

MEMORANDUM OF ASSOCIATION

- 1 NAME AND TITLE OF THE ASSOCIATION :** **GREEK AGORA RESIDENTS ASSOCIATION**
- 2 OFFICE OF THE ASSOCIATION :** BYANAHALLI VILLAGE,
JALA HOBOLI, CHIKKAJALA POST,
BANGALORE NORTH – 562157
- 3 AIM AND OBJECTS:**
The main objects of the Association shall be:
- A To promote and conduct activities of goodwill and understanding amongst the owners of mini plots.
 - B To promote and conduct lectures, seminars on development of crops, agricultural horticultural, cash crops.
 - C To promote environmental and ecological awareness.
 - D To promote National and Regional Festivals by organizing cultural and entertainment programmes.
 - E To promote sports activities in rural and urban and conduct recreational activities including Indoor and Outdoor games and also to promote health awareness.
 - F To educate the people in modern technology relating to farming, agriculture and plantation.
 - G To establish and maintain libraries or reading rooms for general use among the members or open to the public & also establish & maintain galleries of painting & other works of art.
 - H To conduct and promote exclusive programmes for the welfare of women and Children.
 - I To utilise the income solely for the benefit of the Association without distributing to members
 - J To maintain and manage the common areas, roads, drainages, electricity, water and sanitary connections with security arrangements and other facilities provided for the benefit of all the members and for the common enjoyment of the owners of the plots in "GREEK AGORA" situated in Byanahalli Village, Jala Hobli, Chikkajal Post, Bangalore North Taluk and to provide further facilities and other benefits if necessary for common enjoyment of the Plots in "GREEK AGORA" by the members. To undertake such activities as are required for the welfare and benefit of the owners of Plots in "GREEK AGORA".

4 NAME AND ADDRESS OF THE AUTHORISED PERSON FOR COMMUNICATION

Hony. Secretary,
Greek Agora Residents Association,
Byanahalli Village, Jala Hobli, Chikkajala Post,
Bangalore North Taluk – 562157.

- 5 Income : The income of the Association by whatever means it might derive shall be utilised for the purpose of the objects of the Association and shall not be distributed among the members of the Association or any; person among the members of the Association or any person or body of persons.

Place : Bangalore

Date : 05-12-1997

The names and addresses and designation of the Executive Committee Members whom the Management of affairs of the Association is entrusted for the years 2017-18 and 2018-19

Sl No	Name & Address	Occupation	Designation
1.	Mr. Vithal H Ron, 954, 1 st E Main Phase II, Giri Nagar, Bangalore-560085	Consultant	President
2.	Mr. Vithal Joshi, 73, 2 nd Cross, Bhuvanewari Nagar, Bangalore-560 024	Business	Hony. Secretary
3.	Mr. Sunil Kumar Garg Flat INo. D-502, Mantri Serinity, Kanakpura Road, Doddakalasangra, Bangalore – 560062	Chartered Accountant	Treasurer
4.	Mr. KN Venkatratnam, 253, 12 th A Main, 6 th Block Rajaji Nagar, Bangalore-10	Consultant	Internal Auditor
5.	Mr. Vasanth H. Ron No.24, 1 st Main Road, Ganganagar, Bangalore-560032	Advocate	Member
6.	Mr. M.R. Bhaskar, 8/1, 14 Cross,10 th Main, Malleswaram, Bangalore-560003	Business	-do-
7.	Smt. Prathima Chipalkatty Ali Askar Road, No. 204, Sri Krishna Apt., Bangalore - 560052	Business	-do-
8.	Capt.(IN) Sanjay Sharma 53 B, Shobha Emerrald Phase I, Jakkur, Yelahanka Bangalore – 560 0 64	Naval Officer	-do-
9.	Mr. Arun Kumar No. 16, Pumpa Mahakavi Road, Shankarpuram, Bangalore - 560004	Business	-do-
10.	Dr. L.N. Kamath, B1 – 061, Akshaynagar, DLF Westend Heights, Begur, Bangalore-560068	Doctor	-do-

BYE LAWS OR RULES AND REGULATIONS

- A NAME AND TITLE OF THE ASSOCIATION : GREEK AGORA RESIDENTS ASSOCIATION
- B OFFICE OF THE ASSOCIATION : BYANAHALLI VILLAGE, JALA HOBLI,
CHIKKAJALA POST, BANGALORE NORTH
- C CONSTITUTION

1 SHORT TITLE AND APPLICATION

These bye-laws may be called the Bye laws of the GREEK AGORA RESIDENTS ASSOCIATION.

The provision of these bye laws shall only apply to all owners of GREEK AGORA situated at Sy Nos 61/1 to 61/4 of Byanahalli Village, Jala Hobli, Bangalore North Taluk, and does not apply to the areas which are shown in blue lines in annexed plans where club house is situated. All present and future owners, or their employees, occupiers or any other person who may use the facilities of GREEK AGORA in any manner, are subject to the regulations set forth to the bye-laws. The mere acquisition or taking any of the plots or mere act of occupancy of any of the said plots will signify that these bye laws are accepted, ratified and will be complied with.

