

NAVI MUMBAI CO-OPERATIVE HOUSING FEDERATION LTD.

(Reg. No. NBOM/CIDCO/GNL(O)/1609/JTR/1999- 2000)

303, Big Splash, Sector 17, Vashi,

Navi Mumbai – 400 703.

Tel: 022 2789 7301

e-mail : nmchf2019@gmail.com

Website : www.nmchf.org.in



Notice of the Twenty-first Annual General Body Meeting

to be held on Sunday, 18th August, 2019 at 10 a.m.

at Jhulelal Temple Hall, 1st Floor

Plot No.7, Sector 9A, Vashi, Navi Mumbai – 400 703

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AUDITED STATEMENTS OF ACCOUNTS

FOR THE YEAR ENDED 31st March, 2019

Member Societies are requested to note that hereafter, in compliance with the National Policy to minimize the use of paper, it is proposed to circulate the Notice for AGM through Website of the Federation (www.nmchf.org.in). Member Societies are requested to register their contact e-mail Id with the office of the Federation, with immediate effect, so that they may avail the same facility of

service through their registered e-mail Id.

BOARD OF DIRECTORS

| No. | Designation | Name | Mob. No. |
|-----|-------------------|-------------------------|-------------|
| 1 | Chairman | A. K. Bhattacharyya | 98204 49452 |
| 2 | Vice – Chairman | K. S. Shankaranarayanan | 98214 16328 |
| 3 | General Secretary | B. R. Mhatre | 98193 06967 |
| 4 | Treasurer | P. S. Kshetramade | 77382 36660 |
| 5 | Jt. Secretary | N. Mahadevan | 98193 12559 |
| 6 | Jt. Treasurer | Ravi Shankar | 93242 94655 |
| 7 | Director | R. N. Govil | 93212 60883 |
| 8 | Director | D. B. Vashisht | 98330 98932 |
| 9 | Director | D. Ravi Kumar | 98207 97965 |
| 10 | Director | Dr. D. K. Ghosh | 98196 21779 |
| 11 | Director | V. P. Mahajan | 93208 56333 |

Know your Federation

1. Guides and helps common people for registration of Co-operative Society.
2. Provides all documents for registration of Society.
3. Guides the Chief Promoter in the matter of calling First General Meeting and deciding Agenda of the Meeting.
4. Guides Societies in calling various types of meetings.
5. Sells all type of stationery required for day to day functioning of Co-operative Societies.
6. Provides forms and information for amendment of Bye-laws.
7. Provides various Circulars sent by appropriate authorities relating to amendment of Acts, Rules & Bye Laws.
8. Guides about recovery of dues under Section 101 of the MCS Act, 1960.
9. Provides day-to-day guidance to Chairman, Secretary and office bearers of Societies and their members.
10. Arranges Seminars and Meetings in various Nodes of Navi Mumbai.
11. Imparts Education and Training under Section 24A of the MCS Act, 1960.
12. Publishes periodical "Gruha Sandesh" that provides various Court judgements, Government circulars etc.
13. Conducts about five-month duration Certificate Course for Managers of Co-operative Housing Societies.
14. Suggests appropriate authorities for amendments necessary to Acts, Rules and Bye Laws.
15. Gives frank and studied opinion to Jt. Registrar in consultation with member society.
16. Gives reply in writing to letters from Member Societies.
17. Facilitates availability of trained Managers to Member Societies.
18. Website address : www.nmchf.org.in

Mandatory Co-operative Education & Training to Members, Officers and Employees of Co-operative Housing Societies under Section 24A. All member Societies are requested to comply with the advice of the Jt. Registrar, Co-operative Societies (CIDCO) in his letter dated 21/06/2019 addressed to all Societies which is reproduced below to avoid any penal action.

