

Date: 18-Oct-2020

## PHS Alumni Association (*Proposed*)

### Minutes of Meeting

Topics Discussed	Conclusions/Outcomes	Action Owner
<b>Updates from last meeting</b> - Team reached out to eminent personalities and get their support.	Team continued to reach out more eminent people and get overwhelming supportive responses.	Team
- Reaching out to School authorities	We reached out to current Teacher in Charge Dilip Babu, Retired Head Teacher Anup Babu and received very encouraging support from them. As next step a small group of us will meet Dilip Babu personally in School on Nov-03 and will submit a written memorandum. He will take it up with school committee after that.	Sudip and Avilash
- Registration of the Association	Currently this has been kept on hold till we submit our memorandum to school on Nov-03 and get an acknowledgement from them.	N/A
- Complete the Video message	The Video message is 90% complete. It has been shared with all members in WhatsApp group for initial preview and review. We will make some final updates in next few days and make it completely ready to be made public immediately after our meeting with school.	Sarojit

- Website	The Website is 90% complete. It has been shared with all members in WhatsApp group for initial preview and review. We will make some final updates in next few days and make it completely ready to be made public immediately after our meeting with school.	Sudip
<b><u>New Items Discussed</u></b> Physical Meeting of members	A proposal was made to do a physical meeting of committee members and other interested members before school meeting to discuss the logistics of meeting with School and use it as meet and greet session	Arindam and Sudipta
Create a dos/don'ts for members to be put up in website	Proposal was to come with a list of dos and don'ts for members and publish it in Website, Facebook and WhatsApp	Bidyyut and Debashis
New Photos of School	We need some nice and latest photos of school for website	Arindam
Committee	We discussed the open positions in the committees and based on interests below is the latest structure of Committee	N/A

President	Dr. Buddhadev Panja
Vice President(s)	Mr. Debashis Maity and Mr. Sarojit Bera
Secretary	Mr. Sudip Das
Joint Secretary(s)	Mr. Avilash Ghoshal and Mr. Joy Bhowmick
Treasurer	Mr. Bidyyut Bhattacharya
Join Treasurer(s)	Mr. Somnath Show and Mr. Subrata Panja
Legal Advisor(s)	Mr. Chiranjib Paul
Cultural Secretary	Mr. Sudipta Mukherjee and Mr. Hindol Chattopadhyay
Public Relations Manager	Mr. Arindam Das
Executive Members	Mr. Suman Majumdar, Mr. Sukanta Mitra, TBD1, TBD2, TBD3, TBD4, TBD5, TBD6.
Members	All members in WhatsApp group

Note: We need more active participation from all the members so that we can add them in the committee and make the committee complete. Inviting nominations for the open TBD positions in the committee. The committee structure will be revised later as needed.