



Bichitra Annual General Report 2007-08



Shampa Mukhopadhyay
President, Bichitra (2007-08)

April 2008

This report will present three things

- 1) Events Conducted by Bichitra in 2007-08
- 2) Work Performed by Each Committee or Group
- 3) Bichitra Financial Report (Un-Audited) for 2007-08



Executive Committee (2007-08)

No Shortage of Food at any Event

End to End Planning and Execution

Event Execution

- Picnic
- Durga Puja
- Christmas
- Saraswati Puja
- Nababarsha

Event Project Plan
 Execution: Chair & Team
 Monitoring Execution
 Location Management
 Member Satisfactions

(60-70 Volunteers)

Member Relationship Management
 Problems & Issues Management
 Communication
 Constitution Change Coordination

Org Governance
 Cross Teaming

Fundraising & Ad Collection

Lead

Need 30-45 Voluteers

Collections, Invoice, Receipts

Brochure Design Lead

Brochure Print Lead

Phonebook Lead

Financial Management

Bookkeeping

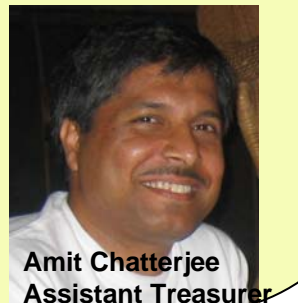
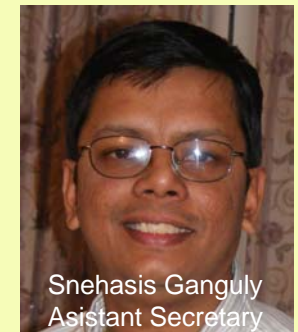
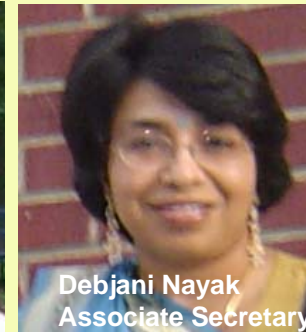
Tax Paper Preparations

