

## MINUTES BOOK OF THE

79

E 00 5 00 00

②

JALVAYU VIHAR HOUSE OWNERS WELFARE ASSOCIATIONMINUTES OF BOM MEETING HELD ON 30 JUL 2023 AT 4 PM IN JVV OFFICE

## MEMBERS ATTENDED

1. Sri Gumjadi VenkataSubbaiah	President
2. SmtSwarnaRudraRaju	Vice President
3. Sri T Sateesh	Jt. Secretary, Akash Ganga & Commercial I/C
4. Ex Cpl URK Prasad	Treasurer
5. Capt R Srinivas	Security I/C
6. Sri Kalidindi Ravi Varma	Water & Drainage System I/C
7. Smt E Lakshmi SnehaLatha	Conservancy I/C
8. Smt T Lakshmi Anurupa	Cultural I/C
9. Cdr V Krishnan	Member

Minutes of BOM held on 30 Jul 2023 at 4.00 pm at Board Room.

Members observed two minutes silence in homage to 2 no's passed away in very recently they are

- Sri T. Ramanjaneyulu F/O Sri T Sateesh DU – 208, Joint Secretary
- Sri Yadagiri Swamy F/O Sri K Vivekananda Swamy, Secretary

The following Points were discussed and noted during the course of meeting.

- Ex Cpl URK Prasad, Treasurer explained the system adopted regarding payments as most of the members are new as a Board of Manager.
  - Any Payments to be signed by the concerned Board of Manager.
  - No Payments will be made without knowledge of Treasurer.
  - Akash Ganga booking amount will be collected only after approval of application by the in-charge/Secretary and the President, without approval no amount will be collected.
  - All the Cash payments to be made by 4 pm as the cash will be closed by 4 pm and the day book has to be printed.
  - Cheque must be signed by either President or Secretary and finally the Treasurer after the payment voucher is signed. Without approval no payment will be made.
  - Any Advance paid to any one must receive the bill within a week. Unless bill received no further payment will be made to the concerned person.
  - Only one work to be taken up at a time and maintain the register which are approved by the AGM/ROM or any other work which amounts more than 10000/- with prior approval by the BOM. It is only to avoid complications in accounting for a specific work especially civil works.
  - Advances to employees will be given once in a year (Maximum amount of one month salary) which is to be recommended by the secretary and approved by President.

- i) Water in charge and secretary will be informed by the treasurer the list of Zero water meter readings every month after taking the water meter readings which has to be followed up with concerned DU and do the needful.
  - j) Any dues to the association (other than regular dues like water/maintenance) a Notice/letter has to be written and signed by the secretary or president to the DU s.
  - k) Any proposal which involves payments must be entered in the proposal register by any Board member or Manager of the association and subsequently that must be approved by the President if amount is less than Rs 2500/-. If the amount exceeds Rs 2500/- must be approved by the BOM. Without approval no payment will be made. All these payments must be for a single work, no splitting of work is acceptable.
  - l) ALL the payments must be entered in the proposal register, except routine payments.
2. Staff uniform for the year 2023 sanctioned with a budget of Rs.42000/- approved. ✓
  3. Civil works living of area opp. To DU 112-116-121 block garages area (TypeV) stagnation of rain water rectification to be taken. Removing to Existing Rain canal pipe 4" to be upgraded to 8" as existing pipe outlet is not fulfilling the purpose. Budget Rs 24000/- Approved. ✓
  4. Akash Ganga Main building bath room Doors & Frames to be replaced with UPVC as existing damaged with pipes (cheda). Budget of Rs. 8000/- approved. ✓
  5. Spare sump motors 7.5 HP. 2Nos with not working condition repairs/winding (if necessary) work to be carried out and put in service. Budget of Rs, 11000/- approved.
  6. Independence Day celebrations for the year 2023. The estimated expenses of Rs. 12000/- budget approved. Apart from the decision to be taken at meeting to be held on Saturday (05-08-2023) for fixing of programs/events.
  7. Cleaning of all rain cannels. The estimated budget of Rs.6400/- approved.
  8. Purchase of 2no's Telephone instruments for land line one fixing at security room and another for BOM room of JVV budget of Rs. 2400/- approved.