English verbatim translation of letter dated 21/06/2019 (in Marathi) from the Jt. Registrar, Co-operative Societies (CIDCO) to all Co-operative Housing Societies in Navi Mumbai -

Despatch No. SN/SS/CIDCO/431/2019

Date: 21/06/2019

To,
Chairman/Secretary
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Sub: To conduct training program in the year 2019-20 for Committee Members/Directors/Members/Officers -

Ref: To achieve the target set by the Commissioner for Co-operation & Registrar for Co-operative Housing Societies -

We draw your attention to above subject.

The Maharashtra Rajya Sahakari Sangh has prepared a plan to give training to all members of societies of Navi Mumbai in the year 2019-20.the 97th constitution amendment, Section 24 A has been incorporated in MCS Act and responsibility has been given to the society to impart training to Directors /members / Officers Staff. Under Section 24 (A) (3) and Rule 30 (A) (6) of Rules 1961, the Maharashtra Government has notified the Maharashtra Rajya Sahakari Sangh Ltd., Pune, to give Co-operative training. Therefore it is mandatory to get training from such a notified institution. It is required to pay the training fees for the training. **For detailed information please contact Navi Mumbai District Housing Federation.**

Since it is mandatory to obey the provision of Co-operative Societies Act, contact the Educational Officer of Maharashtra Rajya Sahakari Sangh, Thane District Co-operative Board, Kalyan, Dr. Phadke Bungalow, Ram Maruti Road, Dudh Naka, Kalyan (W) 421301 and arrange the program. Please note that if society fails to participate in the program, the necessary action will be initiated as per the Act.

Dr. Kedaree Jadhav

Jt. Registrar, Co-operative Societies, CIDCO
Navi Mumbai

cc: For information –

1. hairman / Secretary, Navi Mumbai District Housing Federation
2. EO, Maharashtra Sahakari Sangh, Pune.

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Co-operative Education & Training to Members, Officers and Employees of Co-operative Housing Societies under Section 24A is mandatory.

All member Societies are requested to comply with the advice of the Jt. Registrar, Co-operative Societies (CIDCO) in his letter dated 21/06/2019 addressed to all Societies which is reproduced below to avoid any penal action.

- A. K. Bhattacharyya, Chairman

Federation has also decided to extend such programme facility to all its Member Societies on Sunday, 18th August, 2019 from 2 p.m. at Jhulelal Temple Hall, 1st Floor, Plot No.7, Sector 9A, Vashi, Navi Mumbai – 400 703. Interested member societies are requested to arrange for registration of their name for this programme on or before 11th August, 2019, during working hours, with the office of this Federation along with an Account Payee cheque in favor of this Federation of Rs 3, 000/- each.

- A. K. Bhattacharyya, Chairman

Co-operative Education & Training to Members, Officers and Employees of Co-operative Housing Societies under the Maharashtra Co-operative Societies Act, 1960, as amended in February 2013, pertaining to education of its members.

The Maharashtra Co-operative Societies Act, 1960, vide Section 24A, has vested new mandatory duties and responsibilities to all Co-operative Housing Societies viz:

To create Education and Training Fund from the Members as contribution @ Rs.10/- per unit per month for imparting Co-operative Education & Training to Members, Officers and Employees:

- I. To arrange for imparting training to 20% of its members every year in consonance with the syllabus once in five years as fixed by the Commissioner for Co-operation & Registrar of Co-operative Societies;
- II. Provide Training and Education via State Apex Co-operative Training Institutes within 5 years;
- III. Communicate compliance to the Joint Registrar through Annual Report which is to be submitted within six months from the close of the financial year;
- IV. Auditors have also been instructed to include in the Audit Report about compliance of

training to the Registering Authority too;

Your Federation is authorized to conduct such training programme and arrange to issue certificate to the Member Societies along with the list of participants. Each session will be of about 3 hours starting from 10 am. Fee for the same is fixed @ Rs. 3,000/- per Society, irrespective of number of attending members. Federation has decided to extend such a joint programme facility to all its Member Societies on any Holiday / Sunday at their convenient date and place, with prior appointment of Federation.

