

2nd HMC MEETING MINUTES

Venue of Meeting: Caretaker Room (New)

Date and Time of Meeting: 12th August 2016, Friday 6:00 pm to 7:30 pm

Meeting witnessed by:

Warden	Dr. Pankaj Biswas
Associate Warden	Dr. Kaustubh Dasgupta
Associate Warden	Dr. Sankar Ravi, M
General Secretary	Mr. Ajit Singh
Mess Convener	Mr. Shivanand Mali
Maintenance Secretary	Mr. Nitesh Gautam
Technical Secretary	Mr. Gajraj Singh Jodha
Welfare Secretary	Mr. Jayesh Mathur
Cultural Secretary	Mr. Sujay

Agendas of the Meeting:

- 1) Purchase of printer cum scanner
- 2) Launching hostel magazine
- 3) Kirti festival budget
- 4) Installation of mirror in music and gym rooms
- 5) Purchase of mess card board
- 6) Launching hostel T-shirts for representing hostel at institute level
- 7) Purchase of bicycle pump
- 8) Non-functioning of water cooler

Discussion and Decision:

- 1) After discussing first agenda, wardens suggested to carryover survey of other hostels and come with concrete proposal in next meeting. It has been also suggested to prepare detailed guideline for managing the facility of printer and scanner. **HMC agreed the decision unanimously.**

- 2) After discussing second agenda, wardens suggested to carryover survey of other hostels and come with concrete proposal in next meeting. **HMC agreed the decision unanimously.**
- 3) After discussing third agenda, wardens suggested to go through the last year proposal and put the fresh proposal by breaking up the budget. **HMC agreed the decision unanimously.**
- 4) After discussing forth agenda, wardens suggested to allocate the available rooms for different functions (Music, Dance, Gym, TV, Reading etc.) and to prepare the budget for installation of mirror. **HMC agreed the decision unanimously.**
- 5) After discussing fifth agenda, wardens **APPROVED** to purchase the mess card board. **HMC agreed the decision unanimously.**
- 6) After discussing sixth agenda, firstly wardens suggested to carryover survey of other hostels. Later, wardens have decided to convey the decision to General Secretary by tonight 10 pm. **HMC agreed the decision unanimously.**
- 7) After discussing seventh agenda, Purchase of bicycle pump has been **APPROVED**. However it has been suggested to find out permanent solution for the same. **HMC agreed the decision unanimously.**
- 9) After discussing eighth agenda, wardens suggested to carryover the survey of other hostels and to know there remedial measure for same kind of problem. It has also been suggested **HMC agreed the decision unanimously.**

Minutes of the meeting prepared by:
Mr. Shivanand Mali
(Mess Convener)