



Suneetha Potnuru <secretary@tama.org>

Wed, Feb 21,  
10:54 PM

to TAMA

| TAMA EC Weekly Call Meeting minutes - 02/21/2024 |                        |                              |              |
|--------------------------------------------------|------------------------|------------------------------|--------------|
| Weekly Call - 02/21/2024                         |                        |                              |              |
| EC                                               |                        |                              |              |
| #                                                | Name                   | Role                         | Present(Y/N) |
| 1                                                | Suresh Bandaru         | President                    | Y            |
| 2                                                | Rupendra Vemulapalli   | President Elect              | N            |
| 3                                                | Suneetha Potnuru       | General Secretary            | Y            |
| 4                                                | Tiru Chillapalli       | Treasurer                    | Y            |
| 5                                                | Suneel Devarapallu     | Cultural Secretary           | Y            |
| 6                                                | Priyanka Gaddam        | Educational Secretary        | Y            |
| 7                                                | Venkata Gokyada        | Media Secretary              | N            |
| 8                                                | Krishna Inapakuthika   | Technology Secretary         | Y            |
| 9                                                | Chalamayya Batchu      | Sports & Youth Secretary     | Y            |
| 10                                               | Satya Nagendra Guthula | Community Services Secretary | Y            |
| 11                                               | Suma Pothini           | Womens Services Secretary    | Y            |
| 12                                               | Sreenivasulu Ramisetty | Event Secretary              | Y            |
| 13                                               | Sasi Kumar Reddy       | Literary Secretary           | N            |

|                                    |                                                                                                                                                       |               |                                                                                |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|--------------------------------------------------------------------------------|
|                                    |                                                                                                                                                       |               |                                                                                |
| <b>Agenda and Meeting Minutes:</b> |                                                                                                                                                       |               |                                                                                |
| <b>Tax Seminar</b>                 | <b>24th Feb</b>                                                                                                                                       |               |                                                                                |
| 1                                  | Registrations                                                                                                                                         | Suresh        | Need to check                                                                  |
| 2                                  | Venue                                                                                                                                                 | Suresh        | The final payment was missed, did the final payment as asked to re initiate it |
| 3                                  | Extension cord                                                                                                                                        | Suresh        |                                                                                |
| 4                                  | HDMI Cable                                                                                                                                            | Suresh        |                                                                                |
| 5                                  | Banners                                                                                                                                               | Srinivas      |                                                                                |
| 6                                  | Disposables(Plates/Bowls, Cups, Paper towels, serving spoons)                                                                                         | Suresh/Rupu   |                                                                                |
| 7                                  | Snacks(Tea, snack)                                                                                                                                    | Tiru/Rupu     | Order for 60; Tiru will check the punugulu price and update by Thursday        |
| 8                                  | Shawl                                                                                                                                                 | Suresh        |                                                                                |
| 9                                  | Speaker & Mic                                                                                                                                         | Satya         |                                                                                |
| Note                               | In the handover it was mentioned that there are 4 flasks but we received only 1 . Checked with previous president Sai garu and he was not aware of it |               |                                                                                |
|                                    |                                                                                                                                                       |               |                                                                                |
| <b>Chess Tournament</b>            | <b>2nd March</b>                                                                                                                                      |               |                                                                                |
| 1                                  | Registrations                                                                                                                                         | Suresh        | Around 30, Target is 100                                                       |
|                                    |                                                                                                                                                       | Chandu & Tiru | will verify the payments and follow up on the registrations                    |
| 2                                  | Trophies                                                                                                                                              | Suresh        | This year the categories have                                                  |

