

# Minutes of Meeting of Annual General Meeting 2020

**Venue: Online using ZOOM Platform**

**Date: 27th June 2020**

**Time: 14.00 to 16.15 Hours**

## **1. Executive Committee members (2019-20) attending the meeting:**

Santosh Ambike: President

Ashish Pujari: Vice President

Shyamal Bhate: Secretary

Mrunal Modak: Treasurer

Madhavi Kinjawadekar- PRO

Jyoti Dubey - Asst. Secretary

Bhushan Gore - Asst. Treasurer

Sadanand Rajawade: Committee Member

Aneesha Mhaisalkar - Committee Member

## **Executive Committee Members absent with apologies:**

Tejashri Date - Committee Member

Prashant Vedpathak - Committee Member

Minal Satam - Committee Member

Pushkar Pradhan - Committee Member

## **2. Meeting Minutes**

The required quorum was achieved at 13:55 hrs with 35 members present. Each member was required to appear on the screen and confirm attendance visually. The meeting commenced at 14:00 hours.

The President Mr. Santosh Ambike called the meeting to order and welcomed all members in attendance, to the AGM. He read out the Agenda for the meeting as below-

1. To present a summary of the events held during the year 2019
2. To present and adopt the Annual Report and Statement of Accounts for year 2019. (the Annual Report being presented in the form of MS-Powerpoint slides).
3. Audit report to be read by Auditors appointed at the 2019 AGM.
4. Election of the 2020-21 Executive Committee (Ex-Co) members and honorary Auditors for the year 2020-21.
5. Any other points with the permission of the Chair.

**3.** Mr. Ambike gave an update on the events that were completed after the 2019 Ex-Co took over at the last AGM. A brief update on each of the events was presented. Mr Ambike informed the members that 2018 saw the commencement of the Silver Jubilee year of Maharashtra Mandal. Going into 2019, MMS celebrated various programmes throughout the year with Silver Jubilee as an important link. The Silver

Jubilee celebrations culminated at the Grand closing ceremony held on 3 and 4 August 2019. The Second Minister for Finance & Education for Singapore Honourable Ms. Indranee Rajah and H.E. Mr. Jawed Ashraf, High Commissioner of India graced the inaugural ceremony.

Representatives of Maharashtra Mandal Hongkong, Bangkok and Malaysia also joined and presented their performances in this celebration. For the first time in the history of MMS, Maharashtra Mandals from other countries took part in an MMS event. A Co-operation and Collaboration project under the banner of East Asia Pacific Maharashtra Mandals were announced by the host MMS and the visiting MMs. Several cultural programmes were organized and staged at the event covering all the facets of art viz; Marathi Music, Classical dance/Marathi folk dance, Marathi literature, Still art, Maharashtrian cuisine and Marathi Drama/Theatre.

Apart from this event Mandal celebrated several other festivals and events like Holi, "Gudhi Paadwaa", Ganeshotsav, Deepavali and Bhondla/Dandiya. MMS also participated in events organized by other associations through contributions of various performances by MMS members.

Mr. Ambike highlighted and commented about the "Arun Tarun" Group being formed for encouraging the participation of young members of MMS as emerging MMS volunteers and MMS workers. As a constructive outcome the Arun Tarun Group members organized several events and even designed/staged a Marathi Orchestra programme at the Deepavali event independently. This programme was a spectacular success and highly appreciated by all members.

#### 4. Financial and Audit matters:

The 2018 Audit Report included several observations and recommendations on various matters concerning the PDP act, the MMS Constitution, the MMS Working guidelines and access control of various software tools/social media channels used. The Ex-Co have reviewed and implemented all the recommendations of the 2018 Audit report.

Mr. Ambike highlighted the work done as per recommendations by the 2018 Auditors:-

- User Manuals for Online Portals and digital application.
- A comprehensive "Access Matrix" for various portals/software/social media channels has been prepared and will be used to govern their use.
- Importance of password cyber security has been discussed and emphasized with a password policy added to the matrix.
- Three versions (current and past three) of the MMS Constitution have been labelled appropriately with change logs included and archiving the previous versions appropriately. The latest ROS approved (Version 3) has been uploaded onto the MMS website.
- The Accounting software package "Xero" was tried over the last two years and has been found to be inefficient, cumbersome, requiring too much manual effort and therefore not fit for use by MMS. Also, neither does "Xero" interface with "Wild Apricot" which is MMS's membership management software platform nor MMS's bank accounts. The

Committee has discussed this and concluded that it is not suitable for MMS unless we purchase the professional (full) package which is expensive but also is more suitable for commercial enterprises who have large transaction processing capability needs. Hence Exco members have decided to discontinue “Xero”.

- Mr. Ambike has prepared an Excel based simple and end-to-end financial model to maintain the full set of accounting books for MMS.

**MMS Library** - Mr. Ambike updated the Meeting regarding the new location of MMS’s library located in GIIS Punggol Campus and thanked GIIS as well as Mr. Atul Temurnikar - GIIS Founder/Chairman for granting MMS the space. Mr. Ambike highlighted that all MMS books are now in a safe and secured place. However, the Ex-Co had to keep the library closed for the last many months owing to the COVID-19 situation.

**4. Membership and Financials** - A PP slide on statement of accounts was presented to the members:-

- Mr. Ambike gave details of the bank balance, fixed deposits, Pay Pal balance, cash at hand, General Reserve, Membership funds, Income/Expenditure Account and the Balance Sheet for 2019.
- He also presented an Event-wise breakdown of expenses and income and highlighted top administrative expenses.