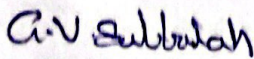
**Points by Sri URK Prasad, treasurer**

9. **Purchase of new Desktop:** Purchase of new Desktop for Accounts tally system. Budget approved for Rs. 30000/- and installation of existing tally Rs. 6000/- also approved.
10. Additional points in the website under member login as per AGM decision. Budget sanctioned as per actual a committee appointed with Sri Kalidindi Ravi Varma and Smt Smt. T Lakshmi Anurupa And one other then BOM member Sri URK Prasad for technical wetting.
11. Letter to be given to GHMC regarding illegal construction carried out by Sri. Kumar Addagutta Society of JVV compound wall near security post (Shivaparvathi gate) as a security measure. A copy of letter by Sri Kumar is to be enclosed with our letter to GHMC.
12. **Regarding Security Contract:** The security contract to be renewal principally agreed for increment of 10% to the present value and increase of man power by additional another guard. The total variation of amount to be work out by Capt R Srinivas and inform to BOM for take further action by BOM. The extension letters from previous Board to be taken up to Aug 2023 for avoid Audit decision.
13. **Street lights are working:** Immediately the BOM has to take decision for ratification.
14. **ID cards to be given for all residents along with owners also.** These points kept pending for further evaluation and frame the system.

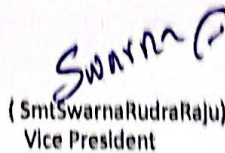
## MINUTES BOOK OF THE

81

15. Trees dropping on to compound wall: For this action to be taken for trees trimming to be done where it will be needed.
16. A tree trimming/cutting branches/removing of trees by the residents directly without the Knowledge of BOM. BOM feels it should be avoided; there is no right to resident's as it stands for greenery of colony.
17. Few places compound wall to be increase A Committee to be appointed for site inspection for identify the location and prepare estimation to BOM for further action.
18. NOC is Incoming /outgoing tenants further the BOM deliberately discussed and the outcome is to give no Dues / NOC for colony left tenants after verification of dues if any and compulsory registration by giving data sheet by in comers.
19. Restriction boards to be renewed/ repainted: Agreed by BOM to take necessary steps.
20. Stay dogs issue: - Identify the feeding locations and to be informing to residents.
21. Unauthorised vehicle parking to be checked: Aneed and vehicle (4wheelers & 2 wheelers ) passes to be given for balance vehicles as an Initial step.
22. CC Cameras:- Point kept pending as there is clarification of handed over Notes by the previous board
23. Remaining the service of Sri Ramudu  
Top priority agenda points given by Cdr V Krishnan: - Appendix - A  
Helping hand group: - Appendix - B  
AGM Pending points: - Appendix - C



(G.V. Subbalah)  
President



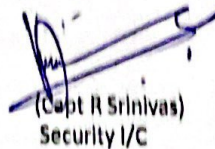
( Smt Swarna Rudra Raju)  
Vice President



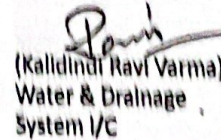
( Sri T Sateesh)  
Jt. Secretary, Akash Gang  
& Commercial I/C



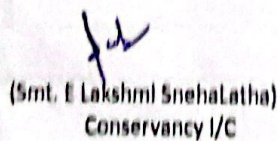
(Ex Cpt URK Prasad)  
Treasurer



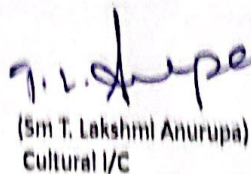
(Capt R Srinivas)  
Security I/C



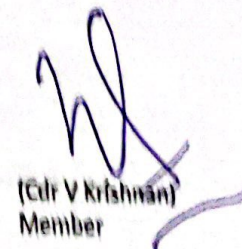
(Kalidindi Ravi Varma)  
Water & Drainage  
System I/C



(Smt. E Lakshmi Sneha Latha)  
Conservancy I/C



(Smt T. Lakshmi Anurupa)  
Cultural I/C



(Cdr V Krishnan)  
Member

Appendix - A

Date: 30-07-2023

TOP PRIORITY AGENDA FOR BOM

1. KEEP JVV CLEAN:

- a. DO NOT compromise on cleanliness and upkeep of JVV.
- b. Clear garbage from all corners of JVV immediately.
- c. Allocate areas of responsibilities for the House keeping staff, so that they are accountable.
- d. Maintain a time table for cleaning common areas so that they are regularly cleaned. Make it a process.
- e. Manager to do effective supervision.
- f. BOM to periodically address the house keeping staff and brief them to be proactive, polite and serve with a positive attitude.
- g. BOM to take periodic and frequent rounds, note down the actionable and direct the staff.
- h. Make a clear policy guideline on waste disposal. DUs to be informed to dispose of their waste material responsibly and do not dump them on the common areas.
- i. Un-used Construction materials not to remain dumped for a long time. Impose penalties for those violating this norm.
- j. Put up awareness posters in various parts of JVV towards maintaining cleanliness. E.g.

KEEP JVV CLEAN

What is the point of your education, if you still throw garbage on streets to be ultimately picked up by an uneducated person!

2. Drainage clearance:

- a. Nominate a dedicated person for routine inspection and to clear the drainage.
- b. Drain clearance should be a proactive, routine activity and not based on the complaints by DUs.
- c. Expenses towards drain clearance should be borne by the Association.

