



## MINUTES OF 99<sup>th</sup> EC MEETING

Venue: Conference Room, Hotel Rezzas, Ahmedabad

Date: 18<sup>th</sup> May 2024

Timing: 10.30 am – 1.30 pm

### **Elected and Co-opted members**

(To focus on roles and responsibilities undertaken)

1.

1. Urmila Rajadhyaksha	Honorary President
2. Rohini Prasad	Honorary Vice President
3. Devayani Deshmukh Upasani	Honorary Secretary
4. Deepak Rao (via Zoom Call)	Honorary Treasurer
5. Manjusha Ukidve	Fellow Member
6. Rukkumany RH	Fellow Member
7. Maithily Velangi	Associate member
8. Rashmi Paramesh	Associate member
9. Ankur Jajpuria	Associate member
10. Sarang Bhide	Co -opted member

### **Special invitee**

11. Simran Malkhani	Office administrator
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Hon. President Urmila Rajadhyaksha presided over the meeting.

### **1. Appraising the members regarding the IFLA APR congress 2025 preparation**

Urmila Rajadhyaksha and Devayani Deshmukh appraised the members regarding the IFLA- APR 25 conference preparations and Mumbai LOC discussions.

#### *Conversation with the IFLA APR team*

The MOU document from the IFLA APR office has been received and circulated within the EC as well as shared with ISOLA CA and lawyer for suggestions. It is expected that the signing of the MOU will be concluded before June provided both parties are satisfied with the draft.

The IFLA APR team has requested an ISOLA representative attend their monthly meeting to give a regular update every month regarding the organizing of the IFLA APR congress.

#### *Venue options*

Presently based on the requirements, the Mumbai LOC has been exploring options of various venues in the city. Presently the venues suggested include JIO, Sahara star and Westin.

#### *IFLA APR Budget*

Deepak Rao, Hon. Treasurer ISOLA would be formulating a broad budget for the Congress. As per the suggestions by Rajnikant Trivedi, it was noted that a Third party (event manager) will have to be identified for the conference to have ease of working.

#### *Donors*

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Urmila Rajadhyaksha and Devayani Deshmukh appraised the members the need for establishing a Donor committee for the congress. Apart from the donors who have been supporting ISOLA throughout the last years, the possibility of exploring different categories of donors was suggested.

#### *Expo and exhibition*

They option of considering an expo and exhibition as a part of the Congress was also discussed as a means to create a enriching experience for the visitors, and also for larger outreach along with reaching out to the landscape industry at large. It was suggested that the Expo could include stalls of various categories of suppliers, manufacturers, and allied professionals, also sub categories like nurseries, growth medium, nursery men association, lighting, irrigation, etc.

An open call for a installation design can also be proposed as a part of the exhibition, an event leading up to the conference.

#### *IFLA APR organizing committee formation and organization*

For the organizing committee of the IFLA APR it was suggested by Urmila Rajadhyaksha and Devayani Deshmukh that

An open call to all members for volunteering for the organizing committee can be given

- Members of ISOLA who have been involved in organizing the conferences to date be requested to volunteer for the same
- Involvement of Chapters is proposed in the following ways

The Chapter Chairperson along with one member from the chapter is responsible for setting the schedule for one of the working committees for the conference, driving the discussion in the expected directions, and collating the discussions to create the required document for the smooth organization of the congress.

Considering the great ecological and cultural diversity of India it was suggested that the post congress tours be curated and organized by various chapters. Devayani Deshmukh further appraised the members that a google form which included all the details for planning the tour has been created by the Mumbai LOC and will be shared shortly with the various chapters to update regarding their proposed tours. The tours will need to be finalized in advance and the details will be uploaded on registration form.

#### *Approaching Central ministries*

Urmila Rajadhyaksha suggested that ISOLA could explore the possibility approaching ministries like MOEF, Jal shakti, Ministry of culture, Ministry of of earth sciences, Ministry of external affairs, Ministry of port shipping, Waterways and Ministry of Tourism for the IFLA APR Conference.

Considering that India is actively working towards the completion of SDGs, this collaboration could be an extremely fruitful one.

#### *Integrating the landscape industry*

She further elaborated that the organizing of the Congress is an opportunity to include the various sectors of the landscape industry and the organizing committee needs to focus reaching out to them and integrate them in the congress through expo and exhibitions.

#### *Collaboration with organizations*

It was suggested that IFLA APR organizing committee could approach allied organizations such as ICOMOS, INTACH, Bamboo Federation, Wetlands Association, IUCN, etc. and discuss the possibility of sharing of resource personnel, curating events building up to the congress etc.

