

BHARATIYA VIDYA BHAVAN
AHMEDABAD KENDRA
MINUTES OF MEETING HELD ON 16.04. 2019

A meeting was held on the 16th Apr 2019 which was attended by the following

- a) Shri Mukesh Patel - Honorary Secretary
- b) Shri Prakash Bhagwati, - Member Trustee
- c) Shri Gaurav J Shah - Member Trustee
- b) Dr. Neerja A. Gupta - Principal, College of Arts & Commerce
- c) Dr. Hemant M. Patel - Principal, Science College
- d) Shri Sajan K.O. Joseph – Director HBI Cm
- e) Shri JigarRana - Director, BCACA
- f) Col. R. C. Saklani (Retd.)- Coordinator

The salient points discussed in the meeting are as follows

Shri Gaurav J Shah said that in Bhavan's Ahmedabad Kendra in order to provide focussed guidance and control, we need to form two member committees for various aspects of the Bhavan's administration. BY the involvement of the Principal / Heads of the College/ Institutes we will have the synergy of their valuable experience. They will be reporting to the Kendra committee and will be provided necessary direction. These will be formed as below:-

- Finance and budget and a treasurer.
- HR Management
- Fund Raising
- Image building

Computer lab for Arts College is essential and needs to be looked into. The necessary space needs to be allocated. The coordinator informed that an agency had already been contacted which had provided the interiors for the new building and the interior design for the spaces vacated in the old building. The plans had been forwarded by E-mail to the Principals for necessary amendments.

Preparation for NAAC. Dr Neerja A Gupta informed that the college was due for the NAAC upgradation process. After filing the application the NAAC team would visit in August /September. Shri Prakash Bhagwati said that the college building must be prepared by July /Aug as per NAAC requirement for the impending visit.

College Canteen. Shri Jigar Rana said that the proposal had been received for the opening of the canteen which could have an opening towards the wall. The point regarding opening of canteen was also discussed which was strongly opposed by both the Principals since they were of the view that it was somehow creating disciplinary problems as it provided the students a premise to overstay their timings of the college. They were however not averse to it being run in the evening for the Bhavan's Cultural Centre and HBI CM students.

GST – Presently we are filing GST returns through two No. allotted to us for Bhavan's Cultural Centre & HBI each filing through two different CAs. Proposal was put up and discussed to surrender one GST (HBI or BCACA) number so that extra expenses to one CA can be saved. This was agreed to but Shri Mukesh S Patel said that necessary modalities need to be explored before surrendering the same.

Reporting of Accounts to Bhavan's HO, Mumbai. The coordinator informed that there was a ruling received from the Bhavan's HO Mumbai that from now onwards i.e. for F.Y. 2018-19 they would want all balance sheets generated through tally only. All Tally account holders were requested to post ledgers correctly under the group list in Tally provided by Head office. If the ledgers are correctly posted in respective group each account will be able to generate Balance sheet directly from tally with help of BVB Reports in their tally Gateway of Tally Screen

It was informed by the Coordinator that each of the entities that is the Colleges and Institutes were holding separate Tally accounts and could generate separate balance sheets. However the accounts of Bhavan's Cultural Centre and Gandhi Institute were being merged after audit and then a consolidated Balance Sheet was being presented. This would save on the expenditure of the having separate balance sheets and the merger of accounts.

Preparation of Income Expenditure Report and Balance Sheet. Ms Nivruti Shah, Kendra Accountant to prepare Income /expenditure report and Balance sheet for year 2018 - 19 as per un-audited accounts fwd by the colleges /Institutes.

The next meeting will be held at 4.00 PM on 2nd May 2019.