



**ANANTAPUR ENGINEERING COLLEGE ALUMNI ASSOCIATION  
(ANECAA – HYDERABAD)**

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**2<sup>nd</sup> MCM on 11.09.22 (Sunday) at 10.00 AM. Venue: Nector Gardens Hyderabad.**

**Agenda Points:**

1. **Update Members list:** Completed, to verify and upload to site.
2. **Update Members data:** Add /confirm Address, Mail ID, Phone Number, is postal address required when Whatsapp and Mails are available?
3. Website will be operated by IT dept of VNRVJIET, to correct "About ANECAA and upload", to collect missing documents are they required? to collect old photos
4. Update ANECAA Bye-Laws/get printed make available to requesting Members
5. **Get Stationery Printed:** Letterheads, Voucher books and Visiting cards printed
6. Use [anecaamc@gmail.com](mailto:anecaamc@gmail.com) for official correspondence
7. Decide on a Place to Safe keeping of documents. Documents will be kept with TJR/Ravi Kumar
8. Discuss and prepare budget for 2022-23  
AGM: 50,000.00; Printing: 5,000.00; Postage: 5,000.00; Stationery: 5,000.00;  
Bank Charges: 2,000.00; Auditor Fees: 10,000.00; Web Charges: 20,000.00;  
Training: 50,000.00; Transport & Travel: 10,000.00; Total Expected Expenditure: 157,000.00
9. Career Guidance and placement advisory for Students
10. Mobilisation of Special funds
11. Utilisation of existing funds
12. Enrolment of new members

**ANECAA Management Committee(2022-24) Meeting no-2 held on 11.09.22 (Sunday) at 10AM in Nector Gardens Hyderabad.**

**Minutes of the meeting:**

The President welcomed the members.

The following points are discussed.

1. Verification & Uploading of Updated Members list in the website is discussed.  
President has informed that the list is almost ready and post in Mail addresses of Management committee for Verification and making corrections.
2. Committee suggested adding a photo & Postal Address to the list.
3. List of Donors under various heads and list of obituaries are to be posted in website.

4. Website will be operated by IT dept of VNR Vignan Jyothi Institute of Engineering and Technology (VNRVJIET).
5. Updated ANECAA Bye-Laws need to be printed and made available to requesting Members.
6. President has informed that new Letter heads, Voucher books and Visiting cards are printed. Stationery to be purchased.
7. It is directed to use [anecaamc@gmail.com](mailto:anecaamc@gmail.com) for official correspondence
8. Documents will be kept with either President/ General Secretary/Treasurer.
9. Discussed about budget for 2022-23 and is approved as per the given heads.  
AGM: 50,000.00; Printing: 5,000.00; Postage: 5,000.00; Stationery: 5,000.00;  
Bank Charges: 2,000.00; Auditor Fees: 10,000.00; Web Charges: 20,000.00;  
Training: 50,000.00; Transport & Travel: 10,000.00; Total Expected Expenditure:157,000.00
10. Proposed to visit JNTUA CEA to know about their requirement for Career Guidance, placement advisory and other requirements of students.
11. Proposed to appeal for donations for regular and Special funds.
12. Proposed to arrange family Get to Gether during "Karteeka Vana Bhojanalu"
13. Proposed to have GBM during January 2023.
14. Members thanked Mr.PRP Naidu for arranging a place for MCM.

Meeting concluded with Vote of thanks by Secretary.

The following members are present

1. T. Janaki Rama Rao
2. Indrasena Reddy A
3. Janardhana Reddy
4. Dr.D. Basava Raju
5. PRP Naidu
6. Dr. D. Ravi Kumar