

**Minutes of Meeting of 'Board of Managers'**

**Held at B-1 Hall, Club Urbana**

**on 17<sup>th</sup> August, 2025**

1. The meeting started at 11:30 against the schedule time of 11:00 due to lack of quorum initially
2. The meeting was called to order and President thanked the Board members present for attending the meeting and requested them to join for the National Anthem
3. **Leave of Absence** was granted to: Kisor Nadhani, Harish Kabra, Rajesh Singhal, Abhishek Jalan, Uday Mukhopadhyay, Syed Imam, Shyam Sonika, Sanjay Doogar, Rajiv Ganeriwal, Harish Sekhsaria, N Krishnan, Ritu Agarwal, Mamta Agarwal, Manoj Bajaj
4. The **minutes of the previous BoM meeting held on 20<sup>th</sup> July, 2025 were confirmed** and approved by the members present
5. **Shri Pawan Jhunjunwala, Legal Advisor**, was requested to make his presentation to the board. He briefed the members on the various provisions of the 'West Bengal Town and Country (Planning and Development) Act', as applicable to Urbana, which was appreciated by the members. He also advised to issue the letter to KMDA, draft of which was circulated to the members. Members were advised to peruse the same and offer their comments by Thursday, 22<sup>nd</sup> August, after which the letter would be issued.
6. **President in his initial remarks** to the House stated as follows:
  - a. Headvised the UCSF to ensure that all safety and security precautions are taken by them and the respective event Convenors well in advance before any event. He also advised them to ensure that all regulatory and statutory provisions, as applicable are complied with
  - b. He advised the Convenors and members of the Welfare Committee and the Security Committeeto examine the upgradation proposals of BNRI on the Club and Main-Gate respectively and propose their recommendations to the Board in the next meeting
  - c. He informed the House that the 'Attendance-Summary' is being prepared and placed before the Board soon. Members may cross-check with the copies available in the UAAO office for any corrections. Thereafter it will be placed in the UAAO Notice-Board and the website
  - d. He informed the House about the request from the **Amphan Insurance Committeeto** extend their time-limit to 15<sup>th</sup> September, which was approved by the House. The

UWA President was also requested to provide any documents, meeting minutes or correspondence with BNRI, UFM or any other authority on the subject, which was agreed to

- e. He informed the House about the **display of CAM defaulterson** the display Board. The Board advised the UCSF not to allow any CAM defaulter to participate in the UCSF events. They also advised the same for the tenants who have not furnished their valid lease agreements
  - f. He circulated the **Water Consumption Report**, as received from UFM
  - g. He updated the Board on the **three issues relating to take-over** as follows and the poor progress at the meetings with the finance team of BNRI due to their rigid approach. He also informed the members about the recent meetings with Shri RK Agrawal and Shri Bachawat of BNRI on 29<sup>th</sup> July. He also informed the steps being taken to try and close these primary issues. The Board decided to take the next steps proposed at the next meeting
  - h. He informed the background of the RTI application submitted on 8<sup>th</sup> August, 2025, copy of which was shared with the Board
  - i. He shared the outcome of the ice-breaking meeting with Shri Soumik Roy Chowdhury, President and Shri Manoj Khemka, VP of UVAAO with President, VP, Treasurer and Assistant Secretaries of UAAO on Sunday, 10<sup>th</sup> August, 2025 and that the next meeting would be in September
7. **Secretary's Report** on Landscape related issues which was placed before the House earlier was approved. Smt. Shukla Das suggested that this principle should be extended to the 'Central Lawns' too and that the green patches should cover the central lawns too, except for the designated play areas. The Committee appreciated and approved the same
8. **Security Committee:**
- a. Gas Cylinders will not be allowed to be taken to the individual apartments or the common areas in the floor lobbies etc

- b. Gas Cylinders will be allowed in Community Hall kitchen till the time the LPG Pipeline connection is installed (which is under consideration). Appropriate number of gas cylinders will be allowed subject to a prior request In writing and permission granted thereof and all responsibility will lie on the resident booking the Community Hall. This permission/process shall stop immediately post installation of gas pipeline connection in the Community Hall Kitchen in each Tower
- c. The tenants who do not have a valid lease-agreement will not have any access to Community events and UCSF may kindly take note of this for implementation. Their services will also be stopped as in the case of CAM defaulters after giving them a Notice
- d. All pre-approved support staff or entrant (except Guests), who visit Urbana frequently must submit a Government approved Id Proof and an ID Card will be issued against that. This will ensure no undesirable movements of such staff
- e. Vendor/ Contractor Cards will be issued also under the same methodology, especially for Community events
- f. UFM may be advised to issue appropriate circulars in the matter

