

Annual General Body Meeting Minutes - Draft
Sunday, February 5, 2011
Location: Reston Regional Library, Reston, VA 20190
9:00 AM. – 1:30 PM.

Attendees: Please see the signature page stored in the file

Managing trustee Mr. Anup Shah called the meeting to order at 9:15 am. However, due to lack of quorum, it was postponed for 30 minutes. At 10:00 am the required quorum was met and Mr. Anup Shah chaired the meeting along with 2010 Gujarati Samaj President, Mrs. Nipa Parikh.

Total attendees: 34.

Mr. Anup Shah thanked current president and the committee for a successful year.

Approval of the Agenda

The agenda was distributed and it was approved by attendees. This was proposed by Mr. Kamlesh Shah and seconded by Mr. Jignesh Shah.

Approval of the last General Body meeting held in February 2010

Samaj members discussed about open/action items from last AGB.

The proposal to purchase of property was also discussed and it was agreed that upcoming Samaj publication will publish the report for the plan to purchase of the property.

Question was asked if samaj by-laws were published on the website and it would need to be verified and completed in 2 weeks.

President and Managing Trustee need to follow up on any open items within suggested timelines.

The approval of last General Body meeting was proposed by Mr. Kirit Udeshi and seconded by Mr. Jyotindra Shah with suggested changes. It was unanimously approved.

Discuss/review Annual Report and un-audited statement of account for year 2010:

Mrs. Nipa Parikh presented the annual report for year 2010 as follows:

- Nipaben thanked everyone for a successful 2010 year and presented the unaudited statement.
- Gujarati Samaj received the contribution from FreddieMac and Verizon in the amount of \$3950 and \$750 respectively for the committee member's volunteer work with Gujarati Samaj. Members were encouraged to enroll Gujarati Samaj as nonprofit where they work. Once set up Samaj can get money every year for any volunteer work which is helpful to the Samaj. Mr. Harshid Shah and Mr. Kamlesh Parikh can be contacted for more information about the process. Samaj will send letter of appreciation to these organizations. 2011 President Urmi Shah is requested to complete this task.
- Samaj added 18 new life members and 68 annual members this year.
- Samaj insurance to be renewed by 1st July and insurance premium of \$500 were paid in 2010.
- Work with the CPA and ensure the taxes are filed by November 14th.

Discuss/review Annual Report and audited statement of account for years 2006, 2007 and 2008:

- As there would be a cost of \$500 for each year of audited statement, Mr. Rakesh Shah (CPA) suggested that income tax returns were filed for each years 2006-8, so there is no need to spend additional money for audit. Everybody was in consensus that just get the statements approved and not to spend the money.

Motion was unanimously passed which was proposed by Kirit Udeshi and Seconded by Raj Shivjiani as listed below.

President will work with Samaj Auditors to validate that profit and loss statements match with amounts listed in tax forms for year 2006, 2007 and 2008. Audit will be waived when information on both documents will match. When information does not match, audit will be required.

- IRS and Profit and Loss should be matched from 2010 onwards before it is filed.

Election committee report: Formal statement as to the change of administration and the Inauguration of the new President and Executive Committee for year 2011:

- Election Committee declared the results of nominations for 2011. Election committee received 26 nominations for 14 positions of Samaj committee. Following are the 12 valid nominations. Two nominations were voided as two candidates had been nominated for two positions and they were selected for the higher position hence voiding the other nomination. Other 5 nominations were invalidated due to incomplete forms or the candidate's errors. 7 nominations were withdrawn.
 - Vice President – Jignesh Shah
 - Jt. Treasurer – Ashok Shah
 - Jt. Secretary – Harshesh Mawani
 - Members-at-Large: (1) Sheela Shah (2) Bhavesh Thakkar (3) Himanshu Doshi (4) Mayank Trivedi (5) Rasik Parekh
 - Youth Committee Convener – Nikeith Shah
 - Youth Committee: (1) Keval Shah (2) Sachi Shah (3) Urja Shah
- During the nomination process, Draft Committee was formed to fill the open positions of Secretary, Treasurer and member-at-large and following names were proposed by the draft committee and were unanimously accepted by General Body.
 - Secretary – Arti Shah
 - Treasurer – Jayshree Shah
 - Member at Large – Neil Shah – this position is drafted for the 6th member-at-large position. This nomination is valid for one year only as member-at-large from last year (2010) – Harshesh Mawani was elected for higher position in 2011 and hence this position became open for his 2nd year as member-at-large.
- It was discussed that the Constitution and guidelines on how to fill the election form needs to be published.

Election of a Trustee and Election Committee:

Mrs. Nipa Parikh was appointed as new trustee. Mr. Kamlesh Shah proposed her name and Mr. Kirit Udeshi seconded it. It was passed unanimously.

Following members were elected unanimously for 2011 Election Committee:

Mr. Raj Shivjiani – Chair person
Mr. Vijay Bhalala
Mr. Harshid Shah
Mr. Shaunak Shah (Alternative).

Appointment of an Auditor for Year 2011:

It was decided to keep the same CPA firm/auditor for compilation. Mr. Jyotindra Shah proposed it and Mr. Killol Kamdar seconded it and was unanimously passed.