Filing Tax Returns

Invoice Management

Receipt Management

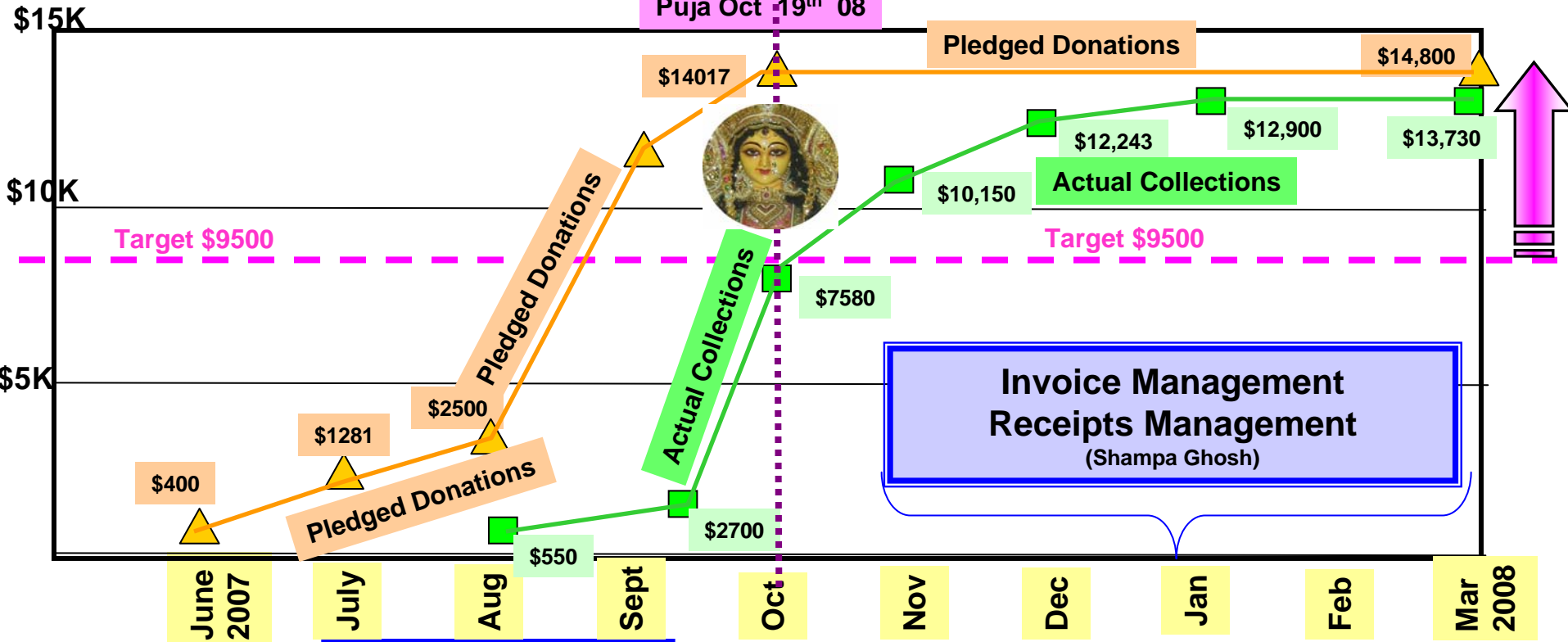
Records Management



Fundraising

(Donation for Advertisement & Collection)

Donations 55% Over Target



Top Gun



Shampa Ghosh

Team Members (Donation Pledge & Collections)

Shampa Ghosh (Manager)
 Pijush Nandi, Shampa Mukhopadhyay, Gopal Roy
 Dhiren & Manju Roy, Anindya & Sumita Roy
 Debashish & Chinu Mridha, Ranajit & Soma Mukherjee,
 Sutapa & Monoranjan Santra, Debangshu Majumdar,
 Madhuparna & Keshav Rakshit, Debkumar & Rita Bonnerjee,
 Debjani Nayak and Hirak Chanda, Sudipta Datta,
 Suranjeeta Dhar, Sudha & Shampa Bhattacharya,
 Snehashis Ganguly, Satyen Basu, Prantosh Nag

Big Sponsors of Bichitra

Corporate Sponsor

Mondrian Properties is a proud major sponsor of the **Bichitra** Annual Event and the community.



Call or email to be on our pre-sales information list and be first to know about availability, events and incentives!
sfakhouri@mondrianproperties.com
248.643.6290
mondrianproperties.com

Open Communities in Troy

Stone Haven phase IV
starting at \$599,900

Chesapeake Grove
starting at 379,900

Timbercrest Farms
starting at \$379,900

Grand Opening November 2007

Weston Downs
starting at 389,900

Member and Community Sponsors



Picnic Report

*Fine Day
Delicious Biryani etc
Donation exceeds Spending
70+ People Attended*



Chair: Sutapa Santra



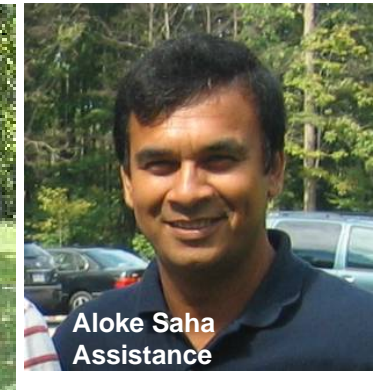
**If we missed
someone
We are Sorry**



**Kaustav Santra
Assistance**



**Monoranjan Santra
Assistance**



**Aloke Saha
Assistance**

2007 Durga Puja (Leadership Team)

Bichitra Annual General Report 2007-08

60+ Volunteers. No Shortage of Food



Karuna Bandyopadhyay
(Thakur Moshai)



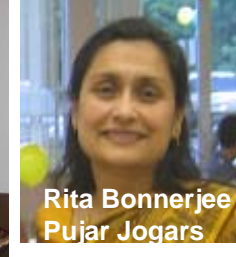
If we missed
someone
We are Sorry



Sutapa Santra
Food Management
(Overall)



