



MINUTES OF 95th EXECUTIVE COUNCIL MEETING

Date: 19th May, 2023 (with Elected and Co-opted members of current and new EC)

Time: 10:30-16:00

Venue: Conference room, Hotel Rezza's, Ahmedabad

DAY 1 (HANDOVER)

This meeting was primarily for handing over charge by the current EC to the new ISOLA Executive Council

Members Present (Current EC 2021-23)

Devayani Deshmukh Upasani*	Hon. Secretary
Deepak Rao*	Hon. Treasurer
Ashish Patankar*	Fellow Member

Members Absent with notice (Current EC 2021-23)

Sridevi Rao	Hon. President
Prashanta Bhat	Hon. Vice President
Sujata Kohli	Past President
Ganga Krishnan	Fellow Member
Venkata Lakshmi	Associate Member
Charvi Samdhani	Associate Member

Members Present (New EC 2023-25)

Urmila Rajadhyaksha	Fellow Member
Rohini Prasad	Fellow Member
Manjusha Ukidve	Fellow Member
Rukkumany R H	Fellow Member
Maithili Velangi	Associate Member
Ankur Jajpuria	Associate Member
Rashmi Paramesh	Associate Member
Sarang Bhide	Co-opted member (11:00-16:00)

* *Members of both Current and New Executive Council*

The members present unanimously agreed upon the office bearers' appointments.

Urmila Rajadhyaksha	Hon. President
Rohini Prasad	Hon. Vice President
Devayani Deshmukh Upasani*	Hon. Secretary
Deepak Rao*	Hon. Treasurer

All the elected members unanimously agreed to co opt Sarang Bhide into the Executive council.

INDIAN SOCIETY OF LANDSCAPE ARCHITECTS

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1. Memberships

Devayani updated the new EC regarding the Membership Database which included the updated status of memberships (420 valid members) membership concerns, issues etc. She further updated the members present regarding the low number of student (28 no) which has been a growing concern for ISOLA. It was decided to explore the possibility of working with education board to explore the possibility of mandatory students' membership for recognised institutions.

The possibility of mechanism to be put in place to recognise past students from institutes which are now recognized but earlier were refused recognition was also discussed.

The immediate need to look into the donor member category as well the possibility of introducing friends of ISOLA (which includes allied professionals) was further discussed.

It was decided that the membership committee be formed at the earliest to take this forward.

Urmila Rajadhyaksha, Ashish Patankar and Devayani Deshmukh volunteered to be a part of this committee.

Devayani further appraised the EC regarding the pending issue of membership certificates, since 2020. It had been decided in a previous EC meeting that all membership certificates will now be soft copies, unless a member specifically asks for a hard copy. The current EC agreed with the same and decided to work towards the disbursement of certificates at the earliest. Ankur Jajpuria suggested that E-certificates to be issued and in locked format to avoid misuses. volunteered to look into the same.

It was further decided that the hard copy of certificates will be issued once a year and a specific time period would be given to the members to apply for the same.

Person incharge in current EC: Devayani Deshmukh

Person incharge in new EC: Devayani Deshmukh

2. Financial Status Of Isola

Deepak Rao updated the EC regarding the various accounts of ISOLA including the conference account.

The reimbursement capping for all the office bearers and Chapter representative travel was increased from the present amount of Rs. 8000 / - to Rs.12000/- for travel and remains maximum Rs 4000/- for stay for one night in case of 2-day EC meeting.

It was agreed to set the travel cap for Tamil Nadu & Kerala at Rs. 14,000/- , based on present flight costs which is considerably higher. It is mandatory for all the EC members to book their flights a month in advance with an exception of any unscheduled travel for ISOLA work if required.

Deepak further updated the members that no travel reimbursement was provided for the AGM travel as it is mandatory for all members to attend the AGM

Regarding the chapter accounts, it was discussed that all chapter treasurer email a summary of accounts every three months for ease of maintaining record and ensuring transparency

Person incharge in current EC: Deepak Rao

Person incharge in new EC: Deepak Rao

3. Office Lease Agreement

Deepak updated the members regarding the details of the office lease. He also mentioned the probability of increase of rent for the office now as the landlord has not increase rent during the covid years.

