

BARIDHARA DOHS PARISHAD
DHAKA CANTONMENT

97

MINUTES OF THE 91 EXECUTIVE COMMITTEE MEETING
HELD ON 29th OCT 2015 AT 1900 HRS.
AT THE DOHS OFFICE

1. Brig Gen Mustafizur, nud, psc (Retd), the President of Baridhara DOHS Parishad, presided over the meeting. The following Members were present:

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|--|------------------------|
| a. Brig Gen Mustafizur Rahman, ndu, psc (Retd) | - President |
| b. Col S M Faisal (Retd) | - Sr VP |
| c. Lt Col Md Shamsul Islam (Retd) | - Secretary |
| d. Maj Ashraf Kamal (Retd) | - Jt Secretary |
| e. Lt Col M Abdur Rab (Retd) | - Treasurer |
| f. Lt Col Bazlur Rahman (Retd) | - Member Sy
& Admin |
| g. Brig Gen Md Sayeedur Rahman, BP (Retd) | - Member |
| h. Air Cdre M Murad Hussain, ndc, acsc, psc (Retd) | - Member |
| i. Col Mohammad Golam Mustafa, psc (Retd) | - Member |
| j. Capt (BN) M M Aziz, psc (Retd) | - Member |
| k. Gp Capt M Rafiqul Huq, psc (Retd) | - Member |
| l. Lt Col Md Abdur Rob (Retd) | - Member |
| m. Dr Parveen Hoque Chowdhury | - Member |

2. As the quorum for the meeting was present, the President called the meeting to order.

3. This is shortened version of the minutes and as such only decisions are recorded :

Events	Action By
<u>Item – 1: Tilawat - E Quran:</u> 1. Air Cdre M Murad Hussain, ndc, acsc, psc(Retd) recited the verses from the Holy Quran at the beginning of the meeting.	
<u>Item -2: To confirm the minutes of 90th EC meeting held on 19th Sep 2015 & Special EC meeting held on 10 Oct 2015 .</u> 2. The minutes of the 90 th EC & 91 th EC meeting were discussed. Since there was no observation from any member, Air Cdre M Murad Hussain, ndc, acsc, psc(Retd), proposed to confirm which was seconded by Capt (BN) MM Aziz.	Secretary

[Handwritten signature]

Item – 3: Conduct of 11th Annual General Meeting-2014

3. The mode of conducting the 11th Annual General Meeting to be held on 31 Oct 2015 was discussed and it was decided that president and secretary will conduct the meeting and other members specially convenors of Sub-Committees will be ready to reply when asked for.

All members

Item – 4: Decision on the board proceeding about contract of Convention Centre

4. A Committee was formed headed by Vice President Lt Col Akram Hossain with other members to select contractors for caterer, Decorator and Floral Decorator of Convention Centre for the year 2016-17. Board proceeding was placed before meeting for the decision and it was decided that the board proceeding of above subject to be circulated to all members and they will put up their comments and final decision will be taken in next EC meeting.

All members

Item – 5: Progress of IT Activities

5. Work in progress. Lt Col Md Masudul Huq Khan (Retd) Members IT & Communication Sub-Committee has been tasked to take necessary action with regards to office automation and database for DOHS office with the help of an IT expert.

IT Sub-Committee & all members

Item-6: Financial Approval by EC

6. The EC approved the following expenditures :

Parishad Fund					
SL.	Date	Particular	Amount (in BDT.)	Apv. Authority	Remark
428	21 Sep 15	Loan to Masjid Fund	230,000.00		
474	14 Oct 15	Purchase of road repairing materials (Brick & Bitumen) for repairing road from Staff road to Baridhara DOHS School gate being urgent in nature.	45,000.00	EC	
477	14 Oct 15	Purchase of road repairing materials (Brick & Bitumen) for repairing road from Staff road to Baridhara DOHS School gate being urgent in nature.	40,000.00	EC	
479	14 Oct 15	Purchase of Fire wood for repairing of road from Staff road to Baridhara DOHS School gate under own supervision.	40,000.00	EC	
481	15 Oct 15	Hiring of Rollar Machine & labour charges for road repair from Baridhara DOHS School gate to Staff road.	43,000.00	EC	
484	10 Sep 15	Purchase of 405 kg garbage disposal poly bag from 'Fantasy Knitwear' for re-selling to DOHS Residents.	64,800.00	EC	Money will be refunded after sale of garbage disposal bag

Treasurer

485	21 Oct 15	Purchase of bricks & sand for road repair from Baridhara DOHS School gate to Staff road.	46,000.00	EC	
490	25 Oct 15	Renewal of registration and annual fitness for AMBULANCE from BRTA for 2015/16.	26,255.00	EC	
492	25 Oct 15	Purchase of medicine for DOHS MI Room (Oct & november-15)	12,000.00	EC	
		Entertainment expenditure for AGM held on 31 October,2015.	35,000.00	EC	

Admin & Security Fund

SL.	Date	Particular	Amount (in BDT.)	Apv. Authority	Remark
335	13 Oct 15	Removal of extra garbage from DOHS garbage point by truck hiring.	13,800.00	EC	
343	17 Oct 15	Purchase of a Deep fridge(Walton-FC 3JO) for Security Guard Mess.	15,800.00	EC	
355	26 Oct 15	Purchase of 4 CC Camera for Baridhara DOHS area from <i>Zenial Broadband</i> (IP Camera AV Tech, Made in China).	42,000.00	EC	
		Making of 3 Trolley for Mali & Cleaner (3 wheeled trolley) of Admin & Security Section.	18,000.00	EC	
		Printing charges of police verification form 16,000 copies for care taker, maid servant & driver of DOHS Baridhara Residents.	13,600.00	EC	

Convention Center Fund

SL.	Date	Particular	Amount (in BDT.)	Apv. Authority	Remark
131	14 Sep 15	1 new meter for water supply for Convention Centre to replace unserviceable one.	13,000.00	EC	
154	16 Oct 15	Purchase of 1 Computer for maintaining daily work of Convention Centre Office.	49,150.00	EC	
160	26 Oct 15	Purchase of 1 Steel Almira making for DOHS Baridhara Convention Centre Office.	12,660.00	EC	
	29 Oct 15	Purchase of 2 LED Foot Light for smooth lighting system in front of DOHS Baridhara Convention Center Building.	16,000.00	EC	

7. As there was no other point, the meeting ended with a vote of thanks to the chair.



Brig Gen Mustafizur Rahman, ndū, psc (Retd)
President

05 Nov 2015

To :

All Members of the Executive Committee