Federation is scheduled to extend such Education and Training Programme to its existing about 3,000 members within 52 available Sundays, all member societies are requested to initiate arrangement for the joint programme at their locality at a mutually agreeable date of all the neighboring societies to comply with their mandatory requirement

- A. K. Bhattacharyya, Chairman

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303, Big Splash, Sector-17, Vashi, Navi Mumbai – 400703

Phone No. 022 -2789 73 01

NOTICE

Notice is hereby given that Twenty-first Annual General Body Meeting of Navi Mumbai Co-operative Housing Federation Ltd., will be held on SUNDAY, 18th August, 2019 at 10.00 a.m. at Jhulelal Temple Hall, 1st Floor, Plot No.7, Sector 9A, Vashi, Navi Mumbai – 400 703 to transact business as given in the Agenda below:

AGENDA

1. Welcome Address by the Chairman;
2. To read and confirm Minutes of the Twentieth Annual General Body Meeting held on 19th August, 2018 enclosed;
3. To receive and adopt Annual Report of the Federation for the financial year 2018-19;
4. To receive and approve audited Statements of Accounts and Auditors Report thereon for the financial year 2018-19;
5. To appoint Statutory Auditors for the financial year 2019- 20 and fix their remuneration;
6. To discuss and approve the proposed amendments to some of the provisions of the Bye-laws of the Federation, as recommended by the Board of Directors and circulated with this Notice;
7. To consider and decide upon increase of Membership Subscription from the existing Rs.350/- to Rs.500/-, as recommended by the Board of Directors;
8. To consider and decide upon contribution by each Member Society, towards Building Fund so as to enable Federation to acquire office premises, as recommended by the Board of Directors;

9. To discuss and decide upon sanction for purchase of office premises up to 1000 sq. ft. from CIDCO and sanction fund up to Rs. 2,00,00,000/-, as recommended by the Board of Directors;
10. To approve Budget for financial year 2019- 20;
11. To ratify the membership of Co-operative Societies approved by Board of Directors in its monthly meetings;
12. To consider any other matter with the permission of the Chair.

N. B:

1. If there is no quorum at the appointed time at 10 a.m., the meeting will be adjourned for half an hour. The meeting will be reconvened at 10.30 am at the same venue on the same day and the business as per the agenda will be transacted irrespective of the quorum.
2. Members are requested to send their queries, if any, in writing, on the Annual Report and Audited Statements of Accounts or on any other matter, so as to reach the Federation office latest by 10th August, 2019.
3. All queries should contain name, address, contact number and preferably contact e-mail Id of the sender. All attempts will be made to answer queries during the meeting itself or alternatively by e- mail.
4. Member Societies are requested to nominate their authorized representative, well in advance but not later than 10th August, 2019.
5. Member Societies are requested to clear their dues, if any, towards annual subscription.

Place: Vashi, Navi Mumbai


Date : 15th July,2019

Sd/-

B.R. Mhatre

General Secretary

Proposed Amendments to the Bye-laws of the Federation

| Sr No | Byelaw No. | Existing | Proposed | Justification |
|-------|------------------|--|---|--|
| 1 | 3(a) | Symbol – Nil |  <p>Symbol</p> | To regularise the symbol, which is already in use. |
| 2 | 4 (g) Definition | The Director means the person elected at the Annual General Meeting of | The Director means the person <u>elected by the Member Societies through its election</u> | In consonance with the Act. |