Person incharge in current EC: Deepak Rao

Person incharge in new EC: Deepak Rao

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4. Office administration and manager and ISOLA data

Devayani introduced the members to the office administrator Pooja Mulchandani who is responsible for the day to day working of ISOLA office. She further apprised the team regarding the, scope of work, terms of engagement of the office manager along with the status of all office records (filing, membership data, accounts data), status of all physical storage (especially conference books), including filing systems in the office.

Person incharge in current EC: Devayani Deshmukh Deepak Rao

Person incharge in new EC: Devayani Deshmukh Deepak Rao

5. Status of ISOLA chapters

Devayani updated the members presently there 10 ISOLA chapters. status (Bangalore, Delhi, Hyderabad, Madhya Pradesh, Maharashtra, Mumbai, Gujarat, Kerala, Rajasthan, Tamil Nadu & Pondicherry)

There is recent chapter formation request for Punjab chapter- guidelines are sent to them. They have to revert back with data to form new chapter.

Deepak updated that all the chapters need to send in their audited accounts before June 10th, 2023

Devayani updated that all chapters to send in their chapter reports before July 31st, 2023

It was decided to suggest that all chapters to send their annual activity calendar with by May 30th 2023 including the Pan-India initiatives. Manjusha volunteered to be the Chapter co Ordinator for the term

Devayani further updated the members that workshops will be held for Chapter secretaries & chapter treasurers in the month of June/July in online format. All EC and chapter office bearers will also be requested to attend the workshops as observers.

Person coordinating in current EC: Devayani Deshmukh, Charvi Samdhani, Chapter Representatives

Person coordinating in new EC: Devayani Deshmukh, Manjusha Ukidve, Chapter Representatives

6. ISOLA Conference

Devayani updated the members that the book of proceedings of Goa conference is in completion stage will be released shortly. Work on the book of proceedings of Hyderabad conference is pending.

Maithili updated that the all the data regarding the book of proceedings of Bangalore conference has been shared with Grafiniti team and the final draft is pending from their end.

Person incharge in current EC: Individual responsibilities for specific tasks

Person incharge in new EC: Individual responsibilities for specific tasks

7. ISOLA Awards

Devayani updated the members that ISOLA awards cycle has now been coordinated with the AGM cycle. She mentioned that as an ongoing process of ISOLA Awards revamp the category of recognition professionals of allied fields and of ISOLA members will be added to the awards cycle this year onwards..

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The nomination process of the ISOLA medal has been refined as per the advisory committee suggestions. The nomination for the ISOLA medal needs to be done by an agreement of 5 ISOLA fellow members.

The same process is valid for the nomination of recognition of allied professional and recognition of ISOLA member.

She further updated that letter of authorship to be submitted during the design submission along with the document of call for award entries which carries all the above mentioned details is being worked on by Shilpa Chandawarkar

Person incharge in current EC: Shilpa Chandawarkar, Devayani Deshmukh

Person incharge in new EC: Shilpa Chandawarkar Devayani Deshmukh

8. Education Board

It was unanimously decided that Rukkumani R H will head the Education board. It was decided to set up the handover meeting in virtual format at a later date. Rukkumani was further requested to identify the other members of the Education Board.

Person incharge in current EC: Swati Sahasrabudhe, Prashanta Bhat

Person incharge in new EC: Rukumany RH, with past EB members if anyone would want to continue association.

9. Website & Social Media

Ashish shared the details of the present website. He updated the team that the present vendor will be moving out by June end. He further updated that the present website needs to be revamped to handle the growing requirements. Additionally relooking at the overall website experience was discussed. The possibility of unveiling the new website during the conference was discussed.

Person incharge in current EC: Ashish Patankar, Charvi Samdhani

Person incharge in new EC: Urmila Rajadhyaksha, Sarang Bhide

Manusha Ukidave, Maithili Velangi, Ankur Jajpuria and Rashmi Paramesh volunteered to look after the various ISOLA social media handles. It was discussed that a standard operating procedure document for the social media updates would be created at the earliest along with creating a calender for social media updates.