Appointment of Comptroller:

As no new name was proposed for Comptroller, Management Trustee (Mr. Kirit Sheth) will be the controller for year 2011. He can reach out to Mrs. Hemangini Shah for any guidance needed.

Constitution Changes

Maximum term limit (3 years or as determined by AGBM) on the number of years a member can be part of the election committee.

- Constitution Committee were against the recommendation on the number of maximum years (3) a member can be part of the election committee. Mr. Kirit Udeshi proposed to not support amendment and Mrs. Nipa Parikh seconded the motion and is unanimously passed. – Proposal was rejected.

Members planning to contend for any position must include membership fee for next two or three years along with nomination form or must be life member.

- Amendment was proposed by Mr. Kirit Udeshi and Mr. Jignesh Shah seconded that Members must pay in advance for the term of the position they apply for, if term is 2 yrs then they must pre-pay for 2 yrs unless they are a life member. For e.g. Secretary – 1 yr, Member at large 2 yrs. Motion was unanimously approved.

Member contending for Treasurer Position must be life member of Gujarati Samaj.

- Amendment was proposed by Jay Shah and seconded by Kirit Udeshi that Member contending for Treasurer Position must be life member of Gujarati Samaj. Motion was rejected (1 voted for, rest of them Voted against and 1 Abstained). It was recommended that Comptroller and management trustee to review proposal and provide guidance.

Membership age to qualify for youth committee will be from 12-20 years.

- Mr. Kirit Udeshi proposed it and Mr. Killol Kamdar seconded motion to change Membership age to be qualified for youth committee will be from 12-20 years. The proposed age discussed was 13-19 for youth committee. It was unanimously passed. Additionally, Mr. Harshid Shah will help the committee to come up with requirements for young professional members (different from youth committee) by next AGB. It will be communicated in email or setu. President will reach out to Harshid Shah for help.

Voting eligibility for youth committee positions and for youth convener will be same as regular election.

- Mr. Kirit Udeshi proposed it and Mr. Urvesh Shah seconded motion to clarify Voting eligibility for youth committee positions and for youth convener as the same as regular election. Motion and was unanimously passed.

Increase the youth committee members from 5 – 7.

- Motion to Increase the youth committee members from 5 – 7 – unanimously rejected.

Purchase a property (office/town home) for Samaj using existing funds.

- Purchase a property (office/town home) for Samaj using existing funds – As it was not constitution related proposal, Constitution committee requested to move to add to regular agenda item, no constitution change needed

Review various investment options for Samaj funds.

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Use Proxy attendance for AGB meeting quorum requirements.

- Motion to Use proxy attendance for AGB meeting quorum requirements was unanimously rejected.

A motion was proposed by Mr. Jay Shah and Seconded by Mr. Raj Shivjiani that “A member can nominate 2 other members eligible to contest” Motion was unanimously passed with the listed change below.

- “A member can nominate any number of candidates but cannot nominate more than one candidate in each category. In other words, a member can nominate one candidate per position of Vice-President, Secretary, Jt. Secretary, Treasurer, Jt. Treasurer, and Youth Committee Convener and up to five candidates for five positions of members-at-large, and up to four candidates for four positions for youth committee. Nominations will be rejected if a member nominates more than one candidate for the same position.

Controller should be domiciled in the state of Maryland, Virginia or District of Columbia.

- Motion was proposed by Mr. Kirit Udeshi and seconded by Mr. Anup Shah that “Controller should be domiciled in the state of Maryland, Virginia, or District of Columbia”. It was unanimously passed.

Current president should transition Seed money of \$10,000 and Operating account of the Gujarati Samaj must be transitioned to incoming president or account must be closed prior to AGB.

- Motion was passed unanimously that current president should transition Seed money of \$10,000 and Operating account of the Gujarati Samaj must be transitioned to incoming president or account must be closed prior to AGB.

Mr. Raj Shivjiani proposed following motion. It was seconded by Mr. Kirit Udeshi. It was passed by a majority. For the proposal: 18, Against: 10.

- Any members chooses to be nominated, must send security deposit of \$100 per position. This deposit will be a refunded under certain criteria as listed below.
- If the election would be necessary, period of 5 days would be given to the candidates to determine if they want to contest or withdraw the nomination.
- If the candidate chooses to withdraw within the grace period, the deposit would be refunded.
- If the candidate withdraws after the grace period, the deposit of \$100 will be forfeited.
- If the candidate goes through the election, the deposit would still be refunded.
- Only scenario when the deposit would be forfeited would be if the candidate withdraws the nomination after the grace period.

Added Agenda Item: Buy a property or invest wisely – Trustees and the President should provide a proposal. Need to be published in the setu or email and then conduct a special AGB for this by May 1st. Motion was unanimously approved.

Motion proposed by Urmi Shah that Samaj should pay for 2009 and 2010 tax/CPA fee from a different account – proposal was unanimously rejected.

Scholarships – Mr Kamlesh Parikh proposed and Mr. Kirit Udeshi seconded to offer total two scholarships, each of \$500. One for highest SAT and other one for highest GPA scores for Life member kids. Each family will be eligible for only 1 scholarship. Trustees were assigned to work on the final guidelines and rules along with President. Motion was unanimously passed.

Samaj members enjoyed snacks and beverages

AGB meeting was adjourned at 12:45 PM.