



MINUTES OF MEETING FOR 78th EXECUTIVE COUNCIL MEETING

Date: 18th May 2019

Time: 11.00am

Venue: Ahmedabad

MEMBERS PRESENT

EC (2017-19 and 2019-2021)

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| Sujata Kohli | Hon. President |
| Sridevi Rao | Hon. Vice President |
| Rohit Marol | Past President |
| Nidhi Madan | Hon. Secretary |
| Jitendra Pawgi | Hon. Treasurer |
| Swati Sahasrabudhe | Fellow Member |
| Asok Kumar | Associate Member and TN & Pondicherry Representative |

Outgoing EC (2017-19 term)

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|------------------|-----------------|
| Maithily Velangi | Co-opted Member |
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Incoming EC (2019-21 term)

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|------------------|--|
| Neelima Soni | Fellow Member |
| Prashanta Bhat | Fellow Member |
| Parisutha Rajan | Co-opted Member |
| Preetanshi Singh | Co-opted Member and Bangalore Representative |

Chapter Representatives

| | |
|---------------------------|-------------|
| Bobby Sujansingani | Gujarat |
| Devayani Deshmukh Upasani | Mumbai |
| Harish Vangara | Hyderabad |
| Jasleen Waraich | Delhi |
| Rohini Prasad | Kerala |
| Dhanashree Kulkarni | Maharashtra |

Special Invitees

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|-------------------|
| Rajnikant Trivedi |
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MEMBERS ABSENT

Outgoing EC (2017-19 term)

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|------------------------|------------------|
| Avadhoot Kumthekar | Fellow Member |
| Dwaipayan Bhattacharya | Associate Member |

Incoming EC (2019-21 term)

| | |
|---------------------|------------------|
| Vineetha PS | Associate Member |
| Venkata Lakshmi | Associate Member |
| Shilpa Chandawarkar | Co-opted Member |

Candidate for EC (2019-21 term)

| | |
|-------------------------|---------------|
| Ganesa Iyer Viswanathan | Fellow Member |
|-------------------------|---------------|

INDIAN SOCIETY OF LANDSCAPE ARCHITECTS

Registered under Indian Societies Act 1860 Sec. 21 No.: **Guj2557** & Bombay Trust Act 1950 Section 29 No.: **F9417**

Communication Address: 312, Chitrarath Complex, Opp. Hotel President C.G. Road, Ahmedabad 380009(Gujarat) India
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Hon President Sujata Kohli presided over the meeting.

The meeting was conducted by the ISOLA Executive Committee 2017-19 to hand over charge to the new ISOLA Executive Council that would take charge from the 23rd of May 2019.

1. DECLARATION OF ELECTION RESULTS

Rajnikant Trivedi, election officer, announced the election results. 129 members of a total of 285 eligible voting members voted in the first ISOLA elections with online voting. It is the highest voting count so far. He congratulated the elected members, and the executive council commended his diligence during the election process.

Nidhi Madan, Sridevi Rao, Prashanta Bhat, Sujata Kohli, Swati Sahasrabudhe, Jitendra Vasant Pawgi, Neelima Soni were elected as Fellow Members. Venkata Lakshmi V., Asok Kumar M and Vineetha P S were elected Associate members.

Feedback on the election process has been largely positive. A few suggestions for future election include-

- Chapter office bearers to make extra efforts to encourage voting,
- Video to show voting procedure,
- Voting page to show all candidates together, both fellow and associate, to avoid confusion
- A number of candidates had not completed the section on their ISOLA track record and goals for the elections. Candidates, once they accept the nomination should mandatorily fill all the columns required, about their profile, aim for ISOLA etc. which was generally left blank. The system should not accept candidature, unless all this data is filled.

Fellow members Parisutha Rajan A. and Shilpa Chandawarkar and Associate member Preetanshi Singh were co-opted into the executive council.

2. MEMBERSHIPS

Updated status of memberships (total number of members and valid memberships)

There were a total of 515 valid members after conference; there 285 at present, with only 15 student members. About 50 members renewed their membership during the election process.

In response to queries raised about international members- there can be no payments in foreign currency. Only those with OCI card or Indian Passport may apply.

Mumbai chapter has generated a google form for landscape architects, inquiring about the expectations related to ISOLA Membership. They will share this document with the EC.

For Institution memberships, EB head to write to HOD's of various institutions or even meet if required to initiate Institution memberships, especially in Colleges of Architecture offering Landscape Masters courses.

3. FINANCIAL STATUS OF ISOLA

Jitendra Pawgi mentioned details of all bank accounts of ISOLA, introduced the bank relationship manager, Nirav Choksi, and the updated status of investments in mutual funds and fixed deposits.



