peace and harmony of the society. Despite an appeal to refrain from such personal hateful messages, the tirade did not stop and the group had to be suspended for any posts by residents.





Formal complaints by few residents were received for the recent incident on the group which was placed before the EC.

After detailed discussions, it was decided that the RR family group will remain suspended for posting by residents (except admins) till detailed WhatsApp etiquettes are framed and approved in the EC. A committee of Shri VK Mehta and Shri Anurag Kalia has been constituted to frame the detailed etiquettes, do's and don't's for the group.

In order to have a formal process of giving suggestion by any resident, it can be emailed to the estate manager ([estatemanager4rrra@gmail.com](mailto:estatemanager4rrra@gmail.com)) who would acknowledge the email preferably within 48 hours. This would ensure that any formal suggestion(s) made by any resident is properly taken on record and dealt with. If any resident is not familiar with the use of email, then they can send the suggestion on WhatsApp to the estate manager on (+91 98187 56242) who would be compiling all such suggestions received on email/WhatsApp and putting up periodically to the office bearers for n.a.

Complaints relating to regular maintenance, are to be directed at the RR COMPLAINTS group as is being done even now.

**15. Administrative approval for walking track repair, children play area, VC system installation in Meeting Room:**

It was decided to get the walking track repaired and resurfaced as soon as possible.

Children's Play Area is being worked upon.

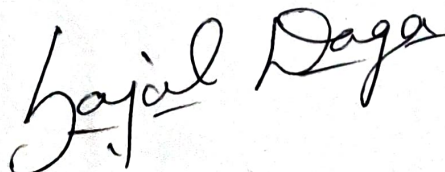
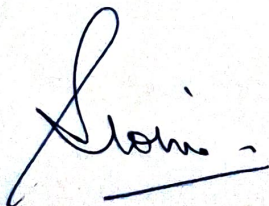
VC system not discussed for want of time.

**16. Maintenance Charges reduction:**

G.Sec informed that this is definitely on the agenda for implementation within the tenure of this EC. This is mainly linked to solar power installation and subsequent reduction in power bills which is presently about Rs 3 lacs per month.

**17. Any other item with the permission of the chair:**


- a. Issue was raised about lobbies renovation work. It was explained that we are working out the clearer financial picture and would be able to



decide upon the timing of this work based on budget availability. Furthermore, this kind of work may also require broader consultation.

- b. G.Sec placed on record the appreciation for the efforts taken by earlier EC for upgradation of RR.
- c. The meeting was concluded with the permission of the chair with a vote of thanks by VP Mr Vinay Gupta.

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15/11/25  
Gen. Secy.



Annexure - 1. (MOM held on Date - 05.11.2025)

The Secretary

Date - 15<sup>th</sup> Oct. 2025

Royale Retreat Residents Association

Surajkund

Faridabad - 121009

Dear Mr. Lohia,

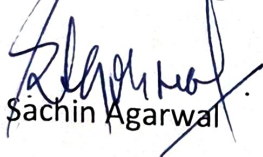
I received the two complimentary passes for this evening's RRRR Diwali celebration and I truly appreciate the thoughtful gesture.

I believe the passes were meant for my parents. Unfortunately, they're currently in Agra, so I'm returning the passes to the Estate Office.

I also want to take a moment to say thank you, it really means a lot that RRRR has taken the time to honour our parents and senior residents in this way. It's such a beautiful thought, and I'm sure it touches many hearts, just as it did mine. I hope we continue celebrating our elders and making them feel special in the years to come.

Wishing you and the entire Royale Retreat family a very joyful and bright  
"Shubh Deepotsav"

Thanks and Regards

  
Sachin Agarwal

1101-RR2



Annexure - 2. (MOM held on dated - 05.11.2025)

RRRA Sub-committees 25-27			
S. No	Name of sub-committee	Convener & co-convener	Members
1	Entertainment	Suditi Rao, Sajal Daga	Shalini agrawal, Ratna Mehta, Sumita Baweja, Samta Mittal, Evita, Rachita Rakyan, Praveen Rao, Sambhav Rakyan
2	Sports and Health	Satish Rakyan, Suditi Rao	Kajal Asma Shawl, Rahul Mehta, Anugrah Sharma, Praveen Rao, Madhav Bansal, Ratna Mehta, Rishika Lahoty, Aaryamann Gupta, Akhil, Raghav Singla
3	Security, IT and Parking	Anand Agrawal	Kunal Bhutani, Praveen Rao, Rahul Mehta, Tushar Chaudhary,
4	Finance	Bina Jain	Ashok Lahoty, Monish Baweja
5	Development Projects & MEP	Vijnay Gupta	Ganapathi, Manila Agrawal, Ganesh Juneja, Shekhar Gupta, Smita Gupta
6	Sustainability & Waste Management	Manila Agrawal	Vinay Gupta, Smita Gupta, Bina Jain, Poonam Lohia, Anju Lahoty
7	Housekeeping & Regular Maintenance	Ganapathi, Poonam Lohia	Ratna Mehta, Bina Jain, Asha Gupta, Vijji Raghavan, Shekhar Gupta
8	Purchase	Ashok Lahoty	Surendra Daga, Vinay Gupta, Bina Jain
9	Pets	Suditi Rao	Arvind Thakur, Evita, Grija Lahoty, Neha Rakyan, Ratna Mehta, Venktesh Narayan, Mehak Mittal, Smita Gupta, Ganapathi
10	Horticulture	Bina Jain	Vijji Raghawan, Smita Gupta, Rachna Maheshwari
11	Website	Dr Amit Mishra	Suditi Rao, Ashok Lahoty
12	Legal	Dr Amit Mishra	Arvind Thakur, Venkatesh Narayan
13	Directory & Sponsorships	Praveen Rao	Anju Lahoty, Smita Gupta
14	Sr Citizen	Pummy	Padma Agrawal, Sumitra, Alka Chopra, Harbani's Mother