9. **Medical Committee:**

Shri Pradeep Bhatia, Convenor, placed before the House the recommendations of the Medical Committee, as follows:

- a. The truncated service as provided by HP Ghosh Hospital was discussed at length in the Board and as per the recommendation of the UAAO Medical Committee and the Board has approved that all the necessary documents along with the NOC Letter be provided to HP Ghosh Hospital to enable them to obtain the necessary Licenses in their name for providing full and efficient medical service in the Urbana Medical Room. Clinic Establishment License be taken in the name of the service provider (HP Ghosh Hospital). All the license related fees (one time and recurring) will be borne by the hospital and all compliances will be the responsibility of the 'Service-Provider'

- b. The Acupuncture Doctor as appointed by Lions Cub of Urbana comes to the Medical Room every Saturday and Sunday morning. The Board was of the firm opinion that the services are only for Urbana residents and it was resolved and passed that no outsiders even if they are guests of the residents be allowed to enter Urbana to avail the service of the Acupuncture Doctor in the Medical Room
- c. Dr. Dubey appointed by Lions Club of Urbana comes to the Medical Room every Sunday morning for 2-3 hours to provide Free Consultancy to the domestic as well as Security personnel and staff of UFM and free generic medicines are provided as prescribed by the doctor. It was deliberated that the services are to continue and will be discussed further in the next Board Meeting
- d. Convenor, Medical Committee has been requested and advised to place before the Board the proposal of 'Lions Club' or any similar institution, for necessary deliberations
- e. Resident doctors are also providing consultancy services on chargeable basis to the residents against appointment in the Medical Room. It was resolved that their consultancy services should also continue

**10. Technical Committee:**

In the Shri Uday Mukhopadhyay, Convenor, Technical Committee, Shri Anil Jhunjunwala and Shri Soumitra Chakraborty updated the Board on the following issues as follows:

- a. Update on Gas pipelines replacement project and the payments being collected from the Apartment Owners as follows:
- b. We have received collection from about 580 LPG subscribers
- c. He informed that the Consultant has provided the Tender Notice which is under issue for selection of the Contractor
- d. Completion period of the entire task is 30 weeks
- e. The Job shall start with the worst affected tower and thereby covering all towers in order of preference
- f. Meanwhile patch repair of existing pipeline shall continue to be executed
- g. One pipeline connection with meter shall be given to each community hall kitchen

- h. Tender shall be floated by procurement team. Consultant/Technical team shall also provide names of competent parties for participating in the tender
- i. Efforts shall be taken to split the job with two vendors for faster progress
- j. The Finance Committee has assured that the receipts will be issued and that the list of all subscribers who have paid will be circulated soon

**11. Pet Committee**

The issue of stray dogs was raised once again due to several recent incidents within the Urbana premises by Shri Amit Tekriwal. Shri Amit Tekriwal has proposed the creation of a shelter for stray dogs on-site, ensuring proper management, hygiene, care, and a safe environment. He has also offered to contribute to the Pet Committee in addressing this issue, which has been greatly appreciated

**12. Digital Committee:**

- a. The agenda as proposed by the Convenor, Digital Committee was approved
- b. Shri Tarun Basu stated that currently there are 8 TV's (Seven in Tower lobbies & one in Club House). Commercial advertisements are displayed on all TV's which is controlled/monitored by UFM. Revenue generated is also in the account of UFM. He suggested that the TV's installed in our seven towers to be controlled/monitored by UAAO. The changeover will cost very nominal and the entire revenue will be for UAAO. The House approved this proposal.

**13. Finance agenda:**

- a. The progress on take-over so far was reiterated by Shri Anil Jhunjunwala and he elaborated the issues involved in detail

**14. Procurement Committee**

- a. It was decided that the AMC for Lift Maintenance would be checked in detail by the Procurement Committee and their final recommendations would be given to the UFM

**15. Miscellaneous**

- a. The proposal of the ICICI Bank Branch which was raised with the President on 16<sup>th</sup> August and earlier, was placed before the Board. The House deliberated on the same in detail. After careful consideration the House decided not to accept the same

The **next meeting** of the Board will be held on **Sunday, 21<sup>st</sup> September at 10.30 am.**

The meeting ended with a 'Vote of Thanks'.