



THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA
(Set up by an Act of Parliament)

Pune (WIRC)

2nd March 2017

NOTICE

The first meeting of the Managing Committee 2017-18 (MC) shall be held on Tuesday, 7th March 2017 at 5 PM in the premises of the Pune Branch. Please find herein below the agenda of the meeting for your kind perusal.

1. To read and approve the minutes of earlier MC meetings;
 2. To finalise the upcoming CPE programs;
 3. To discuss and finalise the constitution of committees;
 4. To deliberate on revised membership fee structure proposed by the Central Council in view of feedback from members and if deemed fit, to pass an appropriate resolution for consideration of the Central Council
- and
5. Any other business with the permission of the chair.

Please make it convenient to attend the meeting.

Sd/-
CA Ruta Chitale
Secretary

Sd/-
CA Arun Anandagiri
Chairman

Minutes of the Managing Committee Meeting held on Tuesday, 7th March 2017 at 5.00 pm at the Pune branch of WIRC of ICAI, ICAI Bhawan, Bjbewadi, Pune 411037

1. Following members were present for the meeting:

- a. Mr. Arun Anandagiri, Chairman
- b. Mr. Anand Jakhotiya, Vice Chairman
- c. Ms. Ruta Chitale, Secretary
- d. Mr. Rajesh Agrawal, Treasurer and WICASA Chairman
- e. Mrs. Rekha Dhamankar, Member
- f. Mr. Abhishek Dhamne, Member

Leave of absence was granted to the following members:

- g. Mr. Satyanarayan Mundada, Regional Council Member
- h. Mr. Sarvesh Joshi, Regional Council Member

2. The meeting was commenced and the minutes of the earlier managing committee meeting held on 28th February 2017 were approved.
3. Upcoming programs to be held in the ensuing months were discussed at length. The Chairman elaborated his ideas and updated the members that would be held in the next months. All the members contributed their ideas on the programs that can be held such as Litigation program in IDT, industry specific programs such as Industrial visit of Members to Reliance- Jamnagar, GST lecture series for 2 hours each etc. Finally it was decided that Chairman shall finalise the CPE calendar and once finalised will be circulated on email amongst all the members of the managing committee.
4. The Chairman informed the committee about the idea to carry out a survey amongst the members with a view to have a feedback on many matters concerning the members such as the expectations from the branch committee, the programs that the members would be interested etc. Once the survey is carried out, the conclusion of the survey shall be shared, he further elaborated.
5. Mr. Rajesh Agrawal, WICASA Chairman announced that WICASA program calendar is under finalisation and it shall also be circulated amongst the managing committee members once the same is finalised. He also updated the committee members of the programs that were being considered to be carried out for the students such as mock tests etc.
6. The proposed constitution of committees was circulated amongst the committee members. The finalised structure shall be circulated separately.
7. The revised membership fee structure proposed by the Central Council was discussed in view of the feedback received from the members. It was resolved that after the deliberation in the managing committee, the view emerged that based on feedback of members, at large, the Central council be urged to reconsider the fee hike proposed in membership fee. It was further felt by the managing committee that the central council be requested to give up any increase in membership fees for young members especially for those members who are yet to complete 5 years in practice and industry.

8. Other matters that were discussed with the permission of the Chair:
 - a. List of Vendors of Chairman's own private company viz., Taxsutra Private Limited, was duly disclosed by the chairman as a matter of good governance practice. The same was taken on record.
 - b. The Chairman informed the members that a new study circle was applied for by Mrs. Neha Phadke Sharma, however since the criteria of members was 1000 per study circle and at present there being adequate number of study circles as compared to the number of members, WIRC had rejected the said application.
 - c. Increment in salary to the office staff was discussed. It was resolved that the previous agreement to give an increment of 8% shall be continued. It was further resolved that the performance evaluation of the entire office staff shall be carried out by a three member committee on the completion of half year (financial half year ending on 30.09.2017) and future increments shall be linked to such evaluation.
 - d. It was suggested by CA Abhishek Dhamne to have a practice of vendor registration to carry out vendor evaluation in line with best business practices. All the managing committee members concurred with his view. It was resolved to have a Standard Operating procedure (SOP) for vendor payment in the form of payment checklist.
 - e. It was proposed to change the authorised signatories in respect of fixed deposit account with the bank. It was resolved that Treasurer and the Chairman shall act as signatories for operation of all the fixed deposit accounts of Pune Branch of WIRC of ICAI.
9. There being no other matter to discuss the meeting ended with thanking the Chair.

Rutachitale
—