



Cyber Society of India (CySI) - 07.01.2025

**Notice for Virtual Executive Committee Meeting (ECM)
on 12.01.2025**

Notice of CySI Executive Committee Meeting

Date: Sunday, 12th January 2025, **Time:** 11:00 A.M. to 12:00 P.M.

Venue: Online (Meeting link will be shared by the President via the WhatsApp group one day prior)

Agenda:

1.Opening Address: Welcome delivered by the President, with a brief update on the 28th December 2024 program.

2.Activity Briefing: Updates on activities conducted from 25th December 2024 to date, presented by the Secretary.

3.Approval of Minutes: Approval of the Minutes of the EC Meeting held on 25th December 2024, presented by the Secretary.

4.EGM Discussion: Discussion regarding the conduct of the Extraordinary General Meeting (EGM) scheduled for 19th January 2025.

5.Utilization of Venue: Discussion on utilizing the venue reserved for 16th March 2025 for a program.

6.Books of Accounts: Treasurer to present the following financial records for the period 1st April 2024 to 31st December 2024:

- a) Cash book showing receipts, expenditures, and balances.
- b) Receipt book with duplicate forms for issued receipts and counterfoils.

c) Voucher file with serially numbered and chronologically filed expenditure vouchers.

d) Ledger with consolidated and separate accounts (member-wise and item-wise).

e) Monthly register of receipts and disbursements.

7.Event Expenses: Presentation of expenses incurred for the 28th December 2024 event, presented by the Secretary.

8.Website Updates: Discussion on updates required for the CySI website.

9.ID Card Issuance: Issuance of a letter by the President authorizing his signature for ID cards.

10.Induction of New Members: Review and approval of applications for new memberships, if any, presented by the Secretary.

11.Any Other Business: Additional matters to be discussed with the permission of the Chair/President.

12.Vote of Thanks: Delivered by a senior member.

Request: All Executive Committee members are kindly requested to attend and confirm their participation at the earliest. Your presence and active participation are highly appreciated.

Best Regards,



Balu Swaminathan

Secretary, Cyber Society of India (CySI)

(Note: Mr. B. Kandasamy will circulate this notice to the email IDs of all EC members.)