**5. Audit Report Presentation** – Mr. Ajinkya Dhawale and Mr. Amrut Joshi presented the Audit report. The Auditors made the following general comments:-

- Vouchers, bills, receipts & financial records have been maintained in an updated condition;
- Financial statements reflect the state of affairs of MMS in a true and fair manner; and
- That the Auditors were satisfied with the overall control and assurance around the process to manage MMS funds and activities.

**Observations** - A number of recommendations from the previous years were considered and implemented throughout the year. Some of the remedial actions such as:-

Access control matrix, steps to take care of Personal Data Protection Act, Accounting systems to efficiently maintain receipts and payment have been designed. However these will have to be embedded in the management committee rhythm in the coming year and changes may be necessary to ensure these steps are robust enough to ensure compliance with Regulations.

## 6. Questions and Answers

Mr. Ajay Pimpalshende raised a question about lesser memberships and asked if we call members for renewals or just send mails?

Mr. Santosh Ambike replied that due to the pandemic situation of this year we may not arrange any further events. He further said that we send emails to members about renewals and send reminders too.

Ms. Madhavi Kinjawdekar said that we also use MMS Facebook page for renewal reminders.

Mr. Ashish Pujari said usually membership renewals are made during events.

Mr. Prasanna Pethe suggested that we should give a chance to new members for self introduction in every event. In this way we can give them a chance to interact with existing members .

Santosh Ambike replied that Ex-Co members always walk around and talk to new members in every event. Also the fact that inviting proactively involving new members into various MMS ongoing programme groups like Swaragandh, Nrityarang etc. will be very effective.

Mr. Nilesh Naik asked about having a set plan for Arun -Tarun to keep them involved and accommodated?

Mr. Ambike replied that members of the Arun Tarun Group are the future of the Maharashtra Mandal. They are not a separate wing and are expected to contribute to MMS activities while providing fresh talent to meet MMS objectives. They are a part of MMS. The principal aim of this Group is to involve them in every event and prepare them for eventually succeeding current MMS members' generation. Mr. Arun Manohar said we should aim for having 4-5 young members in next year's Ex-Co.

Mr. Yogesh Tadwalkar asked why some members participate only in Vividh GunDarshan and not seen in any other programmes? Mr. Sadanand Rajwade replied that the parents are mainly interested in giving a platform for their kids. Some members used to take membership for only this programme. Mr. Yogesh suggested doing a survey on Vividh GunDarshan time to encourage and involve people in other events too. Mr. Ambike highlighted that previous ExCos have done such surveys. Mr. Ashish Pujari said we will keep a note of this. He further said that we can arrange get-togethers to encourage new members' involvement in MMS ongoing programmes on its platforms. Ms. Nalini Thite said we will keep this in mind and will work accordingly.

Ms. Pratima Joshi suggested to charge a minimum fee e.g \$5/- for online programmes. Mr. Ashish Pujari said that we conduct online programmes for existing members only and therefore such a charge wouldn't be necessary.

Mr. Nilesh Naik asked how much loss can be borne in a year? Mr. Ambike replied that we shouldn't expect loss in any of the events, however MMS Finances are strong enough to bear some losses for special and unforeseen events. Dr. Sugam Kale said we shouldn't measure loss in financial terms. Loss of memberships or deterioration of the quality of cultural programmes should be considered as a loss to MMS.

Mr. Ashish Pujari proposed a review of the MMS Constitution and he further added that some changes to the constitution may be necessary. Mr. Ambike said that changes in Working

Guidelines are also required. Mr. Ashish Pujari also proposed formation of a sub-committee of 6 members including 3 Ex-Co and 3 non-Ex-Co Members. This was agreed in principle by the AGM attendees.

## **7. Election of the new Executive Committee for 2020**

Dr. Anita Kale. represented the three-member Election Commission (EC) for 2020. Other members were Mt.Nilesh Naik and Asmita Tadwalkar. Dr. Anita Kale announced the names of the new Executive Committee members.

On behalf of the Election Commission, Dr. Anita Kale updated the members that the Election Commission received following nomination forms positions of office bearers before 22nd June, 2020 and were found to be valid. It was proposed that the new Ex-Co with members as listed below, be declared as elected unopposed:-

- President – Ashish Pujari
- Vice President – Mrunal Modak
- Asst. Secretary – Bhushan Satam
- Treasurer – Mayura Gore
- Asst. Treasurer – Sukrut Godhalekar
- PRO – Nalini Thite
- Committee member – Sachin Jangam
- Committee member – Ajay Pimpalshende

The application for the post of Secretary was not received. Hence Co-opting request was made to the floor. Mr. Santosh Ambike proposed and Dr. Sugam Kale seconded Mrs.Asmita Tadwalkar for the post. It was accepted by AGM members.

On behalf of the EC, Dr. Anita Kale declared the new nine number Executive Committee of 2020-21 as below. Election was not conducted for any of the positions.

- President – Ashish Pujari
- Vice President – Mrunal Modak
- Secretary – Asmita Tadwalkar
- Asst. Secretary – Bhushan Satam
- Treasurer – Mayura Gore
- Asst. Treasurer – Sukrut Godhalekar
- PRO – Nalini Thite
- Committee member – Sachin Jangam
- Committee member – Ajay Pimpalshende

For the year 2020-2021, following members were whose applications for election had been received and found suitable, were approved as MMS Auditors:

- Mrs. Smita Ambike
- Mr. Amit Joshi

Mr. Ashish Pujari, newly elected President shared his thoughts and views for MMS's future activities. All new Ex-Co members introduced themselves.

**The AGM was declared as concluded at 16:15.**

**Minuted By:**

**Shyamal Bhate**

**Secretary**

**Maharashtra Mandal Singapore.**