2 DEFINITIONS:

In these bye laws unless the context requires otherwise:

- a) Association: Means the GREEK AGORA RESIDENTS ASSOCIATION of the plot owners constituted by such owners for the purpose of management of GREEK AGORA covered by Sy Nos. 61/1 to 61/4.
- b) Plot : Means the plot in GREEK AGORA including the building forming part thereof marked distinctively as plots in the annexed plan.
- c) Managing : Means President, Honorary Secretary, Treasurers and 4 members. Committee
- d) Owner : Means the person owning a plot in Greek Agora with or without building.

3. PLOT OWNERSHIP:

The plots in GREEK AGORA and all the common areas are subjected to the provision of these bye-laws.

4. OBJECTS OF THE ASSOCIATION

- a) The objects of the Association shall be as described in clause 3 of the Memorandum of Association
- b) The Association shall not act beyond the scope of its objects without dully amending the provisions of these bye laws for the said purpose.
- c) The membership to the association is only for the Owners of Plots in GREEK AGORA covered by Sy Nos. 61/1 to 61/4.

5. MEMBERS OF THE ASSOCIATION

- a) All person who have purchased plots in GREEK AGORA shall be the members of the Association and shall pay a sum of Rs. 1000/- for each plot owned by them as entrance fee. Each of the members shall be bound by the bye-laws. In case the owner is minor then his or her Guardian shall be entitled to become a member representing the interest of such Minor.
- b) Upon any owner selling or transferring the plots absolutely conveying the same by way of gift or bequeathing under his or her will or otherwise, the purchaser or done or transferee or legatee as the case may be on satisfying his or her right to own the plots to the Managing Committee, shall be entitled to become a member of the Association on paying admission and other fees.
- c) On the death of an owner, his or her plots shall be transferred to the person to whom he or she bequeaths the same by Will or to the legal representatives of his/her estate where he/she has not made any specific bequest of the plot. The name of the legatee or the names of the legal representatives jointly shall be entered in the register or owners maintained by the Hony. Secretary for the purpose of administration of GREEK AGORA as owner or joint owners. Where any legatee/s is/are minors, his/their guardian shall be entitled to exercise the powers of such minor/s during minority. Persons of unsound mind and lunatics are not entitled to become members but their natural or duly appointed guardian shall be entitled to become member representing such persons.

6. JOINT OWNERS

Where a plot has been purchased by two or more persons jointly or inherited or acquired jointly in the registers of the Association, they shall be jointly entitled to the Plot and the person whose name stands first in the title deed shall alone have the right to attend the meetings and also to vote one vote.

7. HOLDING OF OWNERSHIP COMPULSORY:

Every owner shall have one vote per ownership of one plot.

8. DISQUALIFICATION:

No owner shall be entitled to vote for the election of members of the Managing Committee or the President, Hony. Secretary or Treasurer or be entitled to contest for election to such office if he or she is

in arrears on the last day of the year in respect of his or her contribution for common expenses etc. to the Association for more than 60 days.

9. MANAGING COMMITTEE:

The Governing body of the Association shall comprise of the following members:

President

Hony. Secretary

Treasurer and

Four other members of the Association.

10. MEMBERSHIP RIGHTS, DUTIES AND PRIVILEGES:

1) The applicant for membership in the first instance shall submit an application in the prescribed form to the Association. The Managing Committee shall have the right and power to enquire into the eligibility or otherwise for such admission and is vested with the discretion to accept or reject the application with or without assigning any reasons. However, the Managing Committee may reconsider the application upon such applicant applying afresh.

2) Each member shall pay an admission fee of Rs. 1000/- as aforesaid. All subscription shall be paid in advance at the office of the association. A member admitted any time during the year, is required to pay the full subscription for the year. The said admission fee is not refundable.

11. DEPENDENTS OF MEMBERS:

The dependent of a member of the Association shall be entitled to enjoy the privileges of the Association but shall not have any right to vote and participate in the proceedings/meetings of the Association. Such dependents shall be

i) Wife/husband

ii) Member's unmarried children

iii) Member's Parents

12. WITHDRAWAL FROM MEMBERSHIP:

As per decision taken at the AGM of the Association on 02/09/2001. This clause stands amended - AS DELETED. Previously this clause read as follows: "Any member who withdraws from membership of the Association shall cease to enjoy the rights, privileges and services of the Association and also the right to use the common facilities in GREEK AGORA. If the member who has withdrawn files a fresh application subsequently for membership, the Managing Committee shall be empowered to stipulate such reasonable conditions as it may deem fit in the circumstances".

