

## Pruthvi Enclave Co-operative Housing Society Ltd

(REGN. NO. BOM / [W-R] / HSG / TC / 10904 / 2000 - 2001)

CTS No. 170, Survey No. 110 (Part), Khatau Mill Compound, W. E. Highway, Borivali (E), Mumbai - 400 066

Ref: PE/M/23-24/06/70  
Draft Minutes of the meeting

Date: 11/06/2023

Draft Minutes of the 23rd Annual General Body Meeting of "Pruthvi Enclave Co-operative Housing Society Ltd." held on Sunday, September 25, 2022, at 08:00 p.m. at the backside corner of the "E" wing open area to transact the following business as per Agenda:

As per the attendance register, 57 members were present in total. The meeting was rescheduled at 08:30 p.m., as the required quorum for the meeting was not available at 08:00 p.m.

### Agenda No. 01: To call the meeting to order.

Mr. Avinash Padwankar informed members that the quorum is available for the meeting.

Mr. Sandeep Pable welcome all present members. He apprised new committee have done wonderful work since it came on board. Which will be presented to all in the form of presentation for their better understanding.

1. **Pre-monsoon Readiness:** All drainage lines in the society have been cleaned before start of rain.
2. **Sewerage Work Completion:** This was the major task, which was successfully completed with the help/support from all the society members.
3. **Introduction of MyGate Application:** As per the security concerns, society has introduced MyGate Application, which requires the prior permission of flat owners to allow visitors to enter the premises.
4. **Scrap Removal:** The scrap material lying in every nook and cranny of the society including the terrace has successfully removed.
5. **New Computer System:** Society has purchased a new computer system for office use.
6. **Water issues:** Serious water issue almost for all the wings was successfully resolved.
7. **Committee training:** It is mandatory as per the MCS Act, conducted by the Maharashtra Raja Sahakari Sanga Pune. All the committee members have attended & got facelifted with the certificate.
8. **PEST Control AMC:** Issued a pest control AMC
9. **Cultural & Festival celebrations:** Celebrated successfully in society.

- Cultural Functions such as 15<sup>th</sup> August, 26<sup>th</sup> Jan Etc.
- Festival celebration such as Ganesh Festival, Navratri Festival, Christmas Festival Etc.

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**Resolution No.1:** Mr. Nitin Keny (Hon. Chairman) appreciated the efforts from all the committee members & thanks society members for their continuous support. He requests to start the meeting as per scheduled.

**Proposed By:** Mr. Mukund Gandhi  
**Seconded By:** Mr. Ashok Malkar  
**Passed Unanimously.**

**Agenda No.02: To read and confirm the Minutes of the last Annual General Body meeting held on 20th March 2022.**

The draft minutes of the Last Annual General Body circulated to all society members of well in advance. As no corrections/Objections received from any of the society members towards the minutes of meeting, draft minutes was taken forward for approval by the members of society.

**Resolution no.2:** The draft minutes was approved & adopted by the members of the society for the Last Annual General Body Meeting held on 20-03-2022.

**Proposed By:** Mr. Mukund Gandhi  
**Seconded By:** Mr. Ashok Malkar  
**Passed Unanimously.**

**Agenda No. 3: To consider and adopt the Audited Accounts i.e. Balance Sheet, Income & Expenditure Account together with the Auditors' Report for the financial year ended 31st March 2022.**

It was observed that after distribution of the agenda and notice to the members, within 7 days, members have to submit their queries in a written application. In contrast, society has received no such requests. Therefore, Mr. Avinash Padwankar appeals to consider the audit report with the balance sheet, income, and expenditure accounts & it was approve.

**Resolution No.3:** The Audited Income & Expenditure Account and Balance sheet for the year ending 31 March 2022, along with the Audited Report. It has approved and adopted.

**Proposed By:** Mr. Koustubh Situt  
**Seconded By:** Mr. Santosh Khatale  
**Passed Unanimously.**

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### Agenda No. 4: To consider and approve the appointment of the Statutory Auditors of the Society from the panel approved by State Government for the financial year 2022-2023.

Mr. Avinash Padwankar informed the members that the present statutory auditor, Mr. Sanjay Singh, has completed his three years of auditing tenure and this is his last year, so as per rules society has to appoint a new auditor.

Mr. Avinash Padwankar requested general body to allow existing managing committee to appoint a statutory auditor in their managing committee meeting.

**Resolution No.4:** The General Body authorized the Managing Committee members to appoint the statutory auditor for the next financial year 2022-2023 in their monthly Managing Committee meeting.

