

**MINUTES OF THE ANNUAL GENERAL BODY MEETING
OF AIRPORTS AUTHORITY OF INDIA OFFICERS INSTITUTE HELD ON 25.11.2023 AT 13.00
HRS. AT AAIIOI, SAFDARJUNG AIRPORT, NEW DELHI-110003**

The Annual General Body Meeting of Airports Authority of India Officers Institute was held on 25.11.2023 at AAIIOI. The following Office Bearers of the Governing Body were present:-

1. Dr. H. Srinivas, President, AAIIOI
2. Shri J.S. Balhara, Vice President, AAIIOI
3. Shri Chandra Pratap Dwivedi, Secretary, AAIIOI
4. Shri Deepak Kumar Mongia, Treasurer, AAIIOI
5. Smt. Simmi Narula, Member

The meeting commenced at 13.00 hrs. but as the required quorum was not available, the meeting was adjourned for half an hour to recommence at 13.30 hrs. with the available quorum.

The Secretary, AAIIOI welcomed all the Members of the adjourned Annual General Meeting of AAIIOI and with the permission of the Chair further proceedings were conducted as per Agenda of the Meeting.

1. CONFIRMATION OF THE MINUTES OF THE LAST AGM.

The minutes of the last AGM held on 20th February, 2021 were read and Members were informed that the minutes were posted on the Website of the Institute for circulation and information of Members. Intimation to this effect was sent to the Members through email also. The House was informed that no comments/queries in respect of the minutes have been received, as such, the Secretary proposed that the minutes be confirmed. The House confirmed the minutes by a voice vote.

2. TO RATIFY THE DECISIONS TAKEN BY GOVERNING BODY SINCE THE LAST AGM

The House was informed that since the last meeting of AGM held on 20th February, 2021, the Governing Body of the Institute has taken various decisions from time to time which have been implemented with the approval of Patron, AAIIOI/President, AAIIOI. The decisions are indicated below

- **RESTRUCTURING OF MEMBERSHIP**
- **REVISION OF GUEST ROOM CHARGES FOR STAY OF GUESTS.**
- **CHARGES FOR PROVIDING GENERATOR AS A BACK UP FOR FUNCTIONS IN SMALL LAWN.**
- **BOOKING OF HALL IN AAIIOI ANNEXE AT PAR WITH MEETING ROOM.**
- **REDUCTION IN SWIMMING POOL SIDE VENUE CHARGES.**
- **DELEGATION OF POWERS TO SECRETARY FOR WORKS/PROCUREMENT/SPECIAL REPAIRS AND CONTINGENT EXPENSES.**
- **ALLOWING SPOUSE OF A DECEASED PERMANENT MEMBER TO CONTINUE AS A MEMBER.**
- **NG CATEGORY QUALIFICATION CRITERIA FOR PRIVATE BUSINESS HOUSES TO REPLACE 100-150 CRORES WITH MORE THAN 100 CRORES**
- **NG-1 CATEGORY ONE TIME FEE CHARGES BROUGHT TO ORIGINAL FEE OF RS.2 LAKH.**

- REVISION OF SWIMMING POOL CHARGES FOR MEMBERS .
- RATIONALISATION OF SPORTS FACILITIES USAGE CHARGES.
- BOOKING OF AAI/AAIOI FACILITIES FOR OFFICIAL FUNCTIONS BY AAI.
- REDUCTION OF MEMBERSHIP CHARGES FOR DEPENDENTS OF AAI MEMBERS.
- REVIEW OF FREE VENUES TO ASSOCIATIONS/GUILDS AND FOR RETIREMENT FUNCTIONS.
- REVIEW OF VENUE CHARGES FOR CONVENTION HALL AND UTSAV LAWN.
- ADOPTION OF DOP RELATING TO FINANCIAL POWERS IN RESPECT OF AAI/AAIOI.
- OPENING OF BAR/RESTAURANT FROM 1200 TO 2300 HRS.
- COOPTION OF SHRI JITENDER SINGH, JT. GM (ENGG. CIVIL) AS MEMBER OF GOVERNING BODY.
- DELEGATION OF POWERS ON ADMINISTRATIVE MATTERS AND AMENDMENTS IN FINANCIAL POWERS – INTEGRATION OF DOP.
- RATIONALISATION OF VENUE CHARGES FOR DIFFERENT CATEGORY OF MEMBERS.
- FRAMING OF STANDARD OPERATING PROCEDURE (SOP) FOR VENUE BOOKINGS.
- PROVISION OF SPORTS FACILITIES TO SPORTS PROMOTION BOARD OF AAI AND PSU SPORTS CONTROL BOARD.
- REVIEW OF TIME LIMIT FOR BOOKINGS AND NUMBER OF BOOKINGS.
- REDESIGNING AND REDEVELOPMENT OF SWIMMING POOL
- FINALISATION OF MoU WITH AAI.
- REVIEW OF MARK UP CHARGES ON LIQUOR SERVED IN BAR.
- FIXATION OF ELECTRICITY CHARGES FOR STAFF PROVIDED ACCOMMODATION AT AAI/AAIOI PREMISES.
- AMENDMENTS IN DOP, SL. NO.41,42,43 AND 46
- UNIFORMITY IN ROOM CHARGES.
- FIXATION OF VENUE CHARGES FOR 'AAIOI-DAKSHIN' VENUE.
- PENALTY FOR LATE SETTLEMENT OF BILLS
- GRANT OF MEMBERSHIP TO AAI EXECUTIVES WHO HAVE SEPARATED FROM AAI.
- REVIEW OF VENUE BOOKING ELIGIBILITY FOR MEMBER'S GUESTS FOR MAIN AND SMALL VENUES.
- PROVISION OF NEW EQUIPMENT FOR GYM.
- ENGAGEMENT OF SENIOR MANAGER, COMMERCIAL
- ENGAGEMENT OF MASON, CARPENTER, PAINTER FOR DAY TO DAY MAINTENANCE.

