

Attendees:

MC Members:

1. Dr.R.K.Malhotra
2. Dr Bala Bharadwaj
3. Mr. Sanjay Deshpande
4. Dr.Aravind Bharadwaj
5. Madam Rashmi Urdhwareshe
6. Mr. IV Rao
7. Dr.Arun Kumar Sampath
8. Mr.Prakash Sardesai
9. Mr. N Balasubramanian
10. Cmdr. Rakesh B Verma
11. Dr R Venugopal
12. Mr. Sanjay Nibhandhe
13. Dr Sudhir Gupte
14. Mr. Munirathnam
15. Dr K C Vora
16. Mr. Sriraman
17. Mr. Prakash Joshi
18. Mr. K P Murthy
19. Madam Pamela Tikku
20. Mr. Balraj Banot

Office Staff:

1. Mr. R Subramanian, CFO, SAEINDIA
2. Mr.Venkataraj, DDG, SAEINDIA
3. Mr. D Seshadri, ED, SAEINDIA

Points Discussed:

DDG welcomed the MC members.

Discussion point: First item for discussion was on FISITA fee (USD 50,000). OC Chair of FISITA (N Balasubramanian) and SC Chair (Dr Aravind Bharadwaj) have explained the process behind the FISITA license fee. It was clarified that FISITA 2018 will be branded as SAEINDIA event, along with FISITA logo.

FISITA OC Chair made a presentation about the Event Manager selection process. The event management committee had presentations 11 vendors.

Resolution: It was unanimously agreed that FISITA license fee of USD 50,000/- is approved by MC as it is critical to go ahead with the FISITA World Congress in Oct 2018. It was proposed by Pamela Tikku and seconded by Dr Venugopal

It was resolved that FISITA OC Chair is now empowered to make decision about the Event Management vendor based on the criteria explained.

Discussion point:

Major events - Baja / SUPRA / AWIM to make positive surplus. (The expenses of the event should be less than received Income) DDG and CFO have briefed MC about the event budget vs actuals. Baja 2017 has made Rs. 37 Lakhs surplus. SUPRA has made Rs. 3 Lakhs negative. This was clarified by Mr. IV Rao that during the Policy Deployment Meet yesterday (28 July 2017), the Convener of SUPRA, Mr. Deepak Sawkar has mentioned that it has made Rs. 8 Lakhs surplus

It was deliberated by President, Sr VP, Immediate Past President and Dr KC Vora, Dr Gupte about the Baja event budget details and actuals.

Dr KC Vora mentioned about the possibility of constructing a building in NATRIP land. It was objected by several members that prior to such major decisions, MC should be consulted. Moreover Madam Pamela Tikku has mentioned that we cannot build in NATRIP land.

DDG has mentioned that AWIM as a project has made Rs. 5 Lakhs negative. Sr. VP has suggested that the board has to seek budget approval for all such major programs well in advance. The practice of spending without prior budget approval must be stopped across boards.

Resolution: In all financial decision making, CFO must be involved; Detailed budget should be prepared. Exceeding the budgeted expenditure and Going-ahead with event without a budget approval are NOT allowed.

Resolution: The major event budget (Baja/SUPRA and AWIM) must be discussed in MC at least 60 days prior to the event. Convener of such event is a special invitee for that MC. He will need to make a budget presentation to MC

Resolution: Value of the construction need to be informed; Ignorance of MC is not acceptable; Audit committee to be setup. Dr Bala Bharadwaj will be the Chair of the Audit Committee. Sanjay Nibhandhe will be part of audit committee.

Discussion point: Manpower for each Vertical – Automotive, Aerospace and Off Highway.

MC deliberated the issue of having exclusive manpower for each vertical. Mr. Munirathnam has mentioned that we have come of age, that office needs to have manpower for each vertical.

Resolution: In principle, manpower for vertical is approved by MC. Job Description and skillsets for the proposed positions to be prepared by August 11 by the committee. It was decided that the budget for the recruitment need to be met by each vertical through revenue generation activities. Recruitment to be completed by September 30, 2017

Discussion point: Cash Approval level for CFO & DDG

This was deliberated extensively by members. Dr Aravind has enquired how many financial audits have been conducted so far. CFO has replied that monthly audits are being conducted by our internal auditor. Dr. Aravind has asked for Non-compliance details. It was resolved that the Financial Audit NCs to be sent to finance committee

Resolution: Defined guidelines and within the budget head. Budget for office must be implemented and approved by Finance committee. Courier / Postage should be cheque-driven;

Monthly Tally reports to be sent you to Chair and Vice Chair of Finance Committee; Audit report need to be sent to Finance committee; MC has approved a max limit of Rs. 30,000 to DDG and CFO. MC has strongly recommended office to opt for digital payments wherever possible.

Discussion point: Digital Library Subscription Renewal

DDG briefed members that the sections has conveyed that this is one value delivery tool to members and recommended renewal of Digital Library Subscription. MC members observed that there is not enough professional members using the facility. Enough marketing / awareness of our digital library facility should be explored.

Resolution: It was agreed to renew the digital library subscription for next one year. Publication Board Chair Dr Gupte will negotiate with Allied Publishers for better price and offers.

Discussion point: Fuels & Lubricants Conference to India.

President has briefed MC that it will be prestigious to bring in such an international conference to India, like FISITA. Indian Oil has expressed its willingness to host the conference in Delhi. DDG has mentioned that this was discussed with SAE International and it was conveyed that up to 2019 the conference is booked.

Resolution: It was unanimously agreed that SAEINDIA will bid for the 2020 conference. The bid will be carried by Director R & D Indian Oil on behalf of SAEINDIA.

Discussion point: Rebuilding the mission statement

Sr VP, Dr Bala Bharadwaj has briefed the policy deployment meet attendees that there is a need for us to relook at the mission statement due to change in times.

Resolution: To identify 15 member Special Task Force for re-building the mission statement within a month. Convene a two-days face to face meeting for rebuilding mission statement in an offsite like Dehradun. The outcome of the off-site meet, rebuilt mission statement to be circulated to MC and get it approved by the year end.

Discussion point: Lifetime Membership Fee Structure

It was deliberated that the times have changed and we need to introduce Lifetime membership structure. It was discussed that there are few associations have 10 year membership fee as lifetime membership fee.

Resolution: It is proposed to have Rs. 10,000 as membership fee instead of Rs. 14,000/- for lifetime membership for a period of 10 years. GST will be extra. This was proposed by Madam Pamela Tikku and seconded by Mr. Prakash Sardesai.

Discussion point: Geo definition of Jaipur – Whether it belongs to Northern and Western section.

Resolution: It was resolved that we will take the home ministry guidelines on geo guidelines. Any exception can be through approval of MC. The objective is to serve all the members and cover entire country's automotive market

Discussion point: AutoTech Review Awards to be re-branded as AutoTech SAEINDIA Award.

Resolution: It is resolved that AutoTech Review Awards can be re-branded as AutoTech SAEINDIA Awards for one year, and we shall review after one year. The awards committee needs to have our representation. Draft MoU will be developed by Mr. IV Rao for approval. It was proposed by Mr. IV Rao and seconded by Dr Gupte

Discussion point: Standardization of events – in terms of large expenses like event management, accommodation.

Resolution: It is resolved that CFO should come back with a proposal for Standardization of events (Event Management expenses, Accommodation expenses and the like)

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