

KOSHIKA FOUNDATION**MINUTES OF THE MEETING OF TRUSTEES****HELD on 24th MARCH, 2024 at 3.30 pm at****Kripa Farms, Farms Nos. 3 & 4, Samalka, New Delhi – 110037 & via Video Conferencing**

Present:	Tarun Seth, Chairman	
	Anil Sachdev, Trustee	
	Vipin Raheja, Trustee	
	Somesh Sehgal, Trustee	
	Sunil Tandon, Managing Trustee	
	Ravindra Kumar Gupta, Trustee (via VC)	
Apologies:		

2023-24/49 CHAIRMAN

It was unanimously resolved that Shri Tarun Seth be and is hereby appointed Chairman of the Board of Trustees, for this Meeting.

2023-24/50 MINUTES OF LAST MEETING

Minutes of the Last Meeting held on 6th January, 2024 were circulated earlier. These Minutes were noted and taken on record.

2023-24/51 REVIEW OF WORK DONE IN APRIL'23 TO FEB'24

Details of the work done by the Foundation till Feb'24 were circulated, discussed and noted by the Trustees. Satisfaction was expressed by all the trustees at the pace and quantum of work done in the service of the needy.

2023-24/52 BUDGET FOR FY 2024-25

Two options were placed on the table for discussions, per following details:

Budgeted Expenditure for FY 2024-25:

- i) Planned Cataract surgeries: 12000 ~ Rs 204 lacs
- ii) Planned Cornea surgeries: 250 ~ Rs 25 lacs
- iii) Planned Retinoblastoma cycles: 200 ~ Rs 35 lacs
- iv) Planned Children's Heart surgeries: 100 to 230 ~ Rs 150 lacs to Rs 350 lacs (The range of expenditure is based on requests received from the Hospitals based on their plan in next year).
- v) Community Health: Rs 5 lacs

Total Budget for FY 2024-25: Rs 419 lacs to Rs 619 lacs.

After detailed discussions on the possibility of raising funds in FY 2024-25, it was unanimously agreed to plan the budget based on the expenditure of Rs 419 lacs in the next FY.

Following budget for Admin expenses, to be funded by the Trustees out of their personal funds was also agreed upon by all the Trustees:

- i) Communication: Rs 2 lacs
- ii) Testimonial Videos editing: Rs 0.10 lacs
- iii) CA Audit Fee/FCRA Annual Return Filing/Misc.: Rs 0.50 lacs
- iv) Website (Phase 1 & 2): Rs 2 lacs
- v) Website hosting etc.: Rs 0.05 lacs
- vi) Printing stationary: Rs 0.25 lacs
- vii) Postage etc.: Rs 0.05 lacs
- viii) Salary (1 person part-time once a week): Rs 0.75 lacs

Total Budget for FY 2024-25: Rs 5.70 lacs (monthly Rs 50,000 rounded off)

2023-24/53 COMMUNICATION STRATEGY

Plan for undertaking regular communications with all stakeholders, particularly the current as well as prospective donors, was discussed. The Foundation has tied up with Sumeet, The Creative Catalyst, an agency to handle a monthly Newsletter, about 6 posts on social media & through e-mail each month, besides editing of the testimonial videos and posting them on the Koshika channel on YouTube. Sh. R.K. Gupta is spearheading this effort and the roll-out is expected to commence in April'24.

2023-24/54 TRUSTEES' REAPPOINTMENT

The terms of Sh. Tarun Seth, Sh. Vipin Raheja and Sh. Ravindra Kumar Gupta as trustees are scheduled to end on 30th April, 2024.

The Board of Trustees placed on record its appreciation for contributions made by these trustees towards the Trust Activities. The Board of Trustees offered to re-appoint Sh. Tarun Seth, Sh. Vipin Raheja and Sh. Ravindra Kumar Gupta as trustees for a further period of three years. This offer was accepted by Sh. Tarun Seth, Sh. Vipin Raheja and Sh. Ravindra Kumar Gupta. After discussions, it was decided to pass the following resolutions:

"RESOLVED UNANIMOUSLY THAT in supersession of the resolution passed by the Board of Trustees dated 13th March, 2022, the under-mentioned executives of the Trust whose membership concludes on 30th April, 2024, stands extended for a further period 36 months:

Names:

: Sh. Tarun Seth

: Sh. Vipin Raheja

: Sh. Ravindra Kumar Gupta

Sh. Tarun Seth, Sh. Vipin Raheja and Sh. Ravindra Kumar Gupta will hold the position of "TRUSTEES" and be governed by the Trust Deed for the period commencing 1st May, 2024 and concluding on 30th April, 2027.

2023-24/55 TRUST LEGAL MATTERS

All requisite compliances have been completed in time.

2023-24/56 DATE OF NEXT MEETING

It was decided that the next meeting will be scheduled after issuance of due notice.

VOTE OF THANKS

There being no other business, the meeting terminated with a vote of thanks to the Chair.

PLACE: New Delhi

DATE: 24th MARCH, 2024


CHAIRMAN