13 SUBSCRIPTION/MAINTENANCE CHARGES IN ARREARS:

As per decision taken at AGM of the Association held on 02/09/2001:

This clause 12(a) stands amended to read as follows:

a) That a member who has not paid the due subscription/maintenance charges within the period stipulated in the demand notice raised by the association shall not be entitled to any rights privileges and services and such defaulting member shall be liable to pay interest @ 18% p.a. on the due amount from the time the amount became due and until paid in full. Further, such defaulting member shall also bear all costs and expenses that may be incurred by the association to recover the dues from him/her/them.

Previously the clause read as follows:

a) A member whose subscription/maintenance are due and if not paid within period stipulated in the demand notice, shall cease to be a member and shall not be entitled to any rights, privileges and services and the defaulting member shall be liable to pay all costs and expenses that may be incurred by the association to recover the dues.

b) As per decision taken in the AGM of the association on 02/09/2001. This clause 12(b) stands amended – AS DELETED.

Previously the clause 12 (b) read as follows:

“The Managing Committee may re-admit such defaulting member, without a fresh application provided such member pays all the arrears due to the Association within one month from the date of default or such extended period as may be the decided by Managing Committee together with a sum of Rs. 200/- as re-entry fees”

14. ANNUAL GENERAL BODY MEETING:

(a)The Annual General Body meeting of the members of the Association shall be held every year on or before 30th day of September on a Sunday.

i) The Annual General Body meeting shall read and pass the proceedings of the preceding General Body meeting and any Special General Body Meeting held since then.

ii) Adopt the annual report on the financial position and general meeting of the association for the preceding twelve months ending 31st March.

iii) To Transact any other business submitted by the Managing Committee or a member in regard to which at least fifteen days notice in writing has been given to the Secretary.

iv) To appoint Auditors and fix their conditions of service and remuneration.

(b) On the day of the Annual General Body Meeting a Ballot will be held on 12.30 P.M. to 2.30 P.M. for the election of executive committee members once in two years.

15. NOTICE:

A minimum of 21 days notice intimating of the date of the Annual General Body Meeting & for the election of the office bearers shall be sent by the Secretary in writing to every member under certificate of posting to the members' mailing address as per records of the Association.

16. PLACE OF MEETING:

The meeting of the Association shall be held at the Registered Office or at such place as the Hon'y. Secretary decides in consultation with President of the Association.

17. QUORUM:

(i) One third of the total number of Members on the Roll, who are entitled to vote, shall form a Quorum for the transaction of business at the Annual General Body Meeting and Special General Body Meeting.

(ii) If any such Annual or Special General Body Meeting within half an hour from the time appointed a quorum is not present, the meeting, if called upon at the requisition of the members, shall be adjourned. In any other case, it shall stand adjourned to the same day in the next hour as the Chairman may determine at the same time and place and if at the adjourned meeting there is no quorum within half an hour from the time appointed for the meeting, the members present shall form the quorum. No fresh notice need be given to the members for such adjourned meetings.

iii) If at any time during a Meeting it is brought to the notice of the Chairman that there is no quorum it shall be the duty of the Chairman either to adjourn the meeting or to suspend the meeting for half an hour to secure a quorum, but this provision shall not apply to any adjourned meeting.

18. LIST OF VOTERS:

The Managing Committee meet once in two years to pass the list of those entitled to vote at the Annual General Body Meeting. The list shall be supplied to any member on payment of the amount as may be decided by the Managing Committee, on his/her giving one week's notice of demand. The list shall give the names and addresses and phone numbers of the Members.

19. ELECTION:

Election to the members of the Managing Committee shall be held once in two years and the elected body should complete a minimum of 24 months before the calendar of events for the election are announced which will coincide with the Annual General Body Meeting.

20. VOTING :

As per the decision taken in the AGM of the Association on 02/09/2001. This clause under Voting stands amended as follows: That at the Annual General Body Meeting and Special General Body Meeting, voting shall be in person or by proxy and by secret ballot. Voting by letter will not be allowed.

Voting shall be on member basis, each owner being entitled to cast one vote irrespective of the area of the plot. Owners possessing more than one plot shall be entitled to vote such number of votes equivalent to the number of plots he or she owns.

Previously this clause read as follows:

At the Annual General Body Meeting and Special General Body Meetings, voting shall be in person and by secret ballot. Voting by proxy or by letter will not be allowed. Voting shall be on number basis, each owner being entitled to cast one vote irrespective of the area of the plot. Owners possessing more than one plot shall be entitled to vote such number of votes equivalent to the number of plots he or she owns.

21. ANNOUNCEMENT OF RESULTS OF BALLOT AND ELECTION OF OFFICE BEARERS:

After the votes have been scrutinized and counted, the Returning officer appointed by the Managing Committee shall immediately announce the result of the ballot to the persons assembled and then announce the name of the Managing Committee elected for the ensuing period and who will there upon be deemed to have entered into office as the new Managing Committee Members.

