

# February 5, 2013 PanIIT USA Board Meeting Minutes:

## ATTENDEES

- |                       |                      |                              |                |
|-----------------------|----------------------|------------------------------|----------------|
| • Chair:              | Praful Kulkarni      | <b>Campus Representative</b> |                |
| • President:          | Siddhartha Chowdhary | • Kharagpur:                 | Roy daSilva*   |
| • VP/Secretary:       | Arjun Sen            | • Guwahati:                  | Kiran Thota    |
| • Treasurer:          | Ashok Gupta          | • Madras (alternate)         | Monishi Sanyal |
| • CFO:                | San Sengupta         | • Roorkee: (alternate)       | Sanjay Keswani |
| • DA Rep:             | Suresh Shenoy        |                              |                |
| • DA Rep:             | Sundi Sundaresh      | • Houston Team               |                |
| • Academic Advisor:   | Pradeep Khosla       | • Chairman                   | Witty Bindra   |
| • Past President:     | Gunjan Bagla         | • Vice Chairman              | Pratish Kanani |
| • Executive Director: | Roy daSilva          |                              |                |

\* Dual Role

## MINUTES:

- **JANUARY 2013 MINUTES**  
The January 2013 minutes were circulated by Arjun Sen and approved.
- **2012 Budget Update: ASHOK GUPTA**  
Ashok Gupta presented the 2012 Budget details.
- **WELCOMING NEW DAS AND CHAIRMAN: SID CHOWDHARY**
  - Sid welcomed the new DAs:
    - Suresh V. Shenoy (IIT-B)
    - S. "Sundi" Sundaresh (IIT-M)
  - Sid welcomed the new Academic Advisor:
    - Pradeep Khosla (IIT-KGP)
  - Sid welcomed the Praful Kulkarni as the new Chairman of the board.
- **HOUSTON CONFERENCE UPDATE: UPDATE BY IITAGH TEAM**
  - Presented by: Chairman Witty Bindra and Vice Chairman Pratish Kanani
- **EXECUTIVE DIRECTOR UPDATE: ROY DA SILVA**  
(presentation was circulated before the meeting)
  - Roy to discuss ED plan with each Campus Chapter President individually by 2/15, including building consensus for the performance plan. As PanIIT USA had planned to be in implementation phase by January 1, 2013, Roy is requested to send a revised plan with all inputs by 2/22. Roy also is requested to get consensus build before the March meeting and bring only those.
- **OPEN ISSUES THAT WERE DISCUSSED**
  - 2013 revised budget to be shared with the board.
  - Board requested for an update of Chapter Liaison areas

- Board requested Ashok Gupta (Treasurer) and San Sengupta (CFO) to work with Bay Area Chapter and resolve all open issues about taxes and report back to the board. Ashok emphasized how he always prioritizes PanIIT USA being current on all taxes.
- Suresh Shenoy stated that PanIIT mission, vision, goals and governance are examined together with our counterparts in India and elsewhere in light of the growing number of IITs. He also recommended that the discussion should include IIT Directors along with the leadership from PanIIT India, ROW and USA.
- Finalize date for in-person board meeting & retreat (suggested dates as Feb 23/Houston and beginning of March in San Francisco or San Diego)
- Monishi Sanyal recommended that the Executive Director cannot hold any other position in the board. This was in connection of Roy currently holding both the role of the ED and the Kharagpur Campus representative. He also communicated to me based on past examples that no PanIIT Executive Committee member can hold any campus position. Roy communicated that a new Kharagpur rep is getting to take over that role.

## 2012 BUDGET

### 2012 December YTD Financial Summary

• 2011 Year-end Balance:	\$ 268,836	
• 2012 Transactions:		
- 2011 Pledges (xfer from IIT K)	\$ 45,440	
- Sid Chowdhary Donation	\$ 5,000	
- Raj Singh Donation	\$ 12,500	
- Refund from 2011 Cont.	\$ 19,428	
- Loan to 2013 PANIIT cont.	<del>\$(25,000)</del>	
- IIT Rookjee Loan	<del>\$(5,000)</del>	
- Web hosting pgm expense	<del>\$(9,532)</del>	
- Constant Contact/newsletter	<del>\$(3,094)</del>	
- IIT 2012 meeting PR support	<del>\$(2,500)</del>	
- Insurance Premiums	<del>\$(1,952)</del>	
- Chapter Support	<del>\$(150)</del>	
- State Tax/Info Filing Fee/Postage	<del>\$(31)</del>	
- Blue Pay Charges	<del>\$(504)</del>	
- Net Change	<u>\$34,805</u>	
• 2012 Year-end balance:	\$ 303,641	

Notes:

- 2011 Conference Account Balance (with Capital IIT) of \$ 211,984 not included in the figures on the left.
- Part of the balance committed but not disbursed as of now.



