

## **Agenda for Annual General Body Meeting of a Co-operative Housing Society**

Maharashtra Co-operative Societies Act, 1960 requires certain minimum business as a part of Agenda for Annual General Body Meeting. The Annual General Body Meeting has to be held by a Co-operative society within six months of the end of the financial year. The society has to be finalize its account within 45 days of financial year and submit the account to the Statutory Auditor for completing the audit within four months of the end of financial year i.e. on or before 31<sup>st</sup> July of the year following the financial year.

If the Annual General Body Meeting is not convened by the society on or before 30<sup>th</sup> September following end of financial year, the Dy. Registrar or any officer authorised by him may call such meeting. The expenditure for calling such meeting may be ordered to be paid by the society or the Registrar may also order such other person to pay these expenses, if such person is responsible for refusal or failure to convene the Annual General Body Meeting.

The committee shall lay before the society in Annual General Body Meeting, the followings:-

1. Annual Report of its activities.
2. Plan for disposal of surplus.
3. List of amendment of the Bye-laws.
4. Declaration regarding date and conduct of its election to Managing Committee.
5. Audit Report of preceding financial year.
6. Rectification Report of earlier audit.
7. To appoint auditor.
8. Annual Budget for next year.
9. Any other business and information required by Registrar.

If the Managing Committee fails to include above noted Agenda, it amounts to an offence which attracts fine up to Rs. 5,000/-. As such the Managing Committee in general and office bearers in particular should make sure that no breach of law be committed. Please take note of the above.