Pijush Roy
Puja Arrangement



Rita Bonnerjee
Pujar Jogars



Tapati Chatterjee
Decorations



Debjani Nayak
Children's Food



HIRAK CHANDA
Transportation



Debangshu Majumdar
Finance & Collections



Chair: Suranjeeta Dhar



ASISH GOSWAMI
Audio System &
WEB SITE Management



SHAMPA MUKHOPADHYAY
Exec Management



SOMNATH MUKHOPADHYAY
Membership Database



ANANYA SUR
Phone Book



PROSANTO HAZRA
Audio System Lead



SHYAMA HALGAR
Supply Temple Food



BISWAJIT DHAR
Cultural Programs



SUBHAJIT SENGUPTA
Brochure Design



PRANAB SAHA
Brochure Printing



DEBABRATA PAUL
Puja Arrangement



RUMA DE
Pujar Jogar



DEB BONNERJEE
Collections Booth



GOWRI NANDI
Puja Preparations



KESHAV RAKSHIT
Location & Planning



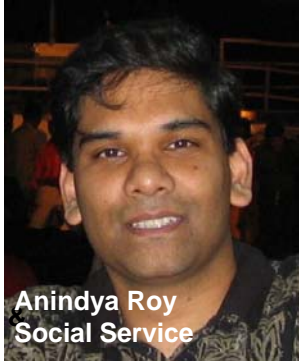
SANTANU MONDAL
MC & PA System

2007 Christmas Party Report

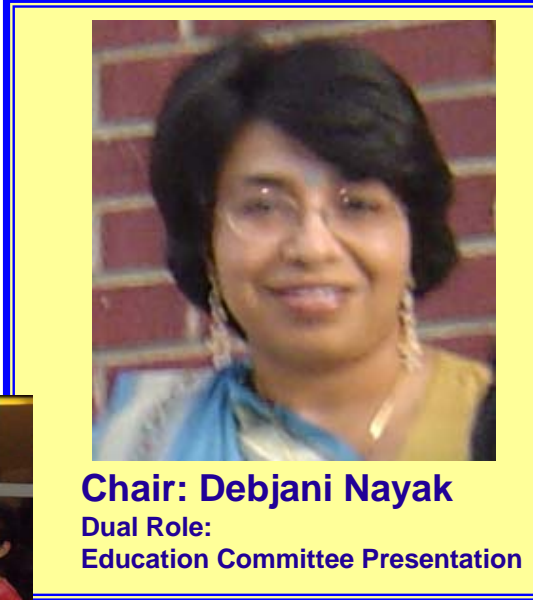
No Shortage of Food



Pranab Saha
Constitution Change
Clarification



Anindya Roy
Social Service



Chair: Debjani Nayak
Dual Role:
Education Committee Presentation



Siladitya Chandra
Gen Body Meeting Facilitator



Sutapa Santra
Food Management
Finance & Collections



Shampa Mukhopadhyay
Constitution Clarifications

If we missed
someone
We are Sorry

*Clarifications on Constitution
(General Body Meeting)*

*Santa Claus Visit
(Prantosh Nag)*

*Christmas Carols
(Path Bhaban Kids)*

Sumptuous Food!



2008 Saraswati Puja Report

No Shortage of Food

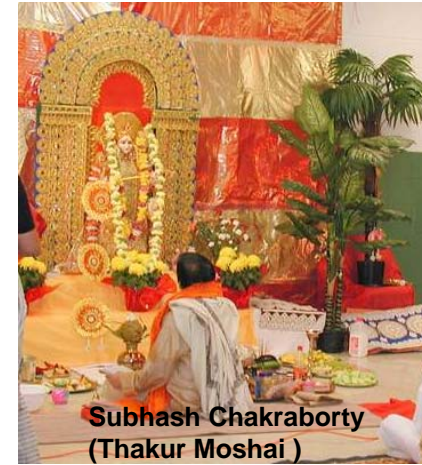
- Great Puja Preparation & Decorations
- Superb Programs
- Delicious Food



Chair: Amit Chatterjee
Dual Role: Cultural Prgm Lead



Rita Bonnerjee
Pujor Jogar



Subhash Chakraborty
(Thakur Moshai)



