

**Minutes of Meeting on 14/11/2014 held at DAV Primary School at 1600 hrs.**

Attendees:

President Satish Sagar  
 Vice President S.N. Kapoor  
 Secretary Ranjit Pun  
 Jt Secretary B.S.Himalvi  
 Treasurer Ravi Thakur  
 Members

Maj Gen C.M.Sharma  
 Vijai Kumar Sood  
 C.S.Kheora  
 T.N.Bharat  
 I.S.Sanshu  
 K.D.Sharma

Special Invitee Sanjay Khanna

S. No	Item	Comments	Action
1	Bank Account	It was agreed to open the account in U Co Bank the previous bank of Mr. Ravi Thaur	Ravi Thakur K.D. Sharma
1a	Signatories	President, Secretary & Treasurer shall be the signatories. It will be necessary to obtain signatures from 2 of the 3 signatories.	Ravi Thakur K.D. Sharma
2	Registration	C.S. Kheora, T.N.Bharat and I.S. Sandhu shall steer the registration process.  Satish Sagar, S.N.Kapoor, Ranjit Pun & C.S.Kheora shall review the Aims/Objectives, Constitution & Bye Laws on Nov17  Satish Sagar & SN Kapoor shall liaise with Dinesh Malhotra to expedite registration	CSKheora, TNBharat & ISSandhu  Satish Sagar Kapoor, R I CS Kheora  Satish Sagar Kapoor
3	Stationary Printing	Sanjay Khanna to assist for Logo finalisation and printing	
4	Logo	Logo has been prepared by Rajeev Kuthiala (Kawasaki). Ranjit Pun to review	
5	Web Site	Maj Gen Sharma to explore preparation through his contacts.	
6	Bulk Messaging	Free on line SMS services to be used along with dedicated mobile of the Association	
7	Telephone	SIM to be obtained from BSNL and this phone shall be used exclusively for Association purposes	
8	Step for Helping students	Presentations to be prepared focused on Career Opportunities and Counselling lasting 40 minutes covering the topics as follows 1. Defense Services, Selection Process, Interview	

		<p>Techniques</p> <p>2. Banking</p> <p>3. Engineering - Power Sector, Construction</p> <p>4. Hospitality</p> <p>5. Oil &amp; Gas</p> <p>6. Medical</p> <p>7. Entrepreneurship</p> <p>8. Performing Arts</p> <p>9. Legal</p> <p>10. Mass Communication</p> <p>The topics shall be presented to the Principal for review and slots for outgoing 10+2 Class</p>	<p>Maj Gen CI Sharma</p> <p>Ravi Thaku Sharma &amp; S Sunder Soo</p> <p>Satish Saga SN Kapoor</p> <p>BS Himlavi Umesh Akr</p> <p>Ranjit Pun</p> <p>Dr Minhas, Jaswal</p> <p>Rana &amp; to b identified</p> <p>CS Kheora</p> <p>To be identi</p> <p>To be identi</p>
9	Identify Potential among Alumni	To discuss later	
10	Further Enrollment	Email to all members on the email list with Registration Form as attachment. To wait for account opening to facilitate direct deposit. Campaign to continue by the other members.	R.Pun  All
11	Funds authorization	Rs. 2,000 to be kept as petty cash, Funds from Rs. 2000 to 5000 to be authorized by the President. Expenses > Rs 5000 to be authorized by the Committee.	Ravi Thaku
12	Liaison with School		
a)	for premises	Through President / other members in his absence	Committee members
b)	Sharing information	DAV Principal to be provided with names of Convening Committee with the telephone numbers.	Satish Saga R.Pun
13	Any other business	The future meetings to discuss about 1. Performing Hawan or Gyatri Parivar rituals 2. Extending towards NGOs after the registration. 3. Liaison with the Principal for what is required from the Alumni Association once the registration formalities are over.	Committee members