

Minutes of Monthly Meeting

Date	06.12.2015
Time	18:30 – 20:30
Venue	GZ Oerlikon
Attendees	Rajesh, Pratyush, Indranil, Rajdeep, Samyuktha, Stefania, Doris, Megha, Varsha

Topic	Zurich and Aargau Marathon 2016
Summary	<ol style="list-style-type: none">1. 10 Asha teams to be registered for Zurich Marathon 2016 at a discounted rate at Silvesterlauf (December 13th).2. 1 Asha team to be registered for Aargau Marathon 2016.
Action Point	---
Responsibility	Rajesh (Zurich), Prat (Aargau)
Timeline	Mid December (Zurich), January/February (Aargau)

Topic	General Body Meeting 2016
Summary	<ol style="list-style-type: none">1. The large meeting room at GZ Oerlikon is booked for GBM for January 31st, from 14:00 to 17:00.2. Contributions for annual report to be collected by mid-December, financial report to be finalized by the first week of January.
Action Point	---
Responsibility	Doris, Prat, Neera and all project coordinators
Timeline	January 2016

Topic	External audit of the financial report of 2015
Summary	<ol style="list-style-type: none"> 1. Pascal Fischer from Price Waterhouse Coopers (PWC) has offered to audit the 2015 financial report. 2. Pascal will either do it on his personal capacity or on a pro-bono basis from PWC. He will let us know by early January.
Action Point	---
Responsibility	Prat
Timeline	Second week of January 2016

Topic	Budget approval for projects in 2016
Summary	<ol style="list-style-type: none"> 1. All project coordinators should get the 2016 budgets by January 2016 and get the approval done online, followed by a discussions after the GBM 2016. Latest by February all approvals should be done. <p>Ved Vignan Mahavidyapeeth</p> <ol style="list-style-type: none"> 1. MoU revision is underway. 2. Confirmation of first installment payment is awaited. 3. Site visit to be organized in February 2016. <p>Boys Town Society</p> <ol style="list-style-type: none"> 1. On Asha's request Boys Town Society submitted budgets for extra-funding for 2015. It was categorized for library, classroom, furniture and kits for special needs. 2. The committee approved a budget of CHF 28,000 to be transferred from the Zurich account for the library and classroom. Following were the votes. Yes 6, No 0, Abstain 1
Action Points	Funds transfer by December 2015
Responsibility	Varsha, Stefania, Doris
Timeline	December 2015 – January 2016