ISOLA accountant, Rajnikant Trivedi, reinforced the need for strict financial discipline, the audit process, requirements for timely TDS payments and need to reduce travel expenses. Particularly during conferences, discrepancies in payments create a lot of problems and need to be addressed early on. The LOC needs to follow financial discipline in the run-up to and during the conference. The proposed Treasurers' workshop in June will address financial procedures and concerns for chapter treasurers and the next conference LOC.

Justifying the breakup of membership fees and where the monies are spent was discussed. It was decided to not do so.

Maithily suggested that the travel expenses of chapter representatives be paid for by the chapter in the future. Except for AGM and conference meetings. This will reduce the financial burden of the centre substantially since there are now 8 chapters. And it will put the onus on the representative to report back to the chapter and effectively connect the centre and chapter.

4. OFFICE AND ISOLA DATA

Rohit Marol to talk to the landlord regarding rental and possibility of buying the current office space.

ISOLA data back up to be stored in cloud wherein all chapter events, reports, photos et al to be made accessible to all other chapters. Chapter coordinator to take this ahead.

5. ANNUAL CONFERENCE

Kerala Conference

Works pending from the recently-concluded Kerala conference (including funds for the same)

- *Conference proceedings publication to be complete before the AGM and released at a post conference event.*
- *Closure of all books of accounts-Cash received from members for merchandise including T shirts and mugs. Since they were conference specific, they had limited usefulness. In future, merchandise to be controlled.*

Hyderabad Conference

Sridevi Rao to head the Content Committee for the next conference. The chapter to set up a timeline for activities leading up to the conference over the next two years. This can be with other chapters.

Conference Account will be handed over on completion of all Kerala conference activities.

Hyderabad chapter to decide on Conference LOC before Treasurers workshop, so that they may be able to participate. The theme of the conference should be announced at the AGM tentatively scheduled for Aug 10th 2019 at Ahmedabad.

6. CONFERENCE PROCEEDINGS PUBLICATIONS

2019 Conference, Kerala

The chapter is scheduled to release the publication in July.



2017 Conference, Goa

Shilpa Chandawarkar to share updates on the publication status.

2016 Conference, Bangalore

Sridevi Rao and Prashanta Bhat to assist Maithily and Preetanshi in completing the publication. They will share the deadline for publication and issue.

Shilpa Chandawarkar to follow up on ISBN number set up for publications.

7. ISOLA AWARDS

The next student awards will be held at the end of this year/ beginning of next year, culminating in the award ceremony at the 2020 AGM. The full cycle of awards will be scheduled to coincide with the next conference in 2021. Avadhoot Kumthekar and Asok Kumar, Awards coordinators in the past EC are requested to document the awards process, guidelines, and any suggestions for improvements.

Rohit Marol to be the Awards Convenor and Shilpa Chandawarkar to be the Awards Coordinator.

8. EDUCATION BOARD

Swati Sahasrabudhe will continue her role as EB co-ordinator.

Issues discussed included standards that were put in place for recognition eligibility criteria by the last EB which has no scrutiny/ inspection component at present, since it requires CoA approval which is inspected; mentorship programs, training programs; IFLA connect and opportunities for research funding.

Sujata Kohli charted out a plan wherein the Education Board is independent of the executive council, sets up its constitution and structure for its operation. There are a number of new institutions setting up landscape programs requesting ISOLA assistance. Through the EB, ISOLA can engage more with these organizations through institutional memberships, MoUs etc. -Mentor and Resource, will keep EC updated. ISOLA recognition, Institutional Curriculum, Upgrade Quality, Portfolios, Level of Teaching, Projects. MoU with Heads of Institutions. She suggested that since the EB has an ambitious agenda, that its members should serve a 4 year term.

Swati suggested a structure with an advisory panel, a central working group, and regional groups with chapter representatives.

Some of the suggestions for the central working group membership were to include

- institutional heads/ faculty members on board from departments of landscape architecture to enable interaction, and,*
- one elected member from each chapter, who is not an office bearer, to work towards EB goals and connect to local institutions.*

Letters to be sent to the head of institutions that run Landscape Architecture courses and chapters to identify their EB reps. This would help give the student wing a push and also allow this group to facilitate the mentorship program.

EB to give a budget to start its targeted goals so that funds can be raised.

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9. ISOLA EXECUTIVE COUNCIL OFFICE BEARERS

Nidhi Madan, proposed that Sujata Kohli be the ISOLA President. Jitendra Pawgi seconded her nomination.

With the consent of all elected members present, the following Office Bearers were proposed, and responsibilities allocated to the team present.

