

Minutes : Fourth HEC Meeting

Date : 21st March 2018

Venue : Conference Room

Members Present: Dr. Anshu Gaur (Chairman), Dr. Shankar Prawesh, Mr. Abhishek Singh (Convener), Mr. Siddhartha Srivastava, Mr. Adhip Garg, Mr. Chitral Gupta,, Mr. Ganesh Sharma

Members Absent: Dr. Ark Verma, Mr. Suryansh Agrawal, Mr. Gajendra Meena, Mr. Utkarsh Dongardive, Mr. Kalpraj Choudhary, Mr. Nilay Tiwari

1. To confirm the Minutes of the 3rd HEC Meeting

-<http://iitk.ac.in/hall12/pdf/3rd.pdf>

The Minutes were presented by the President. The minutes were confirmed without any changes.

It was noted that the minutes should be circulated on the mailing list for comments before publishing on the Hall Website.

2. Announcements and Remarks, if any

The Warden-in-Charge stated that the Hall Office Staff and cleaning staff had not been invited for the Hall Day. In response, Mr. Adhip Garg informed everyone present that the Hall Office Staff had been invited but this information may not have been conveyed properly.

The President announced the following:

- The installation of LAN ports for the CCTV has commenced. The work is expected to be completed by the 29th of March.
- The renovation of tables in the mess has started.
- Streetlights near the courts have been installed. Basketball courts have almost been constructed as well.
- Students who had not filled the rebate but did not collect the coupons for the Hall day will be charged rates of Veg coupon.

3. To consider the finance report of Galaxy

The finance report was accepted as presented. The HEC as decided to clear all the remaining bills of Galaxy as it is already a month over since galaxy.

4. To consider the updated budget plan of the year

-[Link to updated budget plan:https://goo.gl/Hkcvbg](https://goo.gl/Hkcvbg)

The budget was accepted as presented. The Warden-in-Charge also requested the President and Accounts Secretary to create a report scrutinizing the usage of the HDF.

5. To consider the status of purchases and installations

-Link to the list of items purchased: <https://goo.gl/DiidS2>

The status of the purchases was considered and accepted by the Committee.

The Warden-in-Charge also directed the President to split the purchases into Events and Hall Development purchases.

6. To consider the MoU for Drum Composting of Mess Waste

-Link to the MoU: <https://goo.gl/jXYUTj>

The Warden-in-Charge stated that more information will be required on this proposal and thus requested to talk with the Society with whom the MoU will be signed regarding this.

7. To consider the proposed list for the purchase through Institute Fund

-Link to the proposed list: <https://goo.gl/59SPv1>

It was decided that since the price of some items were inflated on GeM, only those items whose prices were comparable to market prices will be purchased.

8. To consider the logistics for the Hall Executive Committee Elections

After due deliberations, the Committee accepted the presented plan for the Elections.

The Warden-in-Charge also directed the President to ensure that a description of the post for which elections will be held be included in the Call for Nominations.

9. To consider the proposal of installing buckets in Laundry Room

The President brought up the proposal of a Hall Resident for the consideration of the Committee. The committee decided that the President should contact Mr. VP Singh to find out whether this can be done through the IWD. If not, the HDF will be used

10. To consider the proposal to organise Hall level cricket and football league

The proposal was approved by the Committee. The Committee also directed the Sports Secretary to take an inventory of the items currently in the Sports Room.

11. To consider the purchase of Air Conditioner for Reading Room

The Warden-in-Charge stated that the HEC should find the required specifications of the AC and that a tendering process will be followed for the purchase of it.

12. To consider the budget for certificates, Hall of fame board etc

The proposal was accepted by the Committee and the required budget was approved for the same.

13. To take the opinion on functioning of mess during summer break.

Sheet with the name of all the residents will be kept in the mess from 15th of March and if around 200 residents confirms about their stay in the summer then Mess will be functional.

14. To consider for status of the usage of common rooms.

The President informed the committee that the installation of the CCTV will be done by the end of the first week of April and then soon after that all the rooms will be made functional round the clock. To this the Chairman also directed the HEC to make guidelines for the usage of common rooms.

15. To consider the formation of a committee for the purchase through Dean's Capital Fund

After due deliberations, the HEC decided to form a committee with the following members:

- Mr. Abhishek Singh (President)
- Mr. Nilay Tiwari (Mess Secretary)
- Mr. Adhip Garg (Mess Secretary)
- Mr. Gajendra Meena (Accounts Secretary)
- Mr. Chitral Gupta (Cultural Secretary)
- Mr. Ganesh Sharma (Sports Secretary)

16. Questions and Remarks

- The Chairman directed the HEC to choose members of the HEC who would verify Electric-Meter readings. It was decided that the President and Maintenance Secretary would be responsible for the same.
- The Chairman directed the HEC to look into the possibility of normal RO water being provided to Hall Residents as currently the RO Purifiers are connected directly to the Water Coolers.
- The Chairman directed the HEC to gather the views of the Hall Residents on the issue of dogs in the Hall premises.

17. Any other item, with the permission of the Chair.