22. TIE IN THE BALLOT:

If there be a tie in the Ballot for any office of the Managing Committee, that is, two candidates securing the same number of votes, then the Committee shall thereupon resolve the tie in their presence by the spin of the coin.

23. DURATION OF MANAGING COMMITTEE:

The duration of the Members of the Managing Committee shall be for a period of two years from the date of the election results being declared and shall cease to hold office, or have any claim to the office from the date of the results declared by the Returning Officer and the newly elected members will take charge of the Office within 3 weeks until such time the old Committee will carry on the routine duties.

24. DECISION BY MAJORITY:

a) At the Annual or Special General Body or any other Meetings, the decision shall be by majority of the members present.

i) For any alteration or addition to the Rules for any change in the name and objects of the Association or for any other purpose or

ii) For any alteration or addition to the Bye-laws.

25. CASTING VOTE:

The Chairman shall have one vote of his own at the Annual General Body Meeting and Special General Body Meetings and in the case of any equality of votes, he shall have a casting vote.

26. SPECIAL GENERAL BODY MEETINGS : Summoning of:

A Special General Body Meeting may be summoned by:

- i) The President
- ii) The Hony. Secretary
- iii) Not less than one-third of the number of Members of the Managing Committee.
- iv) By requisition of not less than one third of the total number of Members on the Roll on that date, who are entitled to vote, addressed to the Hony. Secretary, stating in writing the business for which they wish the Meeting to be convened and the Managing Committee shall within 5 days (Previously 10 days) of the receipt of the requisition, call the Special General Body Meeting for a date not later than 21 days (previously 15 days) from the date of receipt of the requisition.
- v) Notice of such meeting and the matter to be laid before it shall be given atleast seven days before the date fixed for the meeting except in the case of Special General Body Meetings convened when twenty one days notice must be given.
- vi) At such Special General Body Meetings, no matter other than that notified shall be taken up.
- vii) The making or sending a notice in the manner provided in these bye-laws shall be considered as notice served.

27. MANAGEMENT AND ADMINISTRATION:

The Managing Committee shall have the responsibility of administering implementation of the by-laws and management of GREEK AGORA, in an efficient manner and shall have all the powers and duties necessary for the administration of affairs of the Association and shall do all such acts and things as are notified by these bye-laws and such of those acts directed to be exercised by the Owners.

28. OTHER DURIES:

In addition to duties imposed by these bye-laws or by resolution of the Association, the Managing Committee shall be responsible for the following that is to say:

- a) Care, upkeep and surveillance of GREEK AGORA and the common areas and facilities.
- b) Collection of monthly assessments from the owners.
- c) Designation, employment, remuneration and dismissal of the personnel necessary for the maintenance and operation of the common areas and facilities,

- d) To provide for the manner in which the audit and accounts of the Association shall be carried out.
- e) To inspect the accounts kept by the Secretary and/or the Treasurer, and examine the registers of account books and to take steps for recovery of all sums due to the Association.
- f) To sanction working expenses, count cash balance and deal with other miscellaneous business.
- g) To see that cash book is written promptly and is signed monthly by; one of the members on the board authorized in this behalf.
- h) To hear and deal with complaints of owners.
- i) To implement the terms and conditions under which in GREEK AGORA are purchased by the owners.

29. MANAGING COMMITTEE:

The Managing Committee of the Association shall meet at least once in quarter or at any other time for special meetings as may be necessary. All business shall be dealt at the meetings, and only formal matters that are urgent may be disposed off by circulation.

30. RESIGNATION OF MANAGING COIMMITTEE:

If at any time, the Managing Committee, as a body resigns, the Hony. Secretary will carry on the day to day administration of the Association till a General or Special Body Meeting is summoned to elect a new Managing Committee. A Chairman for the Special General Body Meeting will be elected from amongst the Member present.

31. VACANCIES IN THE MANAGING COMMITTEE:

- a) Should a vacancy occur, during the period, in the Office of the President, it shall be filled up by the members.
- b) Should a vacancy occur in the Office of the Treasurer or Hony. Secretary or a Committee Member, the vacancy shall be filled by the Member, next in order of the Votes on the Ballot list secured at the last Election. If there be no one on the Ballot-list the Managing Committee shall fill the vacancy of a Committee Member by nominating a Member from the roll of eligible Members.

32. BUSINESS AT MEETINGS:

- (a) To read and confirm the Proceedings of the previous meeting and of all Special meetings and of all Sub Committee Meetings held since the last meeting and of all circulars and letters issued since then.
- (b) The passing of the previous months accounts.
- (c) To dispose of
 - (i) Application for admission to Membership.