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#### *Institutional collaborator*

The possibility of Institutions as collaborators as well as donors was discussed.

#### *Mumbai LOC working*

Urmila Rajadhyaksha and Devayani Deshmukh informed the members that Mumbai chapter had proposed distribution of responsibilities under the following heads: Operations, awards, venue, tours, delegates, donations, exhibitions, marketing, and content. After discussions the heads were and were primarily looking into the logistics of the same.

#### *Graphics and social media*

Devayani suggested appointing a graphic designer Congress who will also be responsible for creating the templates for various creatives and publicity material for the congress. A IFLA APR 2025 and the uploads can be added in collaboration was decided that ISOLA official handle to increase the viewership. It was suggested that a Social media Calendar needs to be created for the same and Maithily Velangi and Rashmi Paramesh volunteered to look into the same.. Help could be sought from Shraddha Palande as well as other interested people.

#### *IFLA APR Congress 2025 Website*

The setting up of a separate website for the IFLA APR congress 2025 was discussed. As suggested by Sarang Bhide Congress website could also be accessed from the existing ISOLA website through a link which can be flashed on the landing page.

Ankur Jajpuria from the EC volunteered to take the responsibility of the same. It was decided that It was further decided that Sarang Rashmi, Ankur and Deepak to work on basic upgradation of the existing website

#### *Communication*

It was decided that a new email id be set up for the IFLA APR Congress communication. As the Hon. Secretary of ISOLA Devayani Deshmukh would be responsible for the creation of the email id and further communication through the same.

Rashmi Paramesh, Kumareshwari and Rukkumany HR volunteered to would connect with ISOLA student members as well as students across various graduate and post graduate programmes for build-up events towards the Congress. Rashmi Paramesh and Maithily Velangi volunteered to reach out to the young professional in the same context.

#### *Approaching for Government permissions*

It was suggested that a committee be created understanding and applying for requisite Government permissions in the context of the international congress. Urmila Rajadhyaksha suggested that Jitendra Pawgi head this committee. The same was agreed by all.

#### *Internal communication and chapter co ordination*

Urmila Rajadhyaksha, updated that a three-member team of Nidhi Madan, Shilpa Chandavarkar and herself would be responsible for creating templates for communication;

Manjusha Ukidave agreed to take up the responsibility of Chapter coordination.

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## **2. Updates regarding Charity Commissioner proceedings:**

Devayani updated that the pending documents to be signed by the past members are ready, along with the list of people who need to complete the paperwork has been made. Based on individual connects she proposed that each member from the EC connects follows up with the past members to get the documents signed, notarise and along with Id proof and send the documents to the office. Deepak Rao will send the email regarding the same. The sender needs to ensure that the Document address has to correspond to the id of that time.

## **3. Education board**

Rukkumany shared that the document regarding the updated process of recognition by the Education board had been prepared. Urmila Rajadhyaksha suggested a deadline for putting the document on website by 25<sup>th</sup> May.

It was suggested that Rohini Prasad and Manjusha Ukidave should be added to Education board group to help with the coordination and logistics of working and follow ups as required.

It was agreed that June to Sept would be the period for review of 6 New Institutes this year, 6 old ones would be reviewed in the next year and later every 5 years.

It was agreed that this document would first be approved by the EC, then be uploaded on the website, and following that it would be sent to the institutions as an email.

## **4. ISOLA Research Grant**

Manjusha updated the members that a document has been created stating the objectives, procedures, and other details of the Research Grant. It has been reviewed by Dr. Priyaleen Singh and Ar. Mohan Rao, whose inputs would be incorporated and 2 different documents would be created covering the relevant points – one for the EC and one for the Selection Committee.

Manjusha and Maithily to coordinate with Deepak and the lawyer regarding the Intellectual Property rights of the said Research produced under the Research Grant Program.

Dr. Priyaleen Singh, Mohan Rao, Deepa Maheshwari's names were proposed for the selection committee.

It was proposed that the Selection committee will have freedom to set up criteria and select the candidates for the Research Grant. EC member Manjusha would serve as an anchor and coordinator in the Committee.

It was suggested that a social media Calendar be made for this initiative and social media posts to be created to promote it. It was discussed that help would be needed to create posters.

## **5. ISOLA Awards**

Devayani Deshmukh updated the members that the call for awards 2024 would be declared tentatively in the month of June. The name of Sujata Kohli as the past president was suggested for the awards cycle 2024. Shilpa Chandawarkar would continue with co ordinating the awards. Rohini Prasad as the Vice president would be helping Shilpa coordinate the awards. Maithili Velangi also volunteered to help with the co-ordination including creating the calendar, the making of creatives and social media update. and that the Call for awards and calendar is to be prepared at the earliest. It was discussed that the Social Media calendar would include throwback of the last two awards.