**Proposed By:** Mr. Rajendra Rasal

**Seconded By:** Mr. Milind Satam

**Passed Unanimously.**

### Agenda No.5: To approve transfer of Flats, this took place during the financial year ended March 31, 2022 and admits them as Members of the Society.

Mr. Sandeep Pable read out the names of the new members in accordance with the instrument submitted to the society, whose names were transferred.

The society welcomed the following new members:

| Sr.No. | Flat No. | Old Member Name (Transferor)                         | New Member Name (Transferee)                   | Remark        |
|--------|----------|------------------------------------------------------|------------------------------------------------|---------------|
| 1      | B-101    | Mr. Manohar M. Velankar & Mr. Nilesh M. Velankar     | Nilesh M. Velankar                             | Gift Deed     |
| 2      | B-401    | Mrs. Vasanti P. Negandhi & Pravinchandra M. Negandhi | Hitesh Negandhi & Tejal Negandhi               | Transfer      |
| 3      | C-602    | Purushottam S. Vaze & Pallavi P. Vaze                | Pallavi P. Vaze & Parag P. Vaze                | Released Deed |
| 4      | D-604    | M/S. Pruthvi Builders                                | Mr. Mohanish M. Nirankari & Shila M. Nirankari | Transfer      |
| 5      | E-103    | Kannubhai B. Chauhan & Jagruti K. Chauhan            | Mrs. Manda Shivaji Morde                       | Transfer      |
| 6      | E-502    | Mr. Pundalik Shetty                                  | Mr. Krishna Shetty & Mr. Abhay Shetty          | Gift Deed     |
| 7      | E-503    | Mr. Krishna Shetty                                   | Mr. Uday Shetty                                | Gift Deed     |
| 8      | E-704    | Mrs. Sarla Suresh Malkar                             | Mrs. Varsha R. Thakkar                         | Gift Deed     |

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The managing committee for Mr. Mohinish Nirankari's gave approval, which is not mention in the list. Further as suggested by Mr. Milind Satam present list to ratify.

**Passed Unanimously.**

### **Agenda No.6: To seek approval of the General Body for complete repairs, up-gradation, etc. of "C" and "D" Wing Elevator.**

All the present members were informed that the revamp work for A, B & E wing elevator is already completed & for C & D wing it is in going on. Per wing elevator revamp work will costing Rs.1,75,000/- for which AGM approval is requested. Entire set process was followed before finalizing the vendor for the said work. Society committee have received 3 quotes for this work from which M/S Elecon Elevators quote was found reasonable & as per our expectations.

Mr. Ashit Sheth suggested giving the breakup of the expenses with the description of material, labor, and mechanism. Mr. Sandeep Pable discusses the received quotation in brief with each item. Members suggested that the received quotation will made available for verification at the society office. The committee has verified the scope of work and budget in detail. Estimated budget was accurate and no contingency observed in it. All the information related to this shared with present members.

**Resolution No.6:** It was approved that society can go ahead with the individual expenditure of Rs. 2, 00,000/- for each of the five projects.

**Proposed By:** Mr. Milind Satam

**Seconded By:** Mr. Ajay Acharya

**Passed Unanimously.**

### **Agenda No.7: To seek approval of the general Body to raise Managing committee authority to incur expenses on the repairs & maintenance up to Rs.200,000/- for every single transaction of repairs & maintenance.**

In 14th AGM dated 20th September 2013 approval for repairs & maintenance up to Rs. 2,00,000/- was given only for urgent civil & leakage work. We therefor considering Agenda No - 5 we hereby request to general body to approve repair & maintenance work up to Rs. 2,00,000/- for all types of repairs & maintenance work.

Mr. Ajay Acharya suggested that society should freeze the higher limit of Rs. 2 lakhs for a maximum of five individual projects in one financial year. Members informed committee that the budget, which general Body is approving, is including the unknown expenditure which society can get it done in sanction budget.

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**Resolution No.7:** It was suggested that society should freeze the higher limit of Rs. 2 lakhs for a maximum of five individual projects in one financial year

**Proposed By:** Mr. Milind Satam

**Seconded By:** Mr. Ajay Acharya

**Passed Unanimously.**

**Agenda No.8: To seek approval of the General Body to create a new Fund called "Society Welfare Fund" for the purpose of cultural activities of the Society.**

Mr. Avinash Padwankar updated all the present members that as per the bye-laws collection of cultural funds is strictly restricted. At present society collect going door-to-door fund to celebrate such events/festival in society. It was announced that the society would collect a welfare fund of Rs. 200 to commemorate these events.

As suggested by Mr. Vijay Madhav, as per society bye-law collecting welfare fund is strictly restricted. Further to this society Committee emphasize that the awareness fund is allowed to collect which needs to be reconfirmed again.