10. ISOLA Documents And Guidelines- Memorandum, Byelaws, Chapter Formation, Membership, Elections, Code Of Conduct, Finances

Devayani updated the members regarding the various ISOLA documents

Person incharge in current EC: Devayani Deshmukh, Deepak Rao

Person incharge in new EC: Devayani Deshmukh, Deepak Rao

11. Submittal of Byelaws to Charity Commissioner

Deepak Rao updated the members regarding the ongoing process of the submittal to the Charity commissioner office.

Person incharge in current EC: Jitendra Pawgi, Deepak Rao

Person incharge in new EC: Jitendra Pawgi ,Deepak Rao

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12. Matters related to IFLA

Deepak updated the members that the pending dues to IFLA because of the signatory change issue from HDFC bank is now getting resolved and the fees to IFLA will be shortly paid.

Devayani and Ashish updated the team regarding the willingness of ISOLA to bid for IFLA APR congress 2025 as discussed in the earlier EC meetings. The EC members unanimously agreed that ISOLA should bid for the same. The possibility of a Pan India organizing committee and possibility of Mumbai as the venue considering good international connectivity was also agreed upon all the members present. Ashish further updated that the formulation for the bid is yet pending as details with respect to hosting are yet to be received from the secretariat. Urmila Rajadhyaksha as the ISOLA representative to IFLA agreed to take up the communication on immediate basis.

Person incharge in current EC: Sridevi Rao, Deepak Rao

Person incharge in new EC: Urmila Rajadhyaksha, Rohini Prasad Devayani Deshmukh Deepak Rao

13. Continuing collaborations- NASA

Devayani updated the members that the collaboration with NASA has been continuing smoothly with the M Shaheer trophy drawing one of the highest registrations.

Person incharge in current EC: Shilpa Chandawarkar, Devayani Deshmukh

Person incharge in new EC: Shilpa Chandawarkar, Devayani Deshmukh

14. Continuing collaborations- IGBC

Deepak updated the members that the collaboration with IGBC has been renewed last year for a total period of 3 years.

Person incharge in current EC: Sujata Kohli, Sridevi Rao, Working Group

Person incharge in new EC: Urmila Rajadhyaksha, Rohini Prasad

15. Other collaborations

Devayani updated the members that presently there are no other ongoing collaboration except IGBC and NASA. She further updated the members that the advisory committee of the Past Presidents guide the EC regarding the decisions for upcoming collaborations if any.

Person incharge in current EC: Sujata Kohli, Sridevi Rao, Working Group

Person incharge in new EC: Urmila Rajadhyaksha, Rohini Prasad, Sridevi Rao Advisory committee (Rohit Marol, Sujata Kohli, Savita Punde, Sachin Jain)

16. Committees- Resource Centre

Devayani updated the members that Venkata Lakshmi has been in charge of the resource centre working. The primary structure for resource collection system has been put in place. It was decided to have a handover meeting at a later date.

Person incharge in current EC: Venkata Lakshmi

Person incharge in new EC: Manjusha Ukidave Devayani Deshmukh

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17. Committees - Advisory Group

Devayani updated the members that the Past Presidents and office bearers form the advisory group for the present EC and can be requested to advise the EC regarding any concerns as and when requested. The EC members agreed to the same.

[Person incharge in new EC: Past Presidents and office bearers](#)

18. Student Forum/ Emerging Professionals

Devayani updated the members regarding the students forum stating that it was presently inactive. Considering the lack of student memberships presently it was decided to activate the student forum at the earliest. As a beginning to the renewed interaction with students it was decided to look into the idea of open-mic an open interaction between students and emerging professionals and the senior members within the fraternity as a post AGM activity.

