



4th CRA Executive Committee Meeting Notice

Dear Executive Committee Member,

You are cordially invited to attend the 4th Executive Committee of our Community Radio Association for the year 2023. The details are as follows:

Date: **28th November 2023**

Time: **04:00 P.M.**

Mode: **Virtual- Google Meet**

AGENDA

2023/4-CRAEC /01	Meeting Call to Order by President
2023/4-CRAEC /02	Roll Call / Establishment of Quorum
2023/4-CRAEC /03	Welcome Address by the President
2023/4-CRAEC /04	Opening Remarks by the President
2023/4-CRAEC /05	Adoption of Agenda
2023/4-CRAEC /06	Approval of Previous Executive Committee Meeting Minutes
2023/4-CRAEC /07	Matters arising out of Previous Executive Committee Meeting Minutes
2023/4-CRAEC /08	Officers' Report
	1.Secretary
	2.Tresurer
	3.Vice Presidents
2023/4-CRAEC /09	Any Other Matters-Open House
	*
	*
	*
	*
	*
2023/4-CRAEC /10	Fixing up the Next EC Meeting
2023/4-CRAEC /11	Closing Remarks by the Chairman
2023/4-CRAEC /12	Vote of Thanks by the Secretary

Place: New Delhi

Yours in CRA,

A handwritten signature in blue ink that reads 'Jitender Sharma'.

Mr.Jitender Sharma
Secretary General



MINUTES OF 4th CRA Executive Committee Meeting

Date: 28th November 2023

Time: 04:00 P.M

Mode: Virtual- Google Meet

4-CRAEC / 01 Meeting Call to Order

President Dr. Hari Vinayak Kulkarni called the meeting to Order at 4:05 P.M.

4-CRAEC / 02 Roll Call / Establishment of Quorum

Dr. S Chandrasekar, Vice President South raised the point on Quorum and requested the President to check the same. Quorum was established with 15 members present in the meeting.

S.No.	Name of Person	Designation
Members Present for the Meeting:		
1	Dr. Hari Vinayak Kulkarni	President
2	Mr.Jitender Sharma	Secretary General
3	Mr.M S H Beg	Treasurer
4	Ms.Sangya Tandon	Vice President Central
5	Mr.Sandeep Parmar	Vice President North
6	Dr. S Chandrasekar	Vice President South
7	Mr.Pahal Man Rai	Vice President North
8	Mr.Paresh Kumar Patel	Vice President West
9	Ms.Gurjeet Kaur Chawla	Joint Secretary
10	Mr.Shivashankaraswamy	Joint Secretary
11	Ms. Gayatri Mhaske	Joint Secretary
12	Dr. Shivaraj Shastri Herur	EC Member
13	Ms. Barsha Chabaria	EC Member
14	Dr. Sugandha Shrotriya	EC Member
15	Dr. Sangeeta Kokoty	EC Member
16	Mr.Sandeep KR. Pandey	EC Member
Leave of Absence		
1	Mr.Jagdishwar Yadav	EC Member
Absentees		
1	Mr.Pradeepta Kumar Dutta	Vice President East
2	Ms. Kirandeep Kaur	EC Member
3	Ms.Nidhi Sharma	EC Member
4	Ms. Aarti Devi	EC Member
5	Mr.Parshuram Srivastava	EC Member



4-CRAEC/3 & 4 **Welcome and Opening remarks by the CRA President**

Our President welcomed the gathering. President requested all members to actively participate in future programs as CRA cannot go to grater highest without the contributions of all the members. He shared that CRA has been constantly working on increasing the number of members, pitching for more projects, building connects with peer Community radios and various other prospective of Govt. Agencies.