- (ii) Recording the list of Members removed from the Roll.
- (iii) To record the number of members during the previous month.
- (d) All complaints received by the Hony. Secretary in writing and to consider emergency complaints disposed off by the President.
- (e) To pass orders in the case of any Members who have disregarded the Rules and Bye-laws and who have outstanding dues.
- (f) To consider and dispose of all recommendations and suggestions in the Suggestion Books.
- (g) To examine and pass bills presented by the Hony. Secretary for payments.
- (h) To consider any resolutions given notice of in writing by a member of the Managing Committee at least one week before the Meeting.
- (i) To consider any resolution given notice of in writing by member of the Managing Committee at least one week before Meeting.
- (j) To examine the accounts.
- (k) Any other business.

33. PROCEDURE AT MEETINGS:

- (a) Resolutions passed by the Managing Committee shall be implemented by the Hony. Secretary
- (b) Resolutions passed by the Managing Committee cannot be reopened or reconsidered until after one month has lapsed, except with the consent of atleast five members of the committee assembled in meeting.
- © Minutes of the previous meetings can be confirmed only at the next meeting.
- (d) At all meetings of the Management Committee, five members shall form a quorum, if the President is not present, the Committee will elect its own Chairman.
- (e) Decision shall be majority of votes of those present except where otherwise stated and such decisions shall be binding on and carried out by all the Members. A Member shall not vote on a matter that concerns himself.
- (f) The President or whoever presided shall have no casting vote. He shall have only his own vote and in case of a tie in voting the motion is not carried.
- (g) A meeting of the Managing Committee may be adjourned with the consent of the majority present if no quorum is present to any date. At such adjourned meeting, the quorum will not be less than three members and shall have powers to dispose of all items left from the first Meeting.

34. SPECIAL MEETING OF THE MANAGING COMMITTEE:

(a) The President on his own can at any time, summon a Special Meeting of the Managing Committee and no business shall be done at the meeting unless he be present. If he be not present or there be no quorum ten minutes after the time from starting, the Meeting will be dissolved.

(b) The Hony. Secretary shall call a Special Meeting of the Managing Committee within a week on receiving a written request to do so signed by not less than four Committee Members and stating the business of the Meeting. If there is no quorum ten minutes after the starting time, the Meeting will be dissolved.

© In summoning a Special Meeting of the Managing Committee, at least four days notice must be given but in case of emergency at least four hours notice must be given.

(d) All notices, summoning a Special Meeting of the Managing Committee should state the business to be transacted and no other business shall be dealt with the Meeting.

35. POWERS OF THE MANAGING COMMITTEE:

(a) The salaried staff shall be appointed and dispensed with by the Managing Committee and shall be under their direct control.

(b) Any Members of the Managing Committee who fails to attend three consecutive meetings of that body, shall vacate his seat thereon; but such member shall at the discretion of the Managing Committee, be allowed to retain his seat if his absence has not been willful but as result of unavoidable circumstance.

(c) Property, movable and immovable belonging to the Association shall be vested in the Managing Committee on account and for the benefit of the Association and the executive management of the Association shall also be vested in that body.

(d) The Managing Committee may under the authority of the Members of the Association assembled at an Annual Special General Body Meeting, collect funds through charity shows on account of and for the benefit of the Association to the extent authorised.

(e) In the matter of expenditure, the Managing Committee must on no account exceed the income of the Association during the current financial year.

(f) To the extent possible all works and projects of any kind or sales or purchases of all kind of materials likely to cost more than Rs. 10,000/- shall be carried out by calling for quotations and after due negotiation.

(g) The budgetary allocations made at the General Body Meeting shall be used exclusively for the project for which it has been sanctioned and shall not be carried over to any other project unless otherwise the Annual General Body Meeting authorizes the Managing Committee. However, if any Managing Committee incurs any unforeseen expenditure which in the opinion of the Managing

Committee was for the benefit of the Association, such expenditure shall be place at the Annual General **Body Meeting, whichever is earlier.**

(h) An elected member of the Managing Committee found guilty after due enquiry of any act unbecoming of the office shall be reported to the General Body for necessary action provided such action is taken by not less than four members of the committee assembled at the Meeting.

(i) The Managing Committee shall have the power of removing from the list of Membership of the Association any member who has been duly admitted under the previous Rules, under any of the following circumstances, provided not less than four members of the committee assembled in Meeting shall be in favour of such removal.

1) Any member who if found to be guilty of willful infringement of any of the Rules or Bye-laws.

2) Any member who, by his conduct or in any other way, is guilty of any act which is offensive to other members; or is likely to disturb the harmony of other members; or to be prejudicial to the interests of the Association as respects, reputation, welfare or principle.

(j) A Member dealt with under this rule should have the right to appeal to the General Body of Members which he must exercise within fourteen days of receiving the order of expulsion by writing to the Managing Committee through the Hony. Secretary to call a Special General Body Meeting.

(k) A member, expelled under the Rule, will not be allowed to attend any function of the Association as a guest or on payment. He may re-apply for Membership after a lapse of one year from the date of expulsion.

36. GENERAL RESERVE FUND :

All surplus funds shall be credited to a General Reserve Fund and invested in Trust Securities or in Fixed Deposit in any Scheduled Bank or any other authorised institution where they yield more interest and the accrued interest thereon shall be invested in like manner to the corpus of the Fund.