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| | | the Federation to work as such on the Board or the person who has been co-opted on the Board under these Bye-laws. | to work as such on the Board or the person who has been co-opted on the Board under these Bye-laws. | Rules and Bye-laws and subsequent development. |
| 3. | 4 (j) Definition | The member Society means the Co-operative Housing Society operating within the area of operation of the Federation and which has been enrolled as a member of the Federation | The member Society means the Co-operative Housing Society operating within the area of operation of the Federation / <u>NOC given by the Registering Authority of other area</u> and which has been enrolled as a member of the Federation | In some areas where the Federation is not in existence but the Societies there desire to become member of our Federation. |
| 4. | 6. Membership | Every registered Co-operative Housing Society and Premises Co-operative Society operating within the area of operation of the Federation shall be eligible to be a member of the Federation, and shall be enrolled as such member society on payment of share capital as laid down under the Bye-law and on payment of such fee or fees as may be laid down by the Board from time to time, | Ever registered Co-operative Housing Society and Premises Co-operative Society operating within the area of operation of the Federation / <u>NOC given by the Registering Authority of other area</u> shall be eligible to be a member of the Federation, and shall be enrolled as such member society on payment of share capital as laid down under the Bye-law and on payment of such fee or fees as may be laid down by the Board from time to time. | In some areas where the Federation is not in existence but the Societies there desire to become member of our Federation. |
| 5 | 13 General Body and Meeting of the General Body | The General Body of the Federation shall be the sovereign body consisting of all the elected / co-opted Directors of the Board, Life Members and other persons authorized to represent the Member Societies at these meetings. The Representatives so authorized shall be nominated by the individual member society by its Managing Committee under a Resolution passed by that Committee and for all intents and purposes, he shall represent the Society at the General body Meeting of the Federation. The member Society shall be required to nominate its Representative in advance | The General Body of the Federation shall be the sovereign body consisting of all the elected Directors of the Board, Life Members and other persons authorized to represent the Member Societies at these meetings. The Representatives so authorized shall be nominated by the individual member society by its Managing Committee under a Resolution passed by that Committee <u>indicating name, contact number, email id for the period in concurrence with its tenure</u> and for all intents and purposes, <u>including voting right on behalf of the society</u> . The member Society shall be required to nominate its Representative in advance of | Better administrative efficiency |

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| | | of the General Meeting of the Federation and intimate the name of such a Representative to the Federation, also in advance, to enable the Federation to permit such a Representative to attend the meeting of the Federation. | the General Meeting of the Federation and intimate the name of such a Representative to the Federation, also in advance, to enable the Federation to permit such a Representative to attend the meeting of the Federation. | |
| 5 | 13 General Body and Meeting of the General Body | The Annual General Meeting of the Federation shall be held on or before 14 th August of each and every year or within such extended period as may be permitted by the Registrar to transact the following business: | The Annual General Meeting of the Federation shall be held on <u>30th September</u> of each and every year to transact the following business: | In consonance with the 97 th amendment of the Constitution |
| 6. | 15 Notice of General Meeting | A notice stating the business to be transacted at General Meeting and the time and place of the meeting, shall be posted or delivered at the registered office of the Member Society / Life Member at least 15 clear days prior to the holding of the meeting. The quorum for transacting the business of General Meeting shall be 25 or 1/5 th of the total members, whichever is less. If, within half an hour after the time appointed for the meeting, the quorum be not available, the meeting, if conveyed upon the requisition of members, shall stand dissolved. In other cases, the meeting shall be adjourned to a later hour on the same date as may have been specified in the notice calling the meeting. | A notice stating the business to be transacted at General Meeting and the <u>date</u> , time and place of the meeting, shall be posted or delivered at the registered office of the Member Society / Life Member at least 15 clear days prior to the holding of the meeting. The quorum for transacting the business of General Meeting shall be 25 or 1/5 th of the total members, whichever is less. If, within half an hour after the time appointed for the meeting, the quorum be not available, the meeting, if conveyed upon the requisition of members, shall stand dissolved. In other cases, the meeting shall be adjourned to a later hour on the same date as may have been specified in the notice calling the meeting. | For Clarity |
| 7 | 16.1 | Nil | In emergency, the Chairman is authorised to exercise all powers of the Board of Directors, recording in writing the justification of emergency and such utilisation of emergency power shall have to be ratified in the next monthly meeting of the Board. In case of refusal for ratification by the Board such power shall cease to be operative any | To tide over emergent eventuality. |