3. HELPING HAND GROUP: Create a dedicated group for helping elderly residents who needs immediate help especially when they are sick and staying alone. Create a WhatsApp group along with volunteers.

4. Maintenance of Children play area / Skating rink / Badminton court:

Take up immediate repair / replacement and maintenance of children play area

5. Plan for Gardening / Landscaping / Beautification of common areas.

- a. If we do not do, they will be encroached.
- b. Interested volunteers be enlisted in this activity.

6. Parking of vehicles:

- a. Regulate roadside parking of vehicles. First inform the defaulters and then impose a fine.

7. Plan for a Pedestrian path way from DU 330/ 284 up to JVV bus-stop with GHMC help.

Appendix - B

Date: 30.07.2023

CIRCULAR ON LAUNCHING OF JVV HELPING HANDS WHATSAPP COMMUNITY

Hi everyone! The JVV Helping Hands WhatsApp community has been launched for JVV residents to interact and get important announcements during medical emergency needs of the members especially the elderly members and those who are staying alone. The service is purely voluntary and by those who wants to give back to the society.

We have separate groups for **Members** and **Volunteers** under the JVV HH community.

Those residents who want to become members and those who would like to become volunteers can forward their names and WhatsApp numbers to the JVV office.

**Members:**

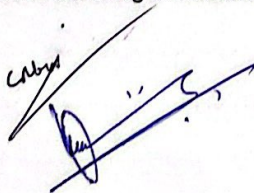
- Members can seek help by describing the nature of help required in an emergency, especially medical emergency on the **JVV HH Members WhatsApp group**.
- Members should provide basic information like their name, age, address, and phone numbers of immediate family members who can be contacted in an emergency.

**Volunteers:**

- Volunteers are those who have willingness to use their own resources to help others in an emergency.
- Volunteers can indicate if they can provide transportation support during medical emergency.
- **Doctor Volunteers** can indicate whether they are qualified and willing to provide emergency first-aid help.
- Volunteers will be assigned for a task as and when required on the **JVV HH Volunteers group**.
- Volunteers should provide basic information like their name, address, and phone numbers

**Communication Protocol:**

Community members are requested to restrict their posts only to seek and give emergency help and not to post any messages of political, religious nature and good morning messages which clutter the communication and defeat the main purpose of the community. Those members violating this norm will be deleted from the group without any warning.



Ar. Subbaram  
Dand  
T. S. S.

Appendix - C

Date: 30-07-2023

### AGM PENDING POINTS

1. Formation of Sub Committee for Income Tax Dues to solve the IT issue at the earliest.
2. Intimation letter to internal auditors to carry out the internal Audit for the year 2023-2024 and begin with first quarter audit.
3. Intimation letter to External Auditor for Continuation of Audit for the year 2023-2024 mentioning the remuneration.
4. Formation of Subcommittee for Parking of Cars for Type III-H and Type II&III with representatives from those type Members along with one Board Member. The committee should identify the space and also mark with DU Number. Only one car for one DU. Report should be submitted to the BOM within a period of 15 days along with drawings.
5. Formation of Subcommittee for Parking space for Akash Ganga with representatives from the resident Members along with one Board Member. Identify the open spaces in an around the Akash Ganga and also elsewhere in the colony where parking space is available to accommodate a greater number of two wheelers and four wheelers for functions. All the spaces marked for Akash Ganga to be protected. Identify the spaces and give the report to the BOM within 45 days along with location drawings.
6. Formation of Sub Committee for Byelaws with a specified time frame. One or two Members from each type of DU, Message to be sent to all type of DU s for volunteers with cutoff date. If a greater number of members volunteers select one or two members by way of Draw in presence of volunteers.
7. Restoration of CCTV Cameras as per approval of AGM.
8. Purchase of 100 Chairs for Akash Ganga as approved by AGM.
9. Letter to Club House Volunteers as per the AGM Minutes dated 09 Jul 2023. Terms of reference to be given in writing by the president to the committee. Committee should be informed report to be submitted within a specified time frame.
10. Preparation of Telephone Directory.
11. Action on Illegal Constructions and Encroachments as per the ROM decision dated 29 Jan 2023.
12. Apportioned Land Issue to be taken up with AFNHB.
13. Yearly Cleaning of Sumps Overhead Tanks.
14. Dump Yard Entrance as per the ROM decision Dated 08 Jan 2023.
15. Painting of Overhead Tanks, Sumps Office Building, Grills, Gates and other facilities of Entire Colony.
16. Repair and painting of Children Parks.
17. Feasibility of Solar panels for Akash Ganga.

*CM*  
Please mention  
dates on App. ABC too

*A.V. Subbrudiah*  
*Smt*  
*S. Suresh*