4-CRAEC / 05 **Adoption of Agenda**

The agenda was Adopted by members for Discussion

4-CRAEC / 06 **Approval of Previous Executive Committee Meeting Minutes**

The 3rd Executive Committee Meeting Minutes 2023 was approved without correction

4-CRAEC / 07 **Matters Arising out of Previous Executive Committee Meeting Minutes**

Co-opt Members from Tamilnadu and Kerala

President informed the members that based on the approval of the previous minutes, we can co-opt one member from Kerala and One from Tamilnadu as there is no representation from in EC.

Resolution: It was unanimously resolved that two members One from Tamilnadu and One from Kerala will be Co-opted to EC

Status of Establishment of State Chapters

President informed that, State Chapters have been established in various States of Tamilnadu, Kerala, Karnataka, Maharastra. He Appreciated the efforts taken by Dr.S.Chandrasekar, Vice President South in initiating the chapters in south zone

Few Points of meeting got missed

Dr. S Chandrasekar, Vice President South raised the point that few points are missing in the previous minutes of the meeting and the meeting minutes are not as professional. The President said that since it is prepared by people who don't have expertise in preparing the professional Minutes of meting as done in many associations and requested any member to prepare the minutes of the meeting.

Mr.M S H Beg, Treasurer suggested that Dr. S Chandrasekar, Vice President South can be considered to prepare the minutes and the draft can be presented to the office bearer for approval and suggestion. Dr. S Chandrasekar, Vice President South accepted the work and said he shall try to the best of his abilities to complete the task and will be able to support for one or two minutes of the meeting.



4-CGB / 8 **Officers Report**

Report by President

The President shared the various updates on the upcoming project and various inspections carried out by the project agencies. He also pointed out that CRA over the years was unable to show the proper documentation to the agencies like HR Policy, Fiancé Utilization Policy, Accounting statement and other documents. He also informed that a proper documentation is very essential in CRA, without which project agencies will not be convinced in allocating project. Hence a Consultant has been hired to draft the various policies required for effective working of CRA

Report by Treasurer

Since the Mr.M S H Beg, Treasurer had some technical issues in presenting the accounts online, the Power point was presented by the Mr.Sandeep Rana and explained by the President. He presented that an amount of **Rs. 97761** for the month of September and **Rs.128517** for the month of October 2023 was spent towards salary, rent, consumables, and other expenses.

Report By Secretary General

Mr.Jitendra Sharma, Secretary, shared that the payment for the project from the Ministry of Culture for the project "Har Ghar Tiranga" and "Meri Matti Mera Desh" has been delayed as the ministry has not been allotted the fund till date. He also presented that He, President, Tressure as team met various ministries to get connected with them for the benefit of CRA. They used the Diwali as reason to meet the various ministry and greeted them with sweets.

4-CGB / 09 **Any other Matter**

Report Presentation by Office Bearers Only

Mr.Shivashankaraswamy, Joint Secretary Proposed that the Report of activities of Accounts and other events should be presented only President, Treasurer and Secretary only. Mr.Sandeep Rana is an Invited person to meeting and he cannot present the accounts on behalf of treasurer which against the MOA. He also added that in the absence or inability of the office bearers to present then, it should be presented only by the President or any other Vice President.

Mr.M S H Beg, Treasurer opined that he has authorized Mr.Sandeep Rana to present the accounts on his behalf.

Dr. S Chandrasekar, Vice President South also insisted that Mr.Sandeep Rana is taking care of CRA office and he is not a EC members and he cannot be authorized to present the activities of CRA and it is againt the MOA.



Payment of 4 Months' Salary to Accountant

Dr. S Chandrasekar, Vice President South, Mr. Shivashankaraswamy, Joint Secretary and members questioned on payment of single payment of four months salary to the accountant.

President and Treasurer Clarified that, with margin of accounts handled for CRA, the auditor has nominated a person who visits on part time to check and maintain the accounts of CRA. The bill for payment was not raised for last four months and was paid together.

Feeble Reserve Fund Position

Mr. M S H Beg, Treasurer altered all the members that, CRA has been using the funds and no income is coming to the account. If the same continues the reserve will be exhausted and with feeble reserve meeting the day to today expenses will be difficult. Hence measures must be taken to improve the fund reserve.

