



FORT WAYNE BHAJAN SOCIETY Inc.

14335 Blue Heron Chase, Roanoke, IN 46783

Federal Tax ID 35-1806648 (non-profit)

(260) 672 8688

bhajansociety@gmail.com

Minutes of Meeting
Board of Directors Meeting
Jun 2, 2024
Unitarian Universalist Church
5310 Old Mill Rd, Fort Wayne, IN 46807

Attendees:

Hitesh Patel	Ajay Gupta
Shanmugasundaram Subramanian	Brinda Hariharan (2:30PM - 3:50PM)
Jyothi Venkatakrishna	Vikram Pal Gupta
Krishnan Ramani	Pallavi Merchant
Abhijit Shukla (2:50PM - End)	Vasant Mapara

Attendees through Proxies:

Ramesh Narang (Proxy through e-mail assigned to Pallavi Merchant / Jyothi Venkatakrishna)

Harish Ardeshta (Proxy through e-mail assigned to Vasant Mapara)

Absentees:

Harish Shah

Other Attendees:

Former Fort Wayne resident Vasanthi Gurudutt participated in the discussion about community center via phone from Baltimore, Maryland

- The President called the meeting in session and the meeting started at 2:05 PM.
- It was motioned to approve the minutes of Mar 3, 2024 Board of Directors meeting by Hitesh Patel and was seconded by Krishnan Ramani. The motion was passed by all.
- The board unanimously approved subscribing for Evite Pro (\$249 years subscription fee).
- The board unanimously approved to continue to keep the web hosting subscription as Vikram explores to build the website.
- There was a discussion about incorporating windows in the front side of the community center. It was explained that the incorporation of windows could be explored and incorporated once the total construction cost estimate for the center was received and based on the available funds.
- Hitesh Patel presented and meticulously walked the board through the electrical, mechanical (HVAC), plumbing and fire alarm construction plan drawings.
 - Electrical plan:



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- Started with outside functional area of the center
 - There will be sufficient LED lights with occupant sensors and electrical receptacles at various locations of the area
 - Question on audio system - was clarified that it is not part of the building construction plan and needed to be arranged through a 3rd party design
 - Building will be equipped with outside entrance lights, wall pack exterior lights and emergency lighting
 - Electrical service panel will be in the storage room
 - Prayer hall has rows of LED dimmers with emergency lights at the doors
 - Discussion on exhaust system - location and specification will be finalized after finalization of Altair area for maximum efficiency
 - Mechanical (HVAC) plan
 - Discussion on furnace location, supply and return duct routing, drop ceiling design in vestibule, bathrooms, kitchen & office areas
 - Prayer hall - no ducts and no ceiling with RTUs (Roof Top mounted Units)
 - Gas drops for furnace and range
 - Plumbing plan
 - Plumbing routing was discussed starting with outside functional area to prayer hall with primary focus on kitchen, bath rooms, drinking water fountain as well as sinks in the storage room next Altair area
 - Kitchen to be equipped with sinks with garbage disposal and grease collector
 - Additional spigots locations were discussed
 - Fire alarm plan
 - Differentiated heat detectors, smoke detectors, manual alarm pull, and fire extinguishers will be installed throughout the building as per the code
 - Strobes will be installed in the bathrooms
 - It was motioned to approve the electrical, mechanical (HVAC), plumbing and fire alarm construction plan drawings by Hitesh Patel and seconded by Vasant Mapara. The motion was passed by all
 - Hitesh Patel presented the bid from Brooks construction for civil engineering design services:
 - The service does not include traffic study and soil testing
 - The cost of service is \$27,700
 - Brooks' bid is approximately \$8000 lower than the next lower bid from Foresight



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- It was motioned to approve the bid from Brooks construction and engage them for civil engineering design services by Vasan Mapara and seconded by Pallavi Merchant and was passed by all
 - Pallavi Merchant initiated the discussion on catering services for prasadam. The consensus from the board is to provide prasadam to members from a suitable catering service (like Krishna) if the event has full sponsorship. Otherwise, go with a simple prasadam approach.
 - The meeting was adjourned by the President at 4:05PM.