The Managing Committee is empowered to draw and utilize this fund as and when required for the benefit of the Association and to further the objects of the Association.

37. BANK ACCOUNTS :

The Managing Committee shall maintain Bank Accounts ordinarily with any Scheduled Bank.

38. CHEQUES :

Except petty payments, all payment shall be made by cheques. Every such cheque shall be signed by the Treasurer alongwith either the President or the Hony Secretary. Both signatories to a cheque are equally responsible that the money being drawn is for the purposes of the Association. The Association may open account in any Scheduled Bank, Nationalised Bank or any established or reputed Financial Institutions.

39. SECURITIES :

The Treasurer and the Hony. Secretary shall at the end of each year as on the 31st March make a statement of securities, bonds, cash certificates etc and certify to their correctness and safe custody, the annual report. The auditor shall do the same in the audit report.

40. AUDIT :

The accounts and balance sheet shall be audited every year ending 31st March by a qualified Chartered Accountant as per the Institute of Chartered Accountants Act 1964. The Reports shall be made available for examination by any member before the General Body Meeting.

41. GENERAL :

The Managing Committee, and the Treasurer in particular shall exercise due care and prudence in spending and managing Association funds.

42. SUB – COMMITTEE :

(a) The Managing Committee shall appoint Sub Committee to help them in administering the affairs of the Association. The Hony. Secretary shall be the Ex-Officio member of such Sub-Committees and shall have the power to participate in the proceedings and cast his vote.

(b) They shall meet as often as the situation requires.

(c) Each Sub Committee shall consist of one Member of the Managing Committee incharge who will be the chairman at all the meetings and at least two other Members to be nominated by the Managing Committee from the General Body of Members. The Chairman of the Sub Committee shall have a casting vote.

(d) The quorum at any meeting shall not be less than two persons. If there is no quorum then a notice shall be issued by the Member-in-charge adjourning the meeting to a date not more than five days later. If he fails to obtain a quorum at the adjourned meeting, the Member-in-charge may in his own initiative, proceed with the business for which the Meeting was summoned. If the Member-in-charge is absent at a Sub Committee meeting, the President shall preside over the Meeting.

(e) The proceedings of all Sub Committees shall be subject to confirmation by the Managing Committee and except in Emergency cases, a resolution of a Sub Committee will have no force until it has been so confirmed.

(f) The Chairman of each Sub Committee shall be responsible for checking the property, which is essentially that of his department, in the General Stock Book and the result of such check recorded in the Sub Committee proceedings.

43. FURNITURE AND STOCK BOOK :

(a) A General Stock Book shall be maintained, wherein will be recorded all the movable property of the Association.

(b) Properties of insignificant value or specifically purchased for an occasion and which may be of no further use will, at the discretion of the Managing Committee, not be entered in the stock book.

c) The Building Sub Committee shall be responsible for the maintenance of all Buildings, Furniture, fixture and appurtenances, electric and water supply installations, fire service, roads, evergreen areas and the grounds.

(d) The Sub Committee concerned and the Hony. Secretary shall independently before the end of the Association year March 31st, check all stock and compare all the Stock Book. Any discrepancies shall be reported in writing to the Managing Committee. Each Sub Committee shall also check the stock which is essential at its department when they assume office.

44. DISTRIBUTION OF OFFICES:

One member shall not at the same time hold more than one of the following Offices:

President,

Treasurer,

Hony. Secretary.

45. DUTIES OF OFFICE BEARERS :

(a) PRESIDENT :

The President shall be the Chief Executive Officer of the Association shall preside at all the Meetings of the Association and Committee as Chairman except when the Managing Committee resigns, and to regulate their proceedings as well as to preside at all meetings of the Managing Committee and to deal with all correspondence that may be put to him. Also as the Chief Executive Officer of the Association, to execute and to see to the execution of the rules and orders of the Association and to direct and control all staff and the administration and working of the association and he shall carry out the majority decision of the managing committee in all matters. At the Annual General Body Meeting, he shall answer all questions relating to the working of the Association and may, if necessary, call upon any Member of the Managing Committee to do so.

(b) TREASURER :

i) The Treasurer shall be responsible for Association funds and securities in the Bank and shall operate the accounts under the joint signature either of the President or the Secretary or as may be resolved by the Managing Committee.

ii) In regard to all such amounts, the Treasurer shall assure himself that they are sanctioned in accordance with the rules and solely for Association purposes. If he is not satisfied he shall refer the matter back to the Managing Committee for reconsideration.

iii) The entry in the Cash Book, after being checked should be initialed by him and Bank Statement placed before the Monthly meeting of the Finance Committee.

iv) He shall sign the audited Balance Sheet.