|                                   |                     |                    |                                                                                                                 |
|-----------------------------------|---------------------|--------------------|-----------------------------------------------------------------------------------------------------------------|
|                                   |                     |                    | been changed -<br>Unrated -K-4;<br>5-6; 7-12;<br>Rated; Adults                                                  |
|                                   |                     | Suresh &<br>Chandu | Will work on the<br>categories and<br>order the<br>trophies; we<br>would get in 3-4<br>days                     |
| 3                                 | Seating arrangement | Suresh             | We need<br>tables; Chairs<br>are available;<br>On the previous<br>day we need to<br>go and make<br>arrangements |
|                                   |                     |                    | Surya(from<br>Chestronics<br>wants to come<br>and check the<br>laptop, printer<br>setup the<br>previous day)    |
|                                   |                     |                    | Also asking for<br>\$10 per<br>registration; will<br>be discussed<br>once we get the<br>registrations<br>done   |
| 4                                 | Food                | Suresh             | Pizza, Tea,<br>other items will<br>be discussed<br>next week                                                    |
| 5                                 | Advertising         | Chandu             | to send mails<br>and post in<br>social media<br>and all groups                                                  |
|                                   |                     |                    |                                                                                                                 |
| <b>IACA -TAMA<br/>Women's day</b> | <b>10th March</b>   |                    |                                                                                                                 |

|              |                      |          |                                                                                                            |
|--------------|----------------------|----------|------------------------------------------------------------------------------------------------------------|
| 1            | Registration         | Suma     | Need help in that ,we need more advertisements                                                             |
| 2            | Food                 | Suma     | This is not finalized yet                                                                                  |
| 3            | Venue                | Suma     | blocked                                                                                                    |
| 4            | Volunteers           | Priyanka | Will work with TAMA team spouses                                                                           |
|              |                      | Suneetha | Will post in ATM and get some volunteers                                                                   |
| 5            | Back drop decoration | Suma     | Looking for sponsors                                                                                       |
| 6            | Sponsor amount       | Suresh   | out of \$5000, We are able to generate 50%                                                                 |
| 7            | Badges               | Suresh   | Will the TAMA volunteers get badges or how it will be handled                                              |
|              |                      |          |                                                                                                            |
| <b>Ugadi</b> | <b>6th April</b>     |          |                                                                                                            |
| 1            | Venue                | Suresh   | Blocked                                                                                                    |
| 2            | Artists              | Suresh   | Karunya & Malavika troupe-Contract needs to be signed and sent.                                            |
|              |                      |          | Costing \$6500 (Flight + Remuneration)<br>\$5000 ( Band + Domestic flight + Audio + Speakers + equipment + |

|   |                        |             |                                                                                                           |
|---|------------------------|-------------|-----------------------------------------------------------------------------------------------------------|
|   |                        |             | speakers + Mics + Back line equipment)<br>It would be approx \$15000 for the artists - entertainment cost |
| 3 | Cultural registrations | Suneel      | To work on the guidelines and open the registrations                                                      |
| 4 | Emcee                  | Suresh      | Lavanya is almost confirmed                                                                               |
| 5 | Stalls                 | Srinivas    | Work on them                                                                                              |
|   |                        | Suresh      | Need to increase the price ; Regular stalls -\$200; non profit stalls - \$100                             |
|   |                        | Krishna     | Need to take care of the price update in the website                                                      |
|   |                        | Suresh      | Need to see if we can increase the space for the stalls                                                   |
| 6 | Tickets                | Suresh      | Next week                                                                                                 |
| 7 | Competitions           | Suresh      | working on lego competition                                                                               |
| 8 | Momentos               | Suresh      | Ordered                                                                                                   |
| 9 | Food Volunteers        | Suresh/Rupu | there is a separate group for volunteers and need to discuss and                                          |

|               |             |          |                                                                |
|---------------|-------------|----------|----------------------------------------------------------------|
|               |             |          | assign the tasks; Need 30 + volunteers                         |
| 10            | Check list  | Suneetha | Next week onwards Ugadi would be discussed using the checklist |
|               |             |          |                                                                |
| <b>Others</b> |             |          |                                                                |
| 1             | Sankrathi   | Suresh   | All the expenses have been paid                                |
| 2             | Quick books | Tiru     | Tiru to work with Raju and get the sankranthi items added.     |