

**MINUTES OF OFFICE BEARES HELD ON 15<sup>th</sup> JANUARY 2014 AT  
G “A” Block, NAAS COMPLEX, NEW DELHI**

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The following members attended the meeting

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|------------------------------|------------------------|
| 1. Prof. K. M. L. Pathak     | President              |
| 2. Maj. Gen Shri Kant Sharma | Vice-President         |
| 3. Dr. Rishendra Verma       | Secretary General      |
| 4. Dr. Lal Krishna           | Treasurer              |
| 5. Dr. M. P. Yadav           | Past President         |
| 6. Dr. Gaya Prasad           | Past secretary General |
| 7. Dr. R. N. Kohli           | Editor                 |

At the outset Dr. Rishendra Verma welcomed new executive members and apprised them about the inauguration of the office of Academy at NAAS complex which has resulted due to efforts of the President. Dr. Verma invited the President for his opening remarks:

The President welcomed Members and thanked Prof. S. Ayyappan, DG, ICAR for his kind help in getting a room for our Academy. He also appreciated the contributions made by past President and Secretary General. With his brief opening remarks, the President sought suggestions from members as how to make the office viable and functional. In series,

Dr. M. P. Yadav, the past President stated that there should be availability of a Computer, Internet, study material, display of Academy activities and office to be equipped with furniture.

Major Gen. Shri Kant, Vice-President stated that he can arrange some ex-army personnel who can open the office two days in a week and there should some boy as runner. He opined that office may be opened for 2-3 days.

Dr. Gaya Prasad, past Secretary General expressed his views that the furniture and fixtures should be considered in the light of available space which is not too big.

Dr. Lal Krishna, Treasurer opined to purchase minimum items which are inevitably required to operate Academy's office.

Dr. R. N. Kohli, Editor raised some his observations about publications of NAVS list of Fellows and Members. He has desired that the past President should arrange a meeting with the President to discuss several issues of the Academy.

After deliberations the following recommendations were unanimously made:

1. A letter should be sent to DG, ICAR by the President to thank him for his help on behalf of the Academy
2. The Secretary General should issue a circular to VC,s, Directors (AH), RVC, ASRB,DRDO, ITBP, Wildlife about the location of Academy office.
3. Let the minimum required furniture be purchased for the office
4. Let the display rack be purchased to display Academy's and News letters or other publications of other organizations/academies/institutes.
5. For smooth functioning, let the Academy purchase a teak maker, cutlery and make arrangement for tea and water
6. The Academy will purchase Dell computer with a printer and will find out arrangement for internet connection.
7. Two steel Almirah and one medium sized book-shelf may also be purchased so that Academy's record could be properly placed.
8. One Sun board of Academy and a board showing Past President/Secretary General be also be fixed in the office.
9. One Letterbox be also placed at the entrance of office.
10. The Academy should purchase a lock with 3-4 keys with one key with the President, One with Mr. Naveen Joshi, One with Secretary General. One key may be kept as reserve.
11. The office should be open 10.00 A.M. to 1.00 P.M. on Tuesday and Friday each week.

The meeting ended with a vote of thanks.