[Person incharge in current EC:](#)

[Person incharge in new EC:](#)

19. New initiatives in the past term

The members were briefly appraised about the various initiatives/works done during the tenure of the outgoing EC which included

Awards revamp and ISOLA Awards function

Spoorthi Sthalam Competition

Isola Symposium

ISOLA@25

20. Any other point with the permission chair

- Deepak updated the EC regarding petty cash expenses of Rs 5100/- at the venue of the ISOLA symposium at Chennai. The EC approved the expenses.
- Tentative date for the next EC meeting was finalized as 15th September at Ahmedabad .
- AGM is scheduled to be conducted on 16th September 2023 at Ahmedabad

It was discussed that as last year the ISOLA awards night will be scheduled in the evening on the 16th September

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DAY 2

Date: 19th May, 2023 (with Elected and Co-opted members of current and new EC)

Time: 10:30-16:00

Venue: Conference room, Hotel Rezza's, Ahmedabad

Members Present (Current EC 2021-23)

1. Urmila Rajadhyaksha	Honorary President
2. Rohini Prasad	Honorary Vice President
3. Devayani Deshmukh	Honorary Secretary
4. Deepak Rao	Honorary Treasurer
5. Ashish Patankar	Fellow member
6. Manjusha Ukidve	Fellow member
7. Rukkumany R H	Fellow Member
8. Maithili Velangi	Associate member
9. Ankur Jajpuria	Associate member
10. Rashmi Paramesh	Associate member
11. Sarang Bhide	Co-opted member

Chapter representative

12. Sudhir Chougule	Bangalore
13. Dhara Shah	Mumbai
14. Prachi Wakale	Maharashtra
15. Rushika Khanna	Gujarat
16. Parisutha Rajan	Tamil Nadu and Pondicherry
17. Karl Marx	Kerala
18. Kavita Kedavat	Rajasthan
19. Savita Raje	Madhya Pradesh
20. Narayan Gopalkrishnan	Hyderabad

Special invitees

21. Pooja Mulchandani	ISOLA office manager
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Members absent (with notice)

Executive council members

22. Sridevi Rao	Past President
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Chapter Representative

23. Seema Anthony	Delhi
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Hon. President Urmila Rajadhyaksha presided over the meeting.

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The Chapter representatives were briefed regarding the proceedings of Day 1 of the meeting

1. ISOLA calendar for 2023-24

Devayani updated the chapter representatives regarding the initiatives/activities planned for the year.

The calendar for year 2023-24 was discussed, which included the following ISOLA AGM for the year 2023 is scheduled to be conducted on 16th September 2023. The Chapter representatives were urged to make sure that all the managing committee along with maximum members from the chapter attend the AGM.

The ISOLA awards night is scheduled on the 16th evening along with a day excursion on the 17th morning for all the members.

The dates for the upcoming EC meetings were decided follows

96th EC meeting: 15th September at Ahmedabad

97th EC meeting: 2nd/9th December (venue to be decided)

98th EC meeting: 22nd February at Bhopal

The ISOLA conference at Bhopal is scheduled for the 23rd and 24th February 2024

World landscape month celebration scheduled for April 2023.

2. Pending tasks

Charity commissioner filings

As discussed on day 01, Deepak Rao updated the members regarding the ongoing process of Charity Commissioner Filings.

Membership certificates

Devayani updated the members, that regarding the option of soft copy certificates for members, which will be looked into for this year.

ISOLA Website

Ashish updated the members that the present vendor responsible for the update and upkeep of the website will not be continuing June onwards. It was discussed that quotes from multiple vendors need to be called for. The chapter representatives were asked to help with suggestions for the same.

Furthermore, the present website is unable to support the present requirement. Ashish updated the members that preliminary work for the new website design was done by Charvi and him, which can be further expanded upon.

It was discussed that the Gujarat managing committee could also integrate the studio showcase requirement in the new website design. It was discussed that reference books, other resources be made available in the members only section of the website.

Ashish volunteered to take forward the work on the website and unveil the new website at the Bhopal conference.

Conference book of proceedings

Devayani updated the members that the book of proceedings of Hyderabad conference is pending. Narayan Gopalkrishnan volunteered to revert back regarding the same at the earliest.

3. ISOLA All members General body meeting 2023

The date for the AGM 2023 was finalized as 16th September and the AMA (Ahmedabad Management Association) hall was finalized as the venue.

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Devayani updated the members that the post AGM initiative was “Open Mic” an open discussion platform for students and young professionals to interact with the senior members of the fraternity. All the members present welcomed the initiative. It was decided to revitalize the student forum and tie it up with the Open mic initiative to involve the younger members with ISOLA.

