



KANARA CATHOLIC ASSOCIATION

ESTD 1901 : REGISTERED UNDER THE SOCIETIES ACT XXI OF 1860 AND BOMBAY PUBLIC TRUST ACT 1950

ADMIN OFFICE: KCA Hall & Hostel, Yuvakalaya, Veronica Road, Bandra, Mumbai 400 050

REGD OFFICE: 14 Noble Chambers, Janmabhoomi Marg, Fort, Mumbai-400001

TEL: 26421037 / 26431584 E-MAIL: contact@kcamumbai.org WEBSITE: www.kcamumbai.org

Notice:

A Special General Body Meeting of the members of the Kanara Catholic Association will be held at **5.00 pm** on **Saturday, July 8, 2017**, on the 2nd Floor Hall at the KCA Premises in Bandra (W), Mumbai.

Agenda:

To review & approve the updated policies for use of the KCA Community Halls and to authorize the Managing Council to put in place such schemes, discounts, rules & regulations to maximize the usage of the halls and income of the Association.

Sd/- Praveen Pereira

Hon. Secretary, KCA

Date: June 17, 2017

Note:

If there is no quorum of 30 members at 5.00 pm, the meeting will be adjourned till 5.30 pm on the same date as provided in the Rules & Regulations. The adjourned meeting will commence at 5.30 pm at the same venue and transact the business on the Agenda, regardless of the number of members then present.

Explanatory Statement:

The Community Halls are an important source of income for the KCA. The income helps to cover the administrative expenses of the Association and in maintaining & repairing the building in Bandra.

Upto 2008, before the conversion of hostel rooms to community halls on the 2nd floor of the building, the annual income from the halls averaged Rs. 3-4 lacs per annum. Only the ground floor hall was given out on hire upto this time. From 2009 to 2015, the average annual income increased to Rs. 15-20 lacs per annum, since the halls on the 2nd floor were now also given out on hire.

For various reasons, the income from the halls saw a drop in the first half of the Financial Year 2015-16 and the capacity utilization of the halls dropped to less than 10%. This meant that for 90% of the time, our Community Halls remained vacant and unused.

The current Managing Council put in place certain policies to encourage greater use of the halls in the year 2016-17, including offering discounts to members and to customers who committed a certain number of hours of usage. The cost for hire of the halls and the discount policy was put up on the KCA website in July 2016 and is communicated clearly to KCA members & customers who visit the KCA for booking the halls.

This policy resulted in the income from the halls increasing from 16.4 lacs per annum in 2015-16 to 21.4 lacs per annum in 2016-17, an increase of ~30%. The capacity utilization has also increased to 20% in the year 2016-17.



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There is still a large scope for improvement. The Managing Council believes that usage of the Community Halls should be maximized and the resultant income be put to use to achieve the Aims & Objectives of the KCA and for the benefit of the Community.

In response to criticism from certain members, the Managing Council has recently put in place an updated and more transparent policy for use of the halls, with revised Rules & Regulations and Forms that can be downloaded from the KCA website.

Details of the policy, downloadable forms, rules & regulations etc are available on the KCA website and at the KCA Office. A summary of the same is as follows:

1. Updated Hall Booking Form for those intending to hire the Community Halls.
2. Updated Bulk Booking Form for those willing to commit a minimum usage of the Community Halls.
3. Setting-up a Panel of Service Providers to make it easier to have a function or event at the KCA, and includes Forms for Empanelment of:
 - Caterers
 - Decorators
 - Music-Sound Providers

Each of the above forms contains detailed Rules & Regulations, approved by the Managing Council and which may be updated from time to time.

Members requiring further information before the meeting may download the forms from the KCA website or visit the KCA Office where hard copies of the forms are available.