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Maithily Velangi suggested that the budget for awards nite should include the graphics if we are getting it done from an outside agency. Devayani proposed that the Social Media posts and Website updates up to the AGM and Awards function be handled internally, and post that we can think of an external agency for promoting the IFLA APR Conference. Ankur Jajppuria volunteered to make reels for the Awards nite promotion.

## **6. Website**

Apart from creating a new website for the IFLA APR the process of updating data on the existing website was discussed. Rashmi Paramesh volunteered to look into the same along with Sarang Bhide. Simultaneously the exploration creating a new website was discussed. Deepak Rao, Ankur Jajppuria along with members from past MC of Gujarat would be responsible for the same. Based on the work done by Charvi Samdhani (past EC member) it was suggested that the present team come up with a structure for the new website with an aim to launch the same by September 2025.

## **7. Any other topic with the permission of the Chair**

ISOLA Finance committee:

Devayani updated the members about the Finance committee. She conveyed that five people are a part of the Committee: Hrishikesh Phadke, Minesh Parikh, Minesh Chainani, Dhanashree Kulkarni and Deepak Rao. They have classified ISOLA needs into Cost baskets (what ISOLA must spend viz. office, admin salary, office bearer travel and stay etc.) what ISOLA shall spend, and what ISOLA can spend. Further discussions are being held regarding these aspects.

NASA

Devayani Deshmukh updated that she and Shilpa Chandawarkar had a meeting with the NASA council members. ISOLA involvement in Zonal NASA workshop, Online/ offline juries was discussed with the NASA Committee who are seeking more engagement from ISOLA specifically in terms of workshops. She conveyed that they would be sharing their calendar of events in advance, so the workshops by ISOLA during the zonal NASA can be planned accordingly.

Chapter showcase initiative:

Manjusha shared the response to the Chapter showcase initiative that was floated for understanding the Chapter achievements, issues, and aspirations. She informed everyone that since some responses are yet awaited, she would compile and share the same at the earliest for everyone's information and discussion.

AGM and Awards 2024:

21 st Sept was finalised as AGM date. It was proposed that the Budget for the AGM and Awards would be decided by Ankur, Maithily, and Rashmi. Deepak would give a budget break up to the team to facilitate. Continuing of the Past-secretary for one year for smooth transitioning of the work load: Urmila Rajadhyaksha proposed and agreed that the Hon Secretary continues for another year as a part of the newly elected executive council in the capacity of Past Secretary for smooth transitioning of the work load. This suggestion was accepted by all.

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Venue: Conference Room, Hotel Rezzas, Ahmedabad

Date: 18<sup>th</sup> May 2024

Timing: 2.30 am – 5.30 pm

**Elected and Co-opted members**

(To focus on roles and responsibilities undertaken)

**Executive council members**

1. Urmila Rajadhyaksha	Honorary President
2. Rohini Prasad	Honorary Vice President
3. Devayani Deshmukh Upasani	Honorary Secretary
4. Deepak Rao (via Zoom Call)	Honorary Treasurer
5. Manjusha Ukidve	Fellow Member
6. Rukkumany RH	Fellow Member
7. Maithily Velangi	Associate member
8. Rashmi Paramesh	Associate member
9. Ankur Jajpuria	Associate member
10. Sarang Bhide	Co -opted member

**Chapter Representatives**

11. Sudhir Chougule	Bangalore
12. Sujata Hingorani	Delhi
13. Priyanka Kanhare	Gujarat
14. Sarath Rajiv	Hyderabad
15. Ganga Krishnan	Kerala
16. Prachi Wakaley	Maharashtra
17. Dhara Shah	Mumbai
18. Savita Raje	Madhya Pradesh
19. Hemanshu Taneja	Rajasthan
20. Seetha	TNPY

**Special invitee**

21. Simran Malkhani	Office administrator
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Hon. President Urmila Rajadhyaksha presided over the meeting.

**1. Appraising the members regarding the points discussed in the Morning session of the meeting**

Devayani Deshmukh updated all Chapter Representatives about points discussed in the morning session especially with respect to the IFLA APR Congress organization. All the members agreed to the same. It was decided that the Chapter CRs will revert back with the name of one more member for driving and collating the work of one aspect of the congress organization.

