



**THE INSTITUTE OF CHARTERED ACCOUNTANTS OF
INDIA**

(Set up by an Act of Parliament)

Pune (WIRC)

October 23, 2020

NOTICE

The Notice is hereby given to all Members of Pune Branch Managing Committee that, meeting of the Managing Committee Members is called on **Thursday, October 29, 2020 at 11.00 AM** at ICAI Bhawan, Bibwewadi, Pune-411037.

The Agenda of the meeting is as follows:

- Opening Remarks and update about the Branch Activities by Chairman;
- To read and approve the minutes of the MC meetings held on 28th September, 2020
- To discuss and plan the forthcoming programs.
- To Review of Trial Balance for the Month of September 2020
- To discuss and approve if the old mobile phones can be given in CSR
- To receive the updated vendors empanelment list from Account Department
- To discuss and approve the Scrap of old lights
- To discuss and approve the Staff Diwali Bonus and Annual Increment
- Any other matter with the permission of the chair.

All are requested to attend the meeting.

Sd/- K Pathare

CA. Kashinath Pathare
(Secretary)
Pune Branch of WIRC of ICAI

Sd/- Abhishek Dhamne

CA. Abhishek Dhamne
(Chairman)
Pune Branch of WIRC of ICAI

Minutes of the Managing Committee Meeting held on Thursday, October 29, 2020 at 11.00 am at ICAI Bhawan, Bibwewadi, Pune-411037 and on electronic mode.

A. Following members were present physically for the meeting:

1. CA Abhishek Dhamne, Chairman
2. CA Sameer Ladda, Vice chairman
3. CA Kashinath Pathare, Secretary and Treasurer

B. Following members were present on electronic mode for the meeting:

1. CA Ruta Chitale, Member
2. CA Abhishek Zaware, Member
3. CA Amruta Kulkarni, Member

C. Leave of absence was granted to the following members:

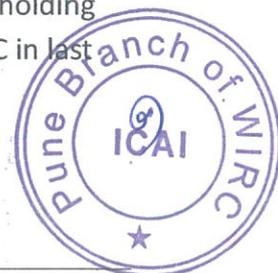
1. CA Rajesh Agrawal, Member
2. CA Chandrashekhar Chitale, (Ex Officio) Central Council Member
3. CA Anand Jakhotiya, (Ex Officio) Regional Council Member
4. CA Arun Anandagiri, (Ex Officio) Regional Council Member
5. CA Yashwant Kasar, (Ex Officio) Regional Council member

D. Since the required quorum was present for the meeting, CA Kashinath Pathare requested CA Abhishek Dhamne, Chairman to start the meeting. The meeting was commenced with CA Abhishek Dhamne, Chairman expressing welcome to all the Managing Committee members those present physically as well as on virtual electronic mode. He informed briefly about the activities of Pune Branch.

E. The next agenda of the meeting was to read and approve the minutes of the MC meetings held on 28th September, 2020: CA Abhishek Dhamne, Chairman requested secretary, CA Kashinath Pathare to email the draft minutes for finalisation.

F. The next agenda of meeting was to discuss and plan the forthcoming programme: CA Abhishek Dhamne, Chairman, Pune ICAI requested all to please share the forthcoming programme in their mind for the upcoming months. He further updated about the various scheduled upcoming programme. He requested all to please join the programme scheduled with Internal Audit Board, ICAI. He further informed that we got the approval from WIRC to host the two days "Sub Regional Conference" in the first week of November, 2020. He requested all to please share their suggestion for the SRC. Only three cities will be holding the SRC, Goa, Ahmedabad & Pune. CA Kashinath Pathare suggested to keep the SRC in last week of November so that we can boot the maximum registration.

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CA Sameer Ladda suggested that now the Pandemic Covid-19 situation is getting lower so that we can take the approval from ICAI H.O and can start the physical programme with limited participants and become the first branch of ICAI to start physical programme. CA Abhishek Dhamne informed that we will stick with the guideline and accordingly we will plan the forthcoming programme. CA Amruta Kulkani, CA Sameer Ladda, CA Abhishek Zaware & CA Ruta Chitale suggested some programme which can be schedule in the months of November, 2020.

G. The next agenda of the meeting was to review of Trial Balance for the Month of September 2020: CA Abhishek Dhamne, Chairman informed in details about the trial balance for the month of September, 2020. He further informed about the six monthly seminar income and expenditure also mentioned that the half yearly audit had already started. The revised revenue budget has been shared and informed all that if any one has any suggestion, please let us know.

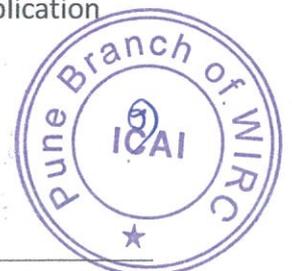
H. The next agenda of the meeting was to discuss and approve if the old mobile phones can be given in CSR: CA Abhishek Dhamne, Chairman informed that we had replaced all old staff mobile phones in last month and the replacement or scrap value for old mobile are around Rs.6860/- , he further suggested that instead of giving the old mobile in scrap if possible we can donate the same to needy children who can be benefitted for their online classes under CSR activity. He further mentioned that we will go ahead whatever committee will take the decision on the old mobile phones. Its decided that we can donate the old mobile phone to the NGO's, CA Abhishek Dhamne requested all to please share the details of NGO's where we can donate the mobile phone.

I. The next agenda of the meeting was to receive the updated vendors' empanelment list from Account Department: CA Abhishek Dhamne, Chairman informed that as suggested by the Internal Audit we need to receive the updated empanelment list. The same was shared with all and explained the various services offered by the respective vendors. CA Kashinath Pathare requested all if anyone knows any good vendor for mass sms, who can offer lesser cost with similar services, please share. As our sms cost are high due to recent increase in the costing by the vendor as per the DLT & TRAI norms. CA Abhishek Dhamne also suggested Deepak to coordinate with CA Rajesh Agrawal, CA Sameer Ladda & CA Kashinath Pathare to take the update on painting quotations.

J. The next agenda of the meeting was to discuss and approve the Scrap of old lights: CA Abhishek Dhamne, Chairman informed that the appropriate quotations to be taken for the old lights and accordingly to be put up for the approval.

K. The next agenda of the meeting was to discuss and approve the Staff Diwali Bonus and Annual Increment: CA Abhishek Dhamne informed that we have received application from all staff for the Annual Increment.

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CA Abhishek Dhamne briefed all about the past trends of the annual incensement and he requested for everyone's' views. It's decided that the Bonus can be release before the Diwali Festival and also the Annual Increscent base on the criteria decided by the committee.

L. The last agenda of the meeting was any other matter with the permission of the chair: CA Abhishek Dhamne, Chairman requested all if any other matter to be discuss. CA Kashinath Pathare requested CA Abhishek Zaware to help for finding out best suitable hotels in Goa for the RRC in the month of January or February, 2021. It's also noted the advances paid to N K Seating in the month of September, 2020, Shayon Light House & Shree Sai Water Proofing in the month of October,2020.

M. There being no other items to discuss, Meeting was concluded with thanks to the Chair.

Sd/- KPathare
CA Kashinath Pathare
Secretary

Sd/- 
CA Abhishek Dhamne
Chairman