Continuing their roles—

Rohit Marol- Past President

Sridevi Rao - Honorary Vice President

Nidhi Madan - Honorary Secretary

Jitendra Pawgi - Honorary Treasurer

Swati Sahasrabudhe - Education Board Convenor

Other Fellow Members present were requested to take up various other responsibilities, as follows

Neelima Soni - Chapter Coordinator

Prashanta Bhat- Education Board Member

Parisutha Rajan- Resource Cell Coordinator

Shilpa Chandawarkar- Student & Awards Coordinator

Associate Members

Asok Kumar- Membership Drive

Preetanshi Singh – Joint Secretary (membership and website)

Venkata Lakshmi V- Resource Cell

Vineetha PS - Social Media

10. WEBSITE

Website needs to be constantly updated to keep it relevant and become the central information resource for all ISOLA members and others curious about ISOLA.

Preetanshi Singh will manage website updates and coordinate with Nitin Moudgil, website developer, regularly. Chapters to maintain their own webpages on the website, with regular updates and can coordinate with Nidhi or Preetanshi if required.

Uploading videos of events to the website may be problematic. Bobby Sujansinghani shared the experience of Gujarat chapter, where when members knew the video would be online later, chose not to attend events and attendance dropped substantially. Mumbai chapter have been streaming events live and found it to be a good tool to raise awareness. Chapters to decide how to proceed on this issue.

11. SOCIAL MEDIA

Details of existing Facebook page and account, Instagram account and Twitter handle to be shared. Vineetha PS to work on social media activities, and keep all forums updated and engaged.

12. SUBMITTAL OF BYELAWS TO CHARITY COMMISSIONER

Rohit Marol to call the lawyer. Jitendra Pawgi to look into alternative legal options.



13. CLOSURE OF ISOLA GUIDELINES- BYELAWS, CHAPTER FORMATION & CODE OF CONDUCT

The Code of Conduct is complete and comments received by members have been addressed. It will be put up on the website for reference.

The EC agreed that the Scale of Professional Charges should become a separate document, recirculated with fees listed for discussion. The comments received can be the basis of a workshop that can be held along with the AGM to discuss professional practice issues, instead of an event to find closure as it is an important resource.

14. MATTERS RELATED TO IFLA

Annual fees for IFLA to be paid. The fees were lesser this year, as it is based on the number of members, which is typically lower at the beginning of the year.

As the engagement with IFLA has increased over the last two years, the momentum and interaction should be maintained. ISOLA should take advantage of expertise in the international organization, such as the proposed EB workshop for accreditation, and also participate in IFLA working groups.

Updates to be sent to IFLA for updating on their website and contributions to the IFLA Newsletter as well.

15. NASA

Shilpa Chandrawarkar and Maithily Velangi to continue as co-ordinators for the NASA trophy brief and ZONASA workshops, respectively. Maithily to float the preferred workshop format based on feedback from NASA and the workshop coordinators for finalization.

16. ADVISORY GROUP

An advisory group to be set up to include the current ISOLA president and past two ISOLA presidents.

17. SCHEDULES TO BE MADE FOR THE CURRENT/NEXT YEAR

- a. List of holidays for 2019 (already prepared and uploaded to website)
- b. Schedule for EC meetings and other events to be held for the next 12 months
June 8th (Hyderabad)
Workshop for all Chapter Treasurers and Conference LOC with Rajnikant Trivedi

July 1st Audited Chapter accounts to be sent.

Tentative Dates-

August 10th (Ahmedabad)

AGM. CEPT University to be contacted to confirm venue availability. Brief presentation on Hyderabad Conference Theme to be included.

November 2019 (Bangalore)

EC Meeting. Chapter MC to confirm date.



February 2020 (Kolkata)
EC Meeting.

January 2021 (Hyderabad)
ISOLA Conference, tentatively end of the month. Conference LOC to confirm by AGM.

- c. Chapter events and ISOLA calendar
Neelima Soni to coordinate with chapters and update. ISOLA google calendar to be shared with new EC members.
- d. Schedule for next 2 editions of the ISOLA Newsletter
Bangalore Chapter to take up two consecutive Newsletter with Maithily Velangi and Preetanshi Singh taking the lead under the guidance of Sridevi Rao. Focus to be on content and not on events. The next one to be released at the EC meeting in Nov 2019.

18. ANY OTHER ITEMS WITH THE PERMISSION OF THE CHAIR

ISOLA to move away from events and focus on resource generation and dissemination. Connect with authorities and raise awareness about the profession and its role.

Key tasks for the meeting day also include:

- *Submission of photographs and identity and address proof documents by all members of the new Executive Council (for submittal in the bye laws document to the Charity Commissioner)*

Minutes of the Meeting by:

Nidhi Madan, Honorary Secretary, ISOLA

Drafted by:

Maithily Velangi, Co-opted Member, Outgoing ISOLA Executive Council

18th May, 2019

With inputs from:

Sridevi Rao, Honorary Vice President, ISOLA