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### Full Year 2012 : Actual vs. Budget

	Budget	Actual	B/(w) Budget
<b>2012 Actuals vs Budget</b>			
<b>Expenses</b>			
President	\$ 20,000	\$ 2,650	\$ 17,350
Administration	\$ 195,000	\$ 26,983	<del>\$(168,017)</del>
Marketing/Alumni Services	\$ 14,000	\$ -	\$ 14,000
IT Infrastructure	\$ 80,000	\$ 9,332	<del>\$(70,668)</del>
Newsletter	\$ 6,000	\$ 3,094	\$ 2,906
Chapter Administration	\$ 39,000	\$ 5,000	\$ 34,000
Net PLC	\$ -	\$ 504	\$ (504)
<b>TOTAL Expenses</b>	<b>\$ 354,000</b>	<b>\$ 47,563</b>	<b>\$ 306,437</b>
Memo: NTE (Source: \$114 in Pledges; \$100K from IIT 2011 NYC)	\$ 210,000	\$ 82,368	<del>\$(127,632)</del>
Memo: Total Minus NTE	\$ 144,000	\$ (34,805)	\$ 178,805

Does not include funds still with Capital IIT



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## Budget Detail by Line Item

	Budget	Total	BUDG
		Actual	Budget
<b>President</b>	\$20,000	\$ 2,655	\$ 17,355
<b>P-DSF Discretionary Fund</b>	\$20,000	\$ 2,655	\$ 17,355
<b>Administrative</b>	\$175,000	\$ 16,925	\$ 158,075
A-CON - IT 2011 (NYC) (2013 (NYC)) Loan	\$-	\$ 25,000	-\$25,000
A-CFO CFO Support / Tax Filing / Insurance	\$10,000	\$ 1,362	\$ 8,638
A-ADM Admin Support	\$95,000	\$ 21	\$ 94,979
A-EXD Executive Director	\$150,000	\$ -	\$150,000
<b>Marketing/Alumni Services</b>	\$14,000	\$ -	\$ 14,000
M-MNT Membership Program	\$4,000	\$ -	\$ 4,000
M-MBN Branding	\$5,000	\$ -	\$ 5,000
M-AWD PanIT Awards	\$-	\$ -	\$ -
M-PBS Public Relations	\$5,000	\$ -	\$ 5,000
<b>IT Services</b>	\$90,000	\$ 9,332	\$ 80,668
I-WBH Website Hosting, Domain Registration, Programming	\$10,000	\$ 9,332	\$ 668
I-WBU Website Content/Update	\$5,000	\$ -	\$ 5,000
I-SMI Social Media Integration	\$12,000	\$ -	\$ 12,000
I-SMA Social Media Advertisement	\$3,000	\$ -	\$ 3,000
I-GDB Global Database, Notable Alumni (to include WHEELS)	\$50,000	\$ -	\$ 50,000
I-YSP NY Alumni Portal	\$-	\$ -	\$ -
<b>Newsletter</b>	\$4,000	\$ 1,845	\$ 2,155
N-CCN Constant Contact	\$3,000	\$ 2,444	\$ 556
N-CCN Content Generation	\$1,000	\$ 650	\$ 350
<b>Chapter Administration</b>	\$30,000	\$ 6,000	\$ 24,000
C-SMA Seed Money (recurring credit)	\$10,000	\$ 5,000	\$ 5,000
C-SUP Chapter Support (Travel/Misc)	\$10,000	\$ -	\$ 10,000
C-EVN - Pan IT USA organized Events - at 3 chapters	\$15,000	\$ -	\$ 15,000
C-OPS - Chapter Operations Guidelines/Services	\$4,000	\$ -	\$ 4,000
<b>NY</b>	\$-	\$ 584	\$ 584
P-REV Revenue	\$ -	\$ -	\$ -
P-EXP Expenses	\$ -	\$ -	\$ -
P-BPY Blue Pay	\$ -	\$ 584	-\$584
<b>TOTAL (inc NYE)</b>	\$394,000	\$ 47,565	\$ 346,435
<b>NYE (Source: \$114 in Pledges, \$180K from IT 2011 NYC)</b>	\$211,000	\$ 32,318	\$ 178,682
<b>Total Less NYE</b>	\$183,000	\$ 15,247	\$ 167,753
<b>Revenue</b>	-\$114,000	\$ (62,348)	\$ 51,652
R-DON Donations	-\$114,000	\$ (62,348)	\$ 51,652
R-NYC NYC 2011 Funds	-\$100,000	\$ (19,428)	\$ 80,572
R-OTH unspecified	\$4,000	\$ -	\$ 4,980



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