C) Hony. SECRETARY

a) The Hony. Secretary shall be the officer of the Association.

b) The Hony. Secretary may be personally referred to by members during office hours or any time in case of emergency.

c) His duties shall be:

i) To conduct the correspondence of the Association and of the Managing Committee and to sign letters and papers on their behalf, except those addressed to the High Officials and important documents which will be signed by the President. He shall not use a rubber stamp for his signature on any document or correspondence.

ii) To issue notices of and to attend all General and Special General Body Meetings and Meetings of the Managing Committee, to take notes of the proceedings of such meetings during their progress and at the commencement of such meetings to read the minutes of the previous meetings. He shall have the proceedings of all General Body Meetings prepared within 15 days.

iii) To state at the meetings of the Managing Committee the change in number of members during the previous month, to report the receiving of any special gifts or donations and to read all letters other than routine for the information of and disposal by the Managing Committee.

iv) To keep the records of the Association in order.

v) He shall maintain a register for the rules and Bye-laws to record all alterations and additions made to them at General Body Meetings and have Rule Book brought up to date with them before they are issued to members. All such alterations and additions to the rules and bye laws should be passed on the Notice Boards after the General Body Meetings. He shall maintain a stock of not less than 50 copies of Book of Rules and Bye-laws for issue to members.

vi) Notwithstanding the powers vested in the Managing Committee the Hony. Secretary shall have the right to adopt such disciplinary measures as may be necessary against the clerical and other staff placed under his control subject to confirmation by the Managing Committee.

vii) He will be responsible for the accounts of the Association being kept in accordance with the system in force and prepare for proper audit in due time. He will assure that all Banks Books are kept in safe custody.

viii) To see that the Rules and Orders are duly observed and to bring to the notice of the Managing Committee in a book kept for the purpose, every instance of disregard and infringement of any Rules, Bye laws or Order and to inform the committee or the member who is in arrears.

ix) He shall be the custodian of all the property belonging to the Association and shall be responsible to the Managing Committee for all losses caused through his negligence. He shall unfailingly carryout his duties regarding the General Stock Book.

x) To prepare a summary of the proceedings of all Meetings of the Managing Committee and to post copies on the Notice Boards where they shall remain for atleast seven days or longer until replaced by the proceedings of the subsequent Meeting. These summaries should be sufficiently full to make out the nature of each item of business transacted.

xi) He shall efficiently and effectively manage the staff and secure the best services to the Association.

xii) He shall be present at all functions held by the Association.

xiii) He shall not allow any papers, files and other records of the Association to be sent outside without the sanction of the Managing Committee.

xiv) He shall make available to other members on receiving a written notice of not less than twenty four hours any official record or document or any matter connected with the Business of the Annual General Body Meeting or a Special General Body Meeting.

xv) He will carry out such other duties as may be laid down for him in these Rules or by the Managing Committee in the Office Order Book from time to time.

d) COMMITTEE MEMBERS:

In addition to their departmental portfolios, committee members will generally assist the President in seeing to the execution of the rules and bye-laws of the Association, particularly for the department under their care.

46. OBLIGATIONS OF THE OWNERS:

A) ASSESSMENT:

All owners are obliged to pay monthly/quarterly/annual assessments as may be imposed by the Association to meet all expenses of GREEK AGORA, for proper maintenance of all common areas. This may include an insurance premium for a policy to cover the repair and re-construction work in case of hurricane, fire, earth-quake and other natural hazards and calamities. The assessment shall be made

pro-rata according to the area of the plots. Such assessment shall include monthly payments to a General Operating Reserve and Reserve Fund for replacement.

B) MAINTENANCE AND REPAIR :

a) Every owner must perform promptly, all maintenance and repair work within his own plot, which if omitted would affect GREEK AGORA in entirety or in a part belonging to other owners, being expressly responsible for the damage and liabilities that his or her failure to do so may cause and no owner shall sub-divide under any circumstances.

b) All the repairs of internal installations of the plots such as water, light, gas, power, sewerage, telephone, air conditioner, sanitary installations door windows, lamps and all other accessories shall be at the expense of the owner concerned.

c) An owner shall reimburse the Association for any expenditure incurred in repairing or replacing any common area and facility damaged through his/her fault.

d) All owners of plots in GREEK AGORA are entitled to enjoy their respective plots without subdividing the same and subject to various rules and regulations mentioned in these bye-laws and also subject to various terms and condition mentioned in the Agreement to Sell executed in their favour prior to purchase and also in the letter of undertaking or Agreements given by the Purchasers of the plots who have purchased the plots without any prior Agreement to Sell.

C) USE OF COMMON AREAS AND FACILITIES :

An owner shall not place or cause to be placed in the common areas of GREEK AGORA and its facilities of a similar nature any goods or valuables or obstruction of any kind. Such areas shall be used for no other purposes than for normal transit through them.

D) RIGHT OF ENTRY :

An owner shall grant the right of entry to the Managers or any other office bearers or to any other person authorized by the Board or the Association in case of any emergency originating in or threatening his/her plots whether the owner is present at time or not.