The following were the suggested list of the committees/aspect of planning the APR per chapter.  
Kerala Chapter and Tamil Nadu & Pondicherry chapter: Content committee  
Delhi Chapter and Bangalore Chapter: Curating and designing the Exhibition and Expo  
Gujarat and Hyderabad Chapter: Website and Social Media,

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Madhya Pradesh Chapter: Institutional Connect,  
Maharashtra: Organisational Connect,  
Gujarat and Rajasthan: Awards,  
Mumbai: On ground planning and Logistics

Devayani Deshmukh suggested that each chapter to share their list of past invitees and allied professionals who have been a part of the chapter mailing list which could be integrated with the Congress mailing list.

#### Post congress tours

Tours would be of 5 days duration and budget range would be similar for all Chapters as far as possible. Chapters would come up with their plans for at least 5 tours showcasing our country across the globe. Devayani Deshmukh updated the members that Swati Desai and Shraddha Palande from Mumbai Chapter would be setting up the google form to share with the chapters and to consolidate the responses along with helping the chapters curate the tours.

#### Open call for events/competitions/activities leading up to the congress

An open call for installations would be given to artists, students and all interested, leading up to a Competition, judging and installation in the expo or city. Urmila Rajadhyaksha suggested that our NASA connect could be used for this activity.

It was proposed that Personal donations from landscape offices of a lakh each should be considered to fund the different activities.

#### Setting up a committee for the research paper review

It was suggested that a Pan-India committee be set up for reviewing the research papers. The names of Dr. Priyaleen Singh, Dr. Abhijeet Natu and Dr. Deepa Maheshwari were suggested for the same.

#### Core Committee for the IFLA APR Congress organization

Urmila Rajadhyaksha suggested that the present 4 office bearers of ISOLA continue as the core committee for the IFLA APR Congress for ease of operation. All the members present agreed to the same.

It was decided that the details of the APR conference will be announced at the AGM in September. The tentative dates shortlisted for the AGM are 21st -22nd November /28<sup>th</sup> -29<sup>th</sup> November with pre and post Congress activities.

### **3. Chapter Activities and Initiatives**

#### PAN India initiatives

PAN India initiatives of different Chapters were discussed.

#### Rajasthan Chapter

Hemanshu Taneja updated the members regarding the Rajasthan chapter Pan -India initiative, 'Water Positive landscapes'. The chapter intends to curate a workshop with experts focusing on the aspect of water conservation. The first study for water positive landscapes will focus on Sambar Lake.

#### Maharashtra chapter

Prachi Wakaley updated that the Maharashtra chapter is in the process of curating the second cycle of ISOLA travels

#### TNPY Chapter

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It was decided that Seetha will revert back with the details of ISOLA journal publication as a Pan-India activity by the TN&PY chapter by the next meeting.

MP chapter

Savita Raje proposed to that MP chapter create a database base regarding indigenous knowledge about plants. However, the MP Pan-India initiative was not finalized

Devayani Deshmukh stated that the Chapter Chairpersons revert back with the final draft of the Pan India initiative by 30th June 2024. This was agreed by all the members present.

Chapter reports for AGM

Manjusha Ukidave proposed that Chapter reports for AGM should be submitted by 15th August and short film presentation of maximum 5 minutes by 10th September. Manjusha would share common template for the Chapter Report. Chapters are to ensure that images, graphics, background music, etc. used in these films are copyright free.

Website and Social Media updates:

Rashmi Paramesh updated the members that the hi-resolution pictures for updating the managing committee office bearer photos for website are to be shared by the Chapters before 20<sup>th</sup> May 2024. Manjusha Ukidave appraised the members that the Chapter activities and initiatives along with the social media updates be marked on the common Google calendar to avoid unnecessary overlaps. It was requested that the Chapter calendar be updated by 5<sup>th</sup> June 2024. calendars are to be put up in next 15 days. She further conveyed that Chapters should collaborate with ISOLA official on Instagram

Chapter Collaborations:

Urmila Rajadhyaksha and Devayani Deshmukh informed that the collaboration with allied societies can be explored for events and activities however the same needs to be discussed and approved by the EC before finalization.

ISOLA has been approached by Media Today Group again this year after a successful collaboration in October 2023. As was done last year, the collaboration is with ISOLA and spearheaded by the chapter in this case ISOLA Mumbai Chapter. While the exact terms of the collaboration are being worked out the Media Today Group welcomes articles from ISOLA members for their Floriculture Today magazine on this occasion and even on a regular basis. The monthly deadline for articles is on the 25<sup>th</sup> of every month. We would also be displaying a standee about upcoming 2025 IFLA APR Regional Council and Congress during the "17th International Landscape & Gardening Expo 2024" and "Global Conference on Plants, Places & People" and "Green Industrial Corridors and Highways for Sustainability" which is scheduled to be held from 25-27 October 2024 at NESCO Exhibition Complex, Goregaon, Mumbai.