Secretary briefly outlined the important aspects of above decisions and thereafter the House ratified the decisions taken in the Governing Body Meetings held on 2nd December, 2021, 30th July, 2022, 24th December, 2023 and 23rd August, 2023

3. TO PASS INCOME AND EXPENDITURE ACCOUNTS

The Income and Expenditure Accounts, duly audited, were presented before the House. Members sought clarifications on some of the issues which were settled by the Chartered Accountant, who was a special invitee to the meeting, and thereafter the accounts for the years 2020-21, 2021-22 and 2022-23 were passed.

4. ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIR:

4.1 CONSTITUTION OF GOVERNING BODY

It was brought to the notice of the House that the Chairman, AAI and Patron, AAI/AAIOI has appointed Shri Chandra Pratap Dwivedi as Secretary of the Institute w.e.f. 24.06.2022 and Shri Deepak Kumar Mongia as Treasurer w.e.f. 09.08.2021.

Shri Jitender Singh, Jt. GM (Engg.-Civil) was co-opted as GB Member w.e.f. 30.7.2022. Their appointments were ratified and welcomed by the House.

4.2 MEMBERSHIP OF AAIOI

The House was informed that during the period from 1.4.2022 to 31.3.2023, 27 new Members were enrolled and 54 Members exited from the Membership due to completion of tenure Membership. As on date the total Membership of AAIOI is 1691 out of which 1329 are AAI Members and 362 Members are from other than AAI.

4.3 FUTURE PLANS

4.3.1 The Institute has constructed New Swimming Pool which shall be operational from next season. Shri Vivek Anand Chaurey proposed that the existing Swimming Pool be converted into a Small Party Venue. Secretary informed that the Institute is already seized of the matter and suitable action is being taken.

4.3.2. Secretary also informed that the Institute is also planning to have a full fledged Wellness Centre along the New Swimming Pool which shall house Gym., Spa, Sona Bath and Unisex Saloon.

4.3.3 Dr. H.K. Narula emphasized the need for availability of mineral water and Tea all the times. He was informed that plastic bottled mineral water is not in use at AAIOI since it falls in "No single use plastic zone" . However, mineral water in glass bottles is available and can be had from the Caterer. He further stated that at least Tea/Coffee should be available all the times. His suggestion was noted.

4.3.4 Shri Sanjeev Anand wanted to know the status of award of new Catering Contract. He was informed that the Tenders in this regard were invited earlier but cancelled due to observations of CVO. Now very soon revised on line tender will be posted on the website of the Institute. Shri Anand further took strong exception to interference of Vigilance in the working of the Institute and stated that as the Institute is an independent body, there is no provision of vigilance inspection in the Institute's working. He was supported by Shri Tara Singh Bisht as well. The general consensus of the House was that the Institute was an independent body and runs with the finances generated through Membership fee, venue charges and annual charges and no financial assistance is received from any other source as such the Vigilance should not be allowed to look into the working of the Institute. AGM decided that any complaints regarding functioning of the Institute can be investigated by Registrar Societies only and Vigilance should not be allowed to cause any action in the matter of AAIOI except the works undertaken by AAI from its own funds.

4.3.5 Shri Tara Singh Bisht stated that on few days in the week the seating capacity of the restaurant becomes insufficient. He was informed that such contingencies are taken care of by opening Old Gym and other venues, which are vacant on the given day.

4.3.6 Secretary informed the House that Shri Vivek Anand Chaurey, Executive Director (Ops) and Vice President of AAIOI has retired and a new Member needs to be nominated in his place. The names of Shri D. Bhojwani, ED (Finance) and Shri S.V. Subbaraydu, ED (JVC/PP) were suggested. It was decided to have one of the above two Executives, who is willing to be a Member of Governing Body be co-opted in place of Shri Chaurey. It was also felt that the Governing Body should have one Member as Joint Secretary. The House resolved that Shri Jitender Singh, Jt. Genl.

Manager (Engineering-Civil), who is a Member of Governing Body be designated as Jt. Secretary in the Governing Body.

4.3.7 "President desired that to have more involvement of Vice President in the day to day management of the affairs of the Institute, all files, submitted to President, AAIOL, be routed through RED, NR. The House agreed to the proposal."

4.3.8 Members felt that the Institute should organize regular functions like Tambola, Musical Night, Kavi Sammelan etc. regularly. They also emphasized for increase in the number of snacks served in the restaurant and periodic revision of Menu.

President in his address complimented Secretary and his Team and stated that lots of developmental activities have taken place at the Institute. He felt that number of participants in this AGM was quite low and hoped that in the next AGM we will have better participation of Members. He stated that in order to improve overall development of the Institute systems have been put in place, additional manpower has been provided, DOP and MOU have been finalized. Day to day maintenance was also being carried out. He invited suggestions from the Members but also stated that the suggestions should be implementable. He thanked all those present in the meeting for their active participation and hoped that by the next AGM we shall see more developmental activities at the Institute.

Thereafter the meeting came to an end with a vote of thanks to the Chair.