

minutes of the meeting dt 30.11.23

members present -

1. Pampa Guha
- 2.
3. Nihar Sankar
4. B. Panda.
5. Aditya Kaur Ghising

6. $\frac{30}{11/23}$

The meeting convened at 1 pm at the Mathematics teachers' room.

Agenda:

1. whether room 6 can be obtained for the seminar.
2. whether classes may need to be suspended
3. Honorarium for the speaker.

1. Dr. Pampa Guha suggested using the projector ~~was~~ to display the banner as an image in place of a banner. Dr. Nihar Sankar suggested that a banner would be better. Others present also agreed that a banner should be printed.
2. Members discussed the possibility of obtaining room 6 as a permanent seminar room. Technical problems in this regard were also discussed.
3. It was agreed to contact Mr. Patan for the lighting decoration of ~~it~~ and sound arrangement for the seminar that day.
4. Honorarium: ~~Plaque~~ and ~~a~~ ^A flower pot ^{and a letter of appreciation} were agreed upon.

The meeting concluded at 1:30 pm