- a) Owners shall exercise extreme care and restraint about making noises or the use of musical instruments, radios, television and amplifiers that may disturb others.
- b) It is prohibited to throw garbage or trash outside the plots. A garbage or trash shall be collected in a vessel and be kept in the dust bins in their own respective plots and should be transported outside GREEK AGORA at suitable intervals.
- c) The Managing Committee and its members are entitled to exercise such rights as are conferred upon them in these Bye-laws.

47. GENERAL

A copy of these rules shall be supplied to each member and his receipt obtained in the register to be maintained for the above purpose, omission on the part of a member to sign the register or to take a copy of the above said rules will not exonerate such member from liability of being bound by the Rules of the Association.

48. LITIGATION BY MEMBERS :

A member shall not resort to litigation in any matter concerning the Association, but will in the first instance, represent his case to the Managing Committee in writing. If the aggrieved member is not satisfied with decision of the Managing Committee or if there be no Managing Committee in office, the matter shall be placed before a Special General Body Meeting which shall be convened by the Managing Committee on receiving a written requisition from the Member through the Office of the Secretary to do so, within fourteen days of the Managing Committee's decision where this has been given. The decision of the General Body shall be final and binding on him.

49. DISSOLUTION OF THE ASSOCIATION :

Any proposal to dissolve the Association, should be in accordance with the procedure laid down in Section 22 and 23 of the Karnataka Societies Registration Act, 1960.

50. PROVISION :

Provided that no amendment to the Memorandum of Association, Rules and Regulations of this Association shall be made which may prove to be repugnant to any provisions of the Income Tax Act as amended from time to time. Further any amendment carried out shall be forthwith reported to the Commissioner of Income Tax.

The Managing Committee in its meeting shall consider all questions effecting businesses that may be of interest to the members of the Association and they shall circulate any information which may be of use and beneficial to the members.

Amendments to the Memorandum of Association, change of name, Rules and Regulations, and any other activities relating to the Association shall be strictly in accordance with the provisions of Section 9 and 10 of KSR ACT, 1960 and that which is not specifically provided under the Rules and Regulations, the provisions of the Karnataka Societies Registration Act and the Rules made therein of any orders of the Government shall apply.

51. ACCOUNTS :

a) A banking account shall be opened by the Association, into which all monies received on behalf of the Association shall be deposited. However Treasurer may retain in his personal custody an amount not exceeding Rs. 10,000/- for petty expenses. Payments shall generally be made by Cheque only signed by the Treasurer and the President or Hony. Secretary.

b) All payments made by the members of the Association as contribution of their dues or payments of any other nature what-so-ever, shall be duly acknowledged by the Treasurer by issue of an official receipt for the same.

c) The Association shall on or before 31st July in each year publish an audited Annual Financial Statement in respect of the common areas and facilities containing :

i) The profit and loss account.

ii) The receipt and expenditure of the previous financial year.

iii) A summary of the property and assets and liabilities of the common areas and facilities of the association, giving such particulars as will disclose the general nature of these liabilities and assets. Also, details as to how the value of fixed assets has been arrived at.

iv) The audited financial statement shall be open to inspection of all members of the association during office hours and in the office of the association.

v) Every financial statement shall be accompanied by a complete list of the members of GREEK AGORA RESIDENTS ASSOCIATION . These shall also accompany the statement of list of loanees. The financial statement shall state what profits and expenses of common areas are included.

52. DIGGING OF BOREWELL BY INDIVIDUAL PLOT OWNERS :

Supply of water to meet normal domestic needs of each member is the responsibility of GARA and it shall do so based on total availability on pro rate basis. No individual plot owner shall sink borewell in their plot.

53. CUTTING OF COCONUT TREES BY INDIVIDUAL PLOT OWNERS :

No Coconut Trees shall be cut by any plot owners for construction of their dwelling units. However only exception shall be when trees are certified dead/dying by Horticulture Department of the Government. Based on this certificate , GARA approval is required cutting of any coconut trees.

54. SEAL OF THE ASSOCIATION :

The Association shall have a common seal which shall be in the custody of the Hony. Secretary and shall be used only under the authority of a resolution of the Board, and every deed of instrument to which the seal is affixed shall be attested for and on behalf of the Association by two members of the Managing Committee and the Hony. Secretary, or any other authorized by the Association.

55. WORKING HOURS :

The Working Hours of the Association shall be:

10.30 a.m. to 1.30 p.m.

2.30 p.m. to 5.30 p.m.

56. FINANCIAL YEAR :

The financial year of the Association shall be from ENDMENTS OF BYE-01st April to 31st March of the succeeding year.

57. AMENDMENTS OF BYE-LAWS:

These bye-laws may be emended by; the Association in duly constituted meeting for purpose and no amendment shall take effect unless approved by owners representing atleast 2/3 majority of members present in such meeting.