**Minutes of 3rd meeting of 12th Executive Committee of ABAN**

Held on January 24, 2021,

The 3rd meeting of 12th Executive Committee of ABAN was held virtually on Sunday 24th January 2021 at 2 pm at ULCI Building in Dillibazar Height Marg, Kathmandu.

**Presence**

* Mr. Uttam Prasad Pant, President
* Ms. Padma Baidya, Vice President
* Ms. Shiba Devi Kafle, General Secretary
* Mr. Madhav Prasad Bhatta  Treasurer
* Mr. Hemanta Raj Baral, Asst. General Secretary
* Mr. Nava Raj Nakarmi, Asst. Treasurer
* Mr. Uttam Lal Pradhan, Member
* Ms. Mandira Shahi, Member
* Mr. Deepak KC, Member
* Prof.Dr. Subash K.C., Member
* Dr. Jagan Nath Shrestha, Member
* Mr. Gobinda Neupane, Member
* Ms. Kamal Nayan Pradhan, Member
* Mr. Maheshwor Bhakta Shrestha, Immediate Past President
* Shankar Prasad Poudel

General Secretary Ms. Shiba devi Kafle welcomed all ECM members and advisors and requested the President Uttam Prasad Pant to chair and start the meeting formally. President Panta welcomed all members to the 2nd meeting of 12th Executie Committee of ABAN to discuss the following agenda:

1. Final discussion for ABAN Day celebration

2. Preparation for British Council Meeting

3. Finalization of committee formation

3. Approval of ECM Members’ Profiles  
4. Any other issues

In the beginning, President Pant presented a budget proposal for main events that would be organized during 2021as below:

**Budget for 2021**

|  |  |
| --- | --- |
| Description | Amount in Rupees |
| ABAN Day celebration | 50,000 |
| AGM | 50,000 |
| Magazine | 50,000 |
| Social work | 30,000-50,000 |
| Newsletter publication | 30,000 |
| Other publication | 50,000 |
| Miscellaneous | 50,000 |

Meeting discussed on above budget proposal and approved it.

ECM Members discussed on the agenda 23rd ABAN Day celebration. Meeting decided to celebrate ABAN Day physically at ULCI Hall on 4 February 2021 at 2 pm. However, members and guests who would be unable to be present physically, they would be provided zoom ID and passcode for their virtual participation. The chief guest of the program will be the honorary member Dr. Mrigendra raj Pandey. His participation will also be virtual one as he is in Singapore these days. The celebration will go live and a technical expert will handle the program. management. Meeting also decided to call the messages from other likeminded associations. Overall, a tentative schedule of the program was fixed by the meeting.

Regarding the committee activities, executive committee member Prof. Subas KC suggested to make committees more active, creative and objective focused. He added each committee should set its objectives and those objectives should support the ABAN objectives. For this, members in the committees can be taken/increased from the executive committee and/or from general members of ABAN. He also emphasized on accommodating change and continuity together. Meeting appreciated Professor KC’s valuable suggestions and decided to identify and increase energetic members for the committees.

With regard to the profiles of the members, there was a consensus to accommodate the contents within 400 words.

President Pant informed all ECM members that the virtual meeting with British Council Director and other officials will take place on Wednesday 17 February 2021 afternoon 2.15pm-3.15pm.

**3.  Adjournment**

As there were no other issues to discuss, President thanked all ECM members for their active participation and adjourned the meeting.

1. Division of work

Meeting decided to celebrate ABAN Day day President Uttam Prasad Pant informed about the positive response of British Council regarding the meeting with the British Council’s Director tentative date being mid-February 2021.  
Meeting discussed about the agenda for the meeting with British Council. Meeting decided that main agenda would be to explain the vision and plan of 12th executive committee and collaboration of ABAN activities with British Council. In this regard, members agreed with president’s view that ABAN could offer British Council to conduct short term professional courses/diploma of British degree through ABAN.

In order to update ABAN website, all members were requested to provide their brief profiles which are also necessary to send to British Council and British Embassy. IPP member Maheshwor Bhakta Shrestha proposed a committee plan and name of coordinators. There was an intensive discussion on it. And finally following sub-committees with corresponding coordinators and members were formed by the meeting. Meeting also granted right to coordinators that they can increase members as necessary.

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| --- | --- | --- | --- |
| |  | | --- | | ***Name of Committees*** | | |  | | --- | | ***Coordinators and members*** | |
| |  | | --- | | Member Relations | | |  | | --- | | Padma Vaidya | |
| |  |  | | --- | --- | | Community Services |  | | |  | | --- | | Uttam Lal Pradhan  Mandira Shahi | |
| |  | | --- | | Promotion | | |  | | --- | | Shiba Devi Kafle  Nava Raj Nakarmi | |
| |  | | --- | | Policy, Program and Coordination | | |  | | --- | | Uttam Prasad Pant  Kamal Nayan Pradhan | |
| |  | | --- | | Publication | | |  | | --- | | Maheswor B. Shrestha  Hemanta Baral | |
| |  | | --- | | Membership Development | | |  | | --- | | Deepak K. C.  Gobinda Neupane | |
| |  | | --- | | Institutional Networking | | |  | | --- | | Shanker P. Paudel  Jagan Nath Shrestha | |
| |  | | --- | | Resource Mobilization | | |  | | --- | | Madhav Prasad Bhatta | |
| |  | | --- | | Education Development | | |  | | --- | | Prof. Subash K.C. | |

**3.  Adjournment**

As there were no other issues to discuss, President thanked all ECM members for their active participation and adjourned the meeting.

3rd meeting of 12th Executive Committee of ABAN is going to be held on Sunday 24 January 2021 at 2 pm in physical presence. The meeting agenda are:  
1. Final discussion for ABAN Day celebration

2. Preparation for British Council Meeting

3. Finalization of committee formation

3. Approval of ECM Members’ Profiles  
4. Any other issues