Mr. Rajendra Rasal further commented, suggested process is good because going door to door for every event is not possible & it is time consuming. He has also convinced that there is no harm in allowing the committee to collect a welfare fund of Rs. 200/- per month in maintenance which will be beneficial to all.

Mr. Pradeep Bhoir suggested that, currently, society is collecting Rs. 1000/- for two programs in the year. In addition, committee is requesting Rs. 200/- per month, which is almost double. It was proposed to collect Rs. 100, if the budget for next year increases and the it was approved by the general assembly.

Mr. Ashit Sheth replied that this time the expenses incurred for the "Ganesh festival" were Rs. 1.25 lakh, and it has been possible to celebrate because society has received a donation of Rs. 50,000/- from outside. If society spends Rs. 1.25 on a single festival, it will cost approximately Rs. 2.5 lakh for two functions, so society must consider this and finalize the budget. If society collects Rs. 150/- per head, it may be possible to celebrate the function.

Mr. Rajendra Rasal raised the query that in society the amount collected as welfare fund will reflect in the income and expenditure of society. If it will show in the maintenance bill, and in arrears, the interest will be charged on the welfare fund.

Mr. Ashit Sheth replied that, of course, it will reflect in the balance sheet and interest will charged automatically on the dues. Mr. Milind Satam suggested that we get a proper legal opinion and then start charging the amount in maintenance.

Mr. Ben Dsouza Member suggested to list out the festival which are been going to celebrate in society. Which list out were as followed:

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1. Kids activities
2. Ganapati Festival
3. Navratri Festival
4. Christmas Festival
5. New Year
6. Holi festival
7. Dahi Handi
8. Sports for members and Children's

Mr. Ben Dsouza and Mrs. Roma Dsouza suggested that if the collection is voluntary, then society could not include it in its books. It was proposed that society collect the fund by sending a message in the WhatsApp group and mentioning the date, time, and venue of the event to collect the fund under welfare. Members proposed forming a cultural committee that would work on a volunteer basis.

**Resolution No.8:** It was suggested that the committee to study it and bring it to SGM for approval.

**Proposed By:** Mr. Milind Satam

**Seconded By:** Mr. Ajay Acharya

**Passed Unanimously.**

## **Agenda No.9: To seek approval of the General Body to incur expenses for carrying out leakage related repair work.**

The society has 22 writing complaint letters and a large number of mails related to internal and external leakages. Mr. Niranjana Goswami, the society's appointed architect, had submitted his report stating that the society requires immediate repairs or the BMC will send the notice regarding the same.

Mr. Avinash Padwankar briefs the general body on the leakages issue that members are experiencing, and to resolve the internal and external leakages issue, the society appointed consultant who provided an estimate of Rs. 1.5 crore in expenditure, excluding painting. The general body was informed that the committee would invite tender for major structural repairs in society within the next two months, make a detailed projection, and present it to the general body.

Mr. Milind Satam proposed that the painting to be included in the same budget, as 7 years ago when the same agenda was presented including painting cost. Which was something around Rs.58 Lakhs. Members suggested to appoint the consultant.

Mr. Sandeep Pable stated that the announced amount was consider on the higher side. The committee will call for the quotation and present the proposal as soon as possible.

**Resolution No.9:** Society has to ensure appointment of P&C vendor. It was also suggested to present the quotes with the help of P&C vendor within the next two months to the General assembly.

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**Proposed By: Mr. Milind Satam**  
**Seconded By: Mr. Ajay Acharya**  
**Passed Unanimously.**

### **Agenda No.10: To seek approval of the General Body to raise the monthly Society Maintenance Charges.**

The treasurer Mr. Ashit Sheth discussed with the members the society's current financial situation, which includes Rs. 1 Cr 68 lakhs in reserve funds and an overdue amount of Rs. 54 lakhs. The amount reserved after that is Rs. 1 crore.14 lakhs. The society has a deficit of Rs. 41 lakhs in last 7 years, and if this trend continues, the society will be in the financial crises as the deficit grows. It has been suggested that there is no need to increase maintenance charges at this time. Mr. Rajendra Rasal & Mr. Milind Satam suggested to till the period society could use the general fund for repair work. Mr. Ashit Seth replied that maintenance is different and the reserved fund is different. The shortfall in maintenance brings about the deficit. Mr. Ashit Sheth presents four options for the maintenance increment as follows:

Mr. Milind Satam suggested taking a standing approval for Rs. 390/- for an increment in maintenance from December 2022. It was final that within two months society will call for SGM.