Enhancing the Visibility of the CRA

Ms. Barsha Chabaria, EC Member, suggested that it is high time that CRA takes efforts to enhance the visibility of CRA by actively involving all members through national Social Media for CRA, A digital Monthly newsletters can also be released and Website can be updated. She also emphasized that, during the Samhelan held in North India more than 100+ new CR stations participated in the meeting, hence effort should be taken to bring the new CR stations to CRA there by increasing the number of members and also enhance the revenue for CRA.

The President and Members appreciated Ms. Barsha Chabaria, EC Member for bring valid points to be addressed in the upcoming days.

CRA Membership Certificate and ID Cards to CR Stations

Dr. S Chandrasekar, Vice President South suggested that CRA Membership Certificate and ID Cards are to be issued to all CR Stations, the same was issued before two tenure and only few members have the membership certificate. He also suggested that CRA should probe on the new areas of raising fund, We should not depend only on Government Agencies for project, we can try for private players also.

The President and Members appreciated Dr. S Chandrasekar, Vice President South for brining in the CRA Membership corticate to all CR stations. The President assured that efforts will be taken to send the certificate to all Members. Regarding ID Card time is required to plan, design, and execute.

Mr. Jitendra Sharma, Secretary, suggested that Digital copy of the Certificate can be sent to all members, which shall reduce the cost.



CRA Should Focus on Capacity Building and Other Workshops

Mr.Sandeep Parmar, Vice President North pointed out that CRA should focus on various workshops like Capacity Building, Sustainable development and other areas where the members will have advantage in operating the CRS effectively. He also suggested that if these activities are continuously carried out the members will get closely connected with CRA.

The President and Members appreciated Mr.Sandeep Parmar, Vice President North for bringing in the activities which are need of the hour.

Utilization of Property Fund for Purchasing a Property

Mr.M S H Beg, Treasurer suggested that a reserve fund created for purchase of property is been laying ideal in the bank account and this can be utilized to purchase a property in the name of CRA. This shall reduce the cost of payment of monthly rent and if the property is adequate, it can also raise rent. He also said that an advertisement has been placed and the hunt for property is still in process.

Establishment of Property Finalization Committee:

Mr.M S H Beg, Treasurer suggested that a committee should be constituted which will oversee the various options for purchase of property and present the same to EC for approval.

EC Meeting to be done in Person

The President suggested that at least once EC members should meet in person and discuss about the various issues. The meeting should be for two days and should discuss only about the CRA. He suggested that if the meeting is planned in Nasik, he is ready to sponsor for accommodation and food for members. Only Travel cost has to be borne by members.

President's Visits to Southern Zone to meet CRA Members through State Chapter:

The President informed the members that he is visiting Southern Zone to meet the various CR Members and attend the meeting in South Zone, on 02.12.2023 he is planning to visit the Kerala State Chapter at Wayanad, on 05.12.2023 visiting to Tamilnadu and Pondy State Chapter at Coimbatore and 08.12.2023 visiting to Karnataka State Chapter. He also informed the members that his travel cost is borned fully by him and no travel bill will be claimed from CRA. He also appreciated Dr. S Chandrasekar, Vice President South for coordinating the meeting with various state chapters

4-CGB / 10

Fixing up the next EC Meeting

The next EC meeting was decided as 27th December 2023 the meeting notice and link will be sharedshortly.



- 4-CGB / 11 **Closing remarks by President**
The President emphasized on Team work and felt the current EC meeting was fruitful towards the development of CRA and Its members.
- 8-CGB / 12 **Vote of Thanks by the secretary**
Mr.Jitendra Sharma, Secretary thanked all the members and proposed formal Vote of Thanks.
- 8-CGB / 15 **Meeting Adjournment**
President adjourned the meeting at 04:55 P.M.

Recording Secretary

Secretary

President