



National Defence Academy Alumni Association (Australia Chapter)

Quarterly Meeting Minutes

4 Aug 18

Meeting Number: III/2018

Venue: The Kaswan residence (28 Dash Dr, Cranbourne East, VIC 3977)

Attendance: AS; SSa; AN; RS; SSr; RK; SP

Apologies: Nil

Item	Topic	Points for Noting/Action	Remarks
1	Minutes Meeting II/2018	<ul style="list-style-type: none">Confirmed (Proposed: SSa; Seconded: RS)	
2	Joining & Membership Fees	<ul style="list-style-type: none">FY 17-18-19: Membership fees of founder members to apply for 2018-19.All membership fees to be applicable for the financial year (01 Jul to 30 Jun).Membership fees to be prorated on a monthly basis for new members in their first yearNo one-off \$100 application/joining fee; annual membership fee to be \$200 (motion passed 4-3).No fees from members above 75 years of age.Lifetime membership: Age/Retired: To be decided laterHonorary membership: Criteria to be decided laterMembership: Welcome Note : draft to be prepared and circulated by SSr	Welcome letters to be sent to those who have paid their fees.
3	Membership Status	<ul style="list-style-type: none">Granted: Numbers & Welcome Note: 11 (welcome note to be sent)<ul style="list-style-type: none">In Process: Numbers: One plus several located inter-state; AS is liaising<ul style="list-style-type: none">One-on-One: Initiatives: Founder members are urged to contact ex-NDAsDatabase: RS and SSr to respectively maintain National and Victoria membership databases	
4	Funds Status	<ul style="list-style-type: none">Balance: \$3,100In Process: \$200	
5	National/ State yearly meeting	<ul style="list-style-type: none">ProgramVenue	



		<ul style="list-style-type: none"> Methodology <p>To be confirmed later. The first meeting will be held in 2019.</p>	
6	Website	<ul style="list-style-type: none"> Contents: Additions/Deletions Launch <p>Draft design approved. Members complimented SSr. SP to share details of a service provider in India who can cost-effectively design and host the website. RS and SSr to liaise with each other and launch the website after taking approval of expenses, etc.</p>	
7	Charter	<ul style="list-style-type: none"> Appendices: Completion <p>AS to action as necessary.</p>	
8	Merchandise	<ul style="list-style-type: none"> Formal Informal <p>RK to finalise designs and obtain quotes including for an item (NDA tie?) to be sent to all new members.</p>	
9	NDA Central Membership	<ul style="list-style-type: none"> Applications: Submissions Despatch: Method <p>RS to liaise and organise this.</p>	
9	Visitors Book & Archive Register	<ul style="list-style-type: none"> Launch Contents <p>Approved. Founding members signed the Visitor book. Members complimented RK for taking the initiative.</p>	
10	News Letter Status	<ul style="list-style-type: none"> Structure & Contents <p>To be actioned by Sanu Kainikara (ACT)</p>	
11	Meetings: Food & Beverages	<ul style="list-style-type: none"> Standardisation of practice <p>For all future meetings hosts will not cater for any main dishes, dessert, and liquor. They will only provide rice/chapatis/salads/soft drinks. Secretary Ladies will liaise and make decisions.</p>	
12	Excursion status	<ul style="list-style-type: none"> Arrangements: Finalisation <p>SP confirmed all the details. Two day excursion with families to go ahead as planned. Members thanked SP for organising this.</p>	
13	Ladies	<ul style="list-style-type: none"> Points for consideration: <p>NIL</p>	
14	New Points	<ul style="list-style-type: none"> Discussions: <p>Nil</p>	
15	Next Meeting	<ul style="list-style-type: none"> Venue: The Nayyar Niwas (22 Wheatland Crescent, Dingley Village) Date: 17 Nov Agenda: to be confirmed Activities: to be confirmed 	

AS: Arvind Sinha; SSa: Sudhir Sakhuja, AN: Anil Nayyar; RS: Rajiv Seth; SSr: Samir Shrivastava; RK: Rakesh Keswan; SP: Suresh Pangal