**Resolution No.10:** It had suggested to call the SGM with a proper budget and to get approval from the general body for the increase in maintenance bill.

**Proposed By: Mr. Vijay Madhav**  
**Seconded By: Mr. Milind Satam**  
**Passed Unanimously.**

### **Agenda No.11: To seek approval of the General Body to raise the Parking Charges and for charging differential Parking Charges for Flat Owners and Tenants.**

As suggested earlier, we have to maintain parking details or register. It was proposed to increase parking charges by Rs. 25 /- for two-wheelers and Rs.50 /- for four-wheelers and rented flats to be exclude from this. Mr. Madhukar Dalvi raises the difficulty of parking areas, which society has implemented.

Society committee tried multiple time to collect the details for parking vehicles. However, it was observed that the society members are not supporting & sharing the required details. This results in delay for maintaining the record & monitor the activity.

One of respected society member Mr. B. M. Chaturvedi suggested that the parking charges needs to freeze as per the number of vehicles as below for e.g.

For 1st Vehicle Rs.100/-, For 2nd vehicle Rs.200/-, For 3rd Vehicle Rs.400/- In this, regards Mr. Ashit Sheth replied that society committee would definitely look in to this & come back with resolution.

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**Resolution No.11:** It was discussed & suggested to review the charges again & bring it to General assembly for the approval in next SGM.

**Proposed By:** Mr. Vijay Madhav

**Seconded By:** Mr. Milind Satam

**Passed Unanimously.**

**Agenda: 12: To update the Members on the current status of Occupancy Certificate for the Society.**

Mr. Avinash Padwankar (Hon. Secretary) expressed that the old team was working on it and that the present committee has continued the process. The OC application file submitted to the relevant department on January 2, 2022. Mr. Avinash Padwankar informs the member about the difficulty's society faces in filing the OC application. It took one month to get the radar certificate from the officer who had visited the society for inspection. It took another two months to comply with the documentation after those two months. Hereafter the file has successfully approved and uploaded as per Mr. Nitin Keny (Hon. Chairman) In the meantime, the Supreme Court issued an order stating that from the national park to one kilometer, all areas are within the eco-sensitive zone, and our society is within 948 Meters. There is some news that the development of the building proposal will be decided at the state level. Mr. Madhukar Dalvi enquired about the expenditures held by the society for the OC. It was an update that the society had not spent a single penny up to this point. Mr. Sanjay Modi (Developer) has done whatever has spent so far.

**Resolution No.12:** The society to first obtain the OC certificate and simultaneously start the data collection for redevelopment.

**Passed Unanimously.**

**Agenda No.13: To discuss on possibility and ways for redevelopment of the Society Buildings.**

Mr. Avinash Padwankar (Hon. Secretary) reports that the society's redevelopment will begin once the O.C. certificate is obtained. Mr. Mukund Gandhi suggested that the society collect the subject material and then call a special general body meeting. Mr. Avinash Padwankar requested the general body give approval to start the redevelopment material collection. Then the committee will start working on it. Proper SOP for redevelopment will be helpful to understand in details as suggested by Mr. Vijay Madhav which can be discuss in upcoming annual general meeting. Mr. Pradeep Bhoir suggested hiring an architect who is familiar with the specifics of the land and can provide information about our redevelopment and available areas in society.

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**Resolution No.13:** Start the process of data collection for redevelopment by ensuring appointment of architect with proper guidance.

**Proposed By:** Mr. Mukund Gandhi

**Seconded By:** Mr. Sunil Varpe

**Passed Unanimously.**

## **Agenda No. 14: Any other matter with permission of the Chair**

- **Deemed conveyance outstanding:** - According to Mrs. Jyoti Mistry and Mr. Milind Satam, people pay their maintenance payments on a regular basis but are not interested in paying the deemed conveyance payment. The society has to work on it and collect the same.
- **Underage children drive vehicles on society's premises:** - The society will issue a warning notice to the concerned flat owners.
- **Landscape area near drainage:** - It has suggested repairing before Diwali.
- **Cleanliness in society:** - Society to take care of society's premises in the cleaning process.

**Passed Unanimously.**

The Meeting was concluded with the vote of Thanks to Chairperson, Mr. Nitin Keny, as there was no any other matter to discuss

Thanking you,

For Pruthvi Enclave C.H.S. Ltd.

  
Hon. Secretary

  
Hon. Chairman



**Date:**

**Place:** Mumbai

**Note:** Bye Law No. 109 Members of the society may communicate their observations, if any, on the draft minutes to the secretary of the society within 15 days of their distribution. The same will be consider as per the law.