Deepak updated the Chapter representatives that the audited chapter finance reports need to be submitted by 17th June 2023 for all the formalities to be completed before the AGM

Devayani updated the members that the chapter activity report needs to be submitted to the chapter co Ordinator by 30th July.

The chapters need to present a short 5-minute video of their activities during the AGM 2023.

4. ISOLA Awards night

Devayani updated the members, that as decided last year the ISOLA awards declaration would be scheduled on the evening of 16th September (post the AGM).

She updated the members regarding the change in the nomination process of the ISOLA medal and the inclusion of the appreciation awards this year onwards.

5. ISOLA conference 2024

Savita Raje updated the members regarding the overall progress of the conference planning at Bhopal scheduled on 23rd and 24th February. The conference theme is Landscapes of co-existence which was appreciated by all.

She further presented the subthemes of the session as Forms, symbols and meanings in coexistence

Potency of the Indigenous Cultural Landscapes

Transformation and present status of indigenous landscapes

Future of Indigenous Cultural landscapes

She updated the members regarding the list of probable speaks which included Dr. Ken Taylor, Julia Watson, Padmavati Dwivedi, Sharatchandra Lele, Richard J. Weller, Dr. Sarah Wagner, Dr. Attilio Petruccioli. The conference schedule will include talks in the morning session and workshops in the afternoon session.

She updated that the local organizing committee along with some student volunteers is working towards creating an app for the conference and aim to make the conference a paperless one which as appreciated by all.

The venue for the conference has been finalized as Minto Hall as per the earlier discussion. For the cultural activity, a ballet programme based on the theme of the conference is being considered. The members present raised concerns over the multiple change of venues for the cultural programme and the dinner.

Savita Raje was requested to define the various committees working for the conference for further ease of working. It was suggested that the present content can now be curated to further detail with discussions with the content committee and the out come of each session be defined before approaching the speakers

Deepak Rao mentioned that the process to transfer the ISOLA conference account to the present Local organizing committee needs to be initiated at the earliest It was decided that the new signatories for the account would be Savita Raje, Convener, Shivani Paliwal, Co-convener, Sonal Tiwari, Conference treasurer and Deepak Rao, Honorary Treasurer ISOLA. All the members agreed with the same.

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6. Pan India initiatives

The Pan-India initiatives of Kerala, Rajasthan, Madhya Pradesh, Delhi and Hyderabad are pending. The Chapter representatives were requested to revert back with the same by 15th June 2023.

ISOLA Maharashtra chapter will be shortly presenting their next ISOLA travels plan which would be shared with all members at the AGM.

It was discussed that the Career clinic, the Pan India initiative by Mumbai chapter can take off from the post AGM even to 'open mic.'

Studio showcase, the Pan India initiative by Gujarat chapter can be integrated with the new website design.

Bangalore chapter continues with the thesis open day which has been successfully. The Tamilnadu and Pondicherry chapter has decided to initiate an annual peer reviewed journal the chapter Pan India initiative. The suggestion was encouraged by all.

Parisutha Rajan volunteered to work further on this along with the chapter managing committee and revert back with details for the same before the next EC meeting.

7. Chapter calendar of activities

Manjusha Ukidve who is the chapter co Ordinator for the term 2023-25 requested all the chapters to shared the google calendar of their activities by 30th May 2023. This would enable a consolidated calendar to be prepared for ease of organizing and avoid clashes between online events.

She further requested the Chapter representatives to also share the social media update calendar to enable smooth dissemination of information to members.

8. ISOLA news letter

It was decided that Maharashtra chapter take up the upcoming newsletter.

9. Any other agenda with the permission of the chair.

It was decided to take forward the discussions regarding the bid for hosting the IFLA APR conference. Urmila Rajadhyaksha volunteered to discuss the process with the APR committee.

Rohini Prasad requested the members to connect with her for the way forward to initiate the process of connecting with the government officials.

Minutes of the Meeting by:

Devayani Deshmukh Upasani, Honorary Secretary, ISOLA

Drafted by:

Maithili Velangi., Associate Member, ISOLA Executive Council

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