



# SHIBALIK

## Apartment ( Block B )

Mahisgot, P.S Newtown, Kolkata 700102

### Minutes of Meeting

**Date:** 21 August, 2025

**Venue:** Shibalik Apartment Block B

### Agenda & Decisions

- Society Bank Account:** The society bank account is now ready and will become operational within 2–3 days.
  - A minimum average balance of ₹10,000 needs to be maintained.
  - Currently, the society has ₹13,687 in its fund.
  - From next month onwards, all flat owners will deposit their monthly maintenance charges directly into this account.
  - The Treasurer will circulate the account details along with the monthly electricity & maintenance sheet for payment.
  - If at any time the balance goes below the required limit, an equal contribution will be collected from all members to avoid bank penalty charges.
- Maintenance & Contributions:** Along with the next month's maintenance payment, the following contributions will also be included:
  - **Lift AMC (Annual Maintenance Contract):** 1 year passed of lift installation. Quotations will be collected from different vendors, and based on that, a contract will be finalized.
  - **Puja Chanda:** Our block needs to contribute ₹3,000 to the local club for Durga Puja and Kali Puja.
  - *Note:* Both the above contributions (Lift AMC and Puja Chanda) will be collected together with the monthly maintenance for convenience.
- Tenant Information:** Flat owners who have rented out their flats must submit the tenant details (Name, Contact Number, and 2-wheeler number if parked in the society area) to the committee members by this weekend.
- Security Guard:** Most members agreed that Block B should have a working security guard.
  - A discussion will be held with Tirupati Abason to explore a shared guard arrangement covering both buildings.
  - Costs and working hours will be finalized after mutual agreement.
  - *Important:* Members of Shibalik Block B clearly expressed that having a security guard is a priority.



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### Agenda & Decisions (continued...)

5. **CCTV in Lift:** Proposal made to install CCTV inside the lift.
6. **Fire Extinguisher:** Discussion held to install portable fire extinguishers for safety and emergency preparedness.
7. **Maintenance Increment:** The current maintenance rate of ₹0.50 per sq.ft will be slightly increased.
  - The extra amount will help in building a reserve fund for future repairs, security guard salary, and other emergency work.

### Members Present

- |                |                     |                      |
|----------------|---------------------|----------------------|
| • Sisir Manna  | • Susmita Roy       | • Sweat Kamal Singh  |
| • Tamal Dolui  | • Sourav Sadhukhan  | • Sukumar Mal        |
| • Biswajit Das | • Sohan Ghosh       | • Nilendu Datta      |
| • Ayan Roy     | • Sasadhar Guchhait | • Arbind Kumar Yadav |