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| | | | further but action done shall be valid | |
| 8 | 17(a) Board of Directors of the Federation | The affairs of the Federation shall be managed by a Board of Directors, consisting of not more than 15 members, who shall be elected by the Member Societies / Life Members by ballot at the General Meeting of the Federation | The affairs of the Federation shall be managed by a Board of Directors, consisting of not more than <u>21</u> members who shall be elected by the Member-Societies / Life Members by ballot at the General Meeting of the Federation, <u>Strength of the Board will include 16 members from general category, 2 women, 1 each from SC/ST, OBC and VJ/NT/SBC</u> | In consonance with the 97 th amendment of the Constitution |
| 9. | 17 c-1 | Nil | The office-bearers shall attend office at least twice a week to continue to hold their posts. However they may enjoy leave of absence to be granted by the Board. | Better administrative efficiency |
| 10 | 17 f-iii | The Chairman, the Vice Chairman and the General Secretary shall be ex-officio members of such Committees. | The Chairman, <u>one of</u> the Vice Chairmen & the General Secretary shall be ex-officio members of such Committees. | Better administrative efficiency |
| 11. | 18 / B / ii | The Quorum at the meeting shall be 8 members, inclusive of the office-bearers | <u>The Quorum for the Board Meeting shall be simple majority of the available elected and co-opted members.</u> | Better logical conclusion |
| 12. | 17 e. | If any vacancy (or vacancies) arise(s) on the Board, the Board shall be competent to co-opt any member of any of the member societies / Life Members, operating within the area of operation and such a member so co-opted shall hold office till the next Annual General Meeting at which the vacancy (ies), shall be filled by election, Provided further that the Director so elected at the Annual General Meeting shall hold office till the expiry of the term of the Board. | If any vacancy (or vacancies) arise(s) on the Board, the Board shall be competent to co-opt with the approval of simple majority of the Directors present in the meeting. The term of the office of the co-opted members shall be co-terminus with the term of the Board. Provided further that the Director so elected at the Annual General Meeting shall hold office till the expiry of the term of the Board. | Better administrative efficiency ?????? |
| 13. | 18 C Power and functions of the Board | The General Secretary and in his absence the joint Secretary shall convene such meetings. Provided, | The General Secretary <u>or</u> in his absence the Joint Secretary shall convene such meetings <u>and record the proceedings of</u> | Better administrative efficiency |

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| | | however, an urgent meeting may be called at the request of any five of the Directors on a written requisition submitted by them to the President or Vice President or General Secretary | <u>the meeting</u> . Provided, however, an urgent meeting may be called at the request of any five of the Directors on a written requisition submitted by them to the Chairman or Vice Chairman or General Secretary | |
| 14 | 22 (4) Bank Account | All payments in excess of Rs. 1,000/- (Rupees one thousand only) shall be made by cheque. | All payments in excess of <u>Rs. 1,500/- (Rupees one thousand five hundred only)</u> shall be made by cheque. | In consonance with Byelaws |
| 15 | 23 Annual Accounts | The accounts of the Federation shall be made up within forty- five days of the close of every financial year or within such extended period as may be specified by <i>the</i> Registrar and the profit and loss accounts and the balance sheet shall be sent to the members along with the notice convening the Annual General Meeting. The statements of account shall be sent to the Auditor of the Federation within fifteen days of their preparation. | The accounts of the Federation shall be made up within forty- five days of the close of every financial year or within such extended period as may be specified by <i>the</i> Registrar and the <u>Income & Expenditure Account</u> and the Balance Sheet shall be sent to the members along with the Notice convening the Annual General Meeting. The statements of accounts shall be sent to the Auditor of the Federation within fifteen days of their preparation. | In consonance with the aims and objects of Housing Cooperative spirit |