#### **4. Any other topic with the permission of the Chair**

Pan India Secretary workshop

Devayani Deshmukh updated the members that the 3<sup>rd</sup> cycle of Secretary workshop will be scheduled before the next EC meeting.

Chapter Seed money

Seetha updated the members that the TN&PY chapter is now in a position to return the seed money to the ISOLA central account and she would connect with Hon Treasurer ISOLA Deepak Rao regarding the same

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#### AGM and EC meeting

Devayani Deshmukh updated the members that the EC meet be planned on 20 th Sept 2024 as AGM and awards are scheduled on 21 st September and a day trip will be planned on the 22 nd

#### Finance committee update

Deepak Rao updated the members regarding the first meeting of the Finance committee meeting. There are five people in the Committee: Hrishikesh Phadke, Minesh Parikh, Minesh Chainani, Dhanashree Kulkarni and Deepak Rao. [A brief status of ISOLA's finances and ISOLA's yearly commitments was presented by Deepak to the committee members. As a result, they have classified ISOLA financial needs into various categories like "must spend expenses" like office rent, admin salary, office bearer travel and stay etc.\) what ISOLA shall spend \(like conferences and symposiums, website updating, Trademark registration/ IPR\), and what ISOLA can spend. Further discussions are being held regarding these aspects and how to generate the required funds, so as to make ISOLA achieve financial freedom and not depend on the conference for income, as is the present case.](#)

[All Chapters draft audit reports have been requested from Chapter treasurers to be submitted by 31st of May 2024. Chapter representatives are requested to kindly follow up with their treasurers to send the same on time.](#) Devayani informed that 5 Chapter draft audit report are pending and that they need to come in by [31st May 2024](#).

Devayani informed that Chapter treasurer audit report is pending and that they need to come in by 25th June.

#### Book of Proceedings of the ISOLA conference and symposium

Sarath updated the members that the work on the book of proceedings of the 14<sup>th</sup> ISOLA conference is in progress Devayani Deshmukh requested the Sharath to coordinate with the LOC and revert back with the expected date of completion.

MaithiliVelangi updated that the books of proceeding of ISOLA conference at Bangalore is in progress. The final draft for printing is ready while two quotes have been received for the same.

Ganga Krishnan updated the EC that there has no update for the book of proceedings of ISOLA symposium

It was conveyed that Participation certificates for Bhopal conference will be shared by M P chapter to EC for review and then given out to the participants.

#### Chapter elections

Devayani Deshmukh updated the members that the election for Delhi, Gujarat, Rajasthan, Kerala and TNPY. Three-chapter elections resulted in 5 members each elected unopposed whereas the Delhi and TN&PY chapter had the voting process.

TNPY chapter had a tie for the 5th seat resulting in a by-election.

The new Managing committees of Delhi, Kerala, Gujarat, and Rajasthan chapters are as follows

DELHI CHAPTER: Sujata Chatterjee Hingorani (Hon. Chairperson), Pratima Marwah (Hon. Secretary) Ritu Jain (Hon. Treasurer) Pournima Kshirsagar Thote and Tvara Sharma

GUJARAT CHAPTER: Avinashi Engineer (Hon. Chairperson), Priyanka Kanhare (Hon. Secretary) Sankalpa Patel (Hon. Treasurer) Divya Sharma and Dhvani Hitul P,

KERALA CHAPTER: Ganga Krishnan (Hon. Chairperson), Manoj Mohanan, (Hon. Secretary), Karl Marx. (Hon. Treasurer), Vineetha P.S and Aarati Binayak

RAJASTHAN CHAPTER: Hemanshu Taneja (Hon. Chairperson), Bineet Chhajaj (Hon. Secretary) Sanjana Gupta, (Hon. Treasurer), Ayushi Sharma and Kavita Kedavat,

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The Maharashtra chapter also had a by-election as the Hon. Treasurer had resigned midterm. There were two nominations for one seat resulting in voting process. Aditi Borikar was elected and further nominated as the Hon. Treasurer of Maharashtra chapter.

#### Chapter Whatsapp groups

Procedure for creating Chapter WhatsApp group was discussed. Devayani Deshmukh suggested that the ISOLA chapter whatsapp group comprise of only valid ISOLA members and Informal groups are to be dissolved. All members agreed for the same.

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