Sutapa Santra
Food Management



Debangshu Majumdar
Finance & Collections



Hirak Chanda
Transportation & Location



Asish Goswami
Audio System &
WEB SITE, Kids Programs



Swati Chakraborti
Puja Decorations



Choreography: Swati Chakraborti



If we missed someone We are Sorry

2008 Nababarsha Report

No Shortage of Food

- *Willing to Work*
- *Young Leadership*
- *Classy Programming
Food and Transportation*
- *Delicious Food*



Chair: Asish Goswami

*Thanks to all the Volunteers &
Cultural Program Participants*



Debangshu Majumdar
YTD Fin Report
Finance & Collections



Paromita Chakravarty
Cultural Program



Subhajit Sengupta
Food Management



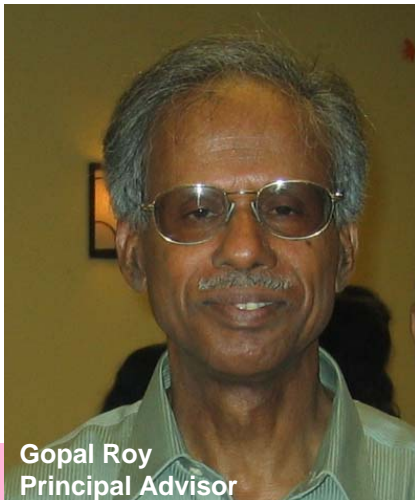
Santanu Mondal
Transportation

**If we missed
someone
We are Sorry**

**All details shown here are as per the Plan.
If appropriate Workflow changes may be made by the Chair**

2007-08 Advisory Committee Report

- *Response to Michigan Attorney General Query*
- *Legal Coverage to protect Bichitra*
- *Provide Consulting and Management Advisory to the President*
- *A sub-committee report (reported by Gopal Roy, Pranab Saha & Satyen Basu) was presented to the Governing Body and eventually was distributed to the Bichitra members.*



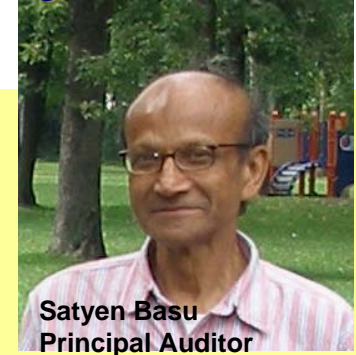
2007-08 Audit Committee Report

What Audit Committee Does

- Establish procedures and insures proper method of implementation
- Audits Membership, Financial and Process [Minutes of Meetings] Documents
- Recommend Procedures for record Keeping

2007-2008 Audit Committee Accomplishments

1. Audited Process Documents [Minutes of Meetings]
2. Audited Financial Documents
3. Audited Membership Documents
4. Helped during Governing Body Hand Over Process
5. Coordinated IRS Tax filing with Treasury Group
6. Certify membership listing after verification (Item 3)
7. Improved Financial Spreadsheet for Record Keeping
8. Improved Record Keeping and Included Voucher Receipts



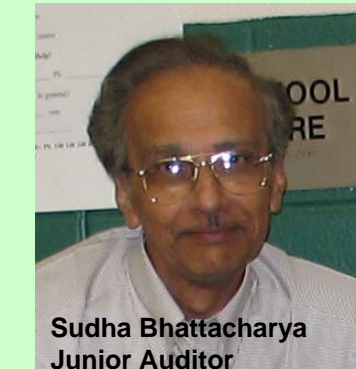
Satyen Basu
Principal Auditor



Shyama Haldar
Senior Auditor

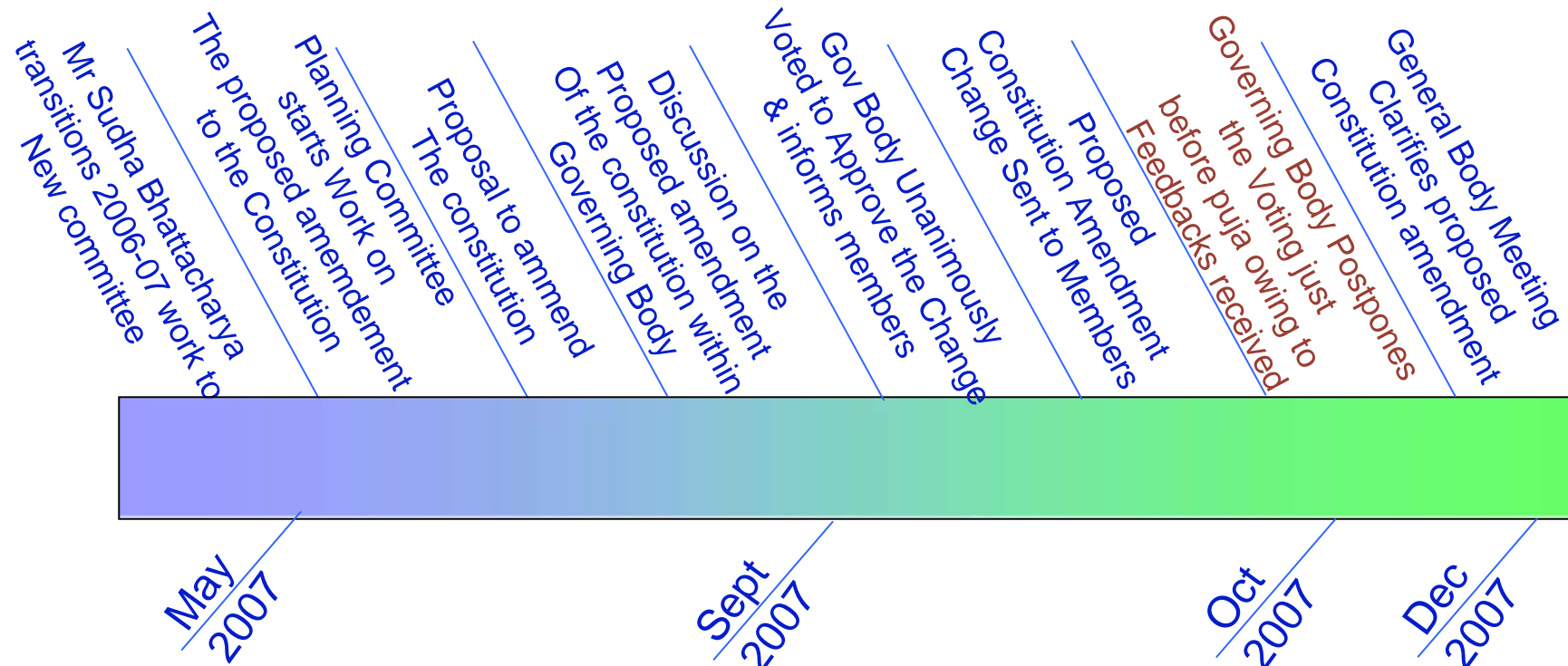
2008-2009 Audit Committee Plans

1. Audit Process Documents [Minutes of Meetings]
2. Audit Financial Documents
3. Audit Membership Documents
4. Help during Governing Body Hand Over Process
5. Coordinate IRS Tax filing with Treasury Group
6. Coordinate with Preservation Committee on Membership
7. Document all Procedures
8. Help Creating Policies and Procedure Manuale



Sudha Bhattacharya
Junior Auditor

2007-08 Planning Committee Report



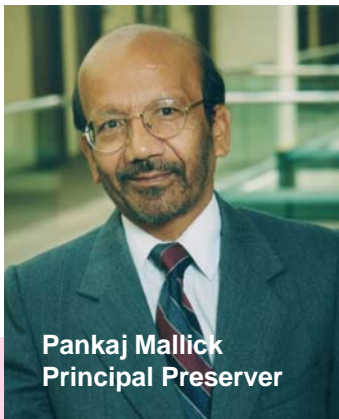
2007-08 Preservation Committee Report

What the Preservation Committee Does

- Preserves the rights of Bichitra members
- Conducts annual election of Governing Body members
- Conducts voting on constitutional issues

2007-2008 Preservation Committee Accomplishments

1. Attended Governing Body meetings and participated in Governing Body discussions
2. Prepared the 2008-09 Governing Body Nomination Form and distributed it to Bichitra members before December 31, 2007
3. Collected the nomination forms postmarked by February 15, 2008
4. Validated the nomination papers and prepared the list of nominees
5. Announced the nominated names, first to the nominees (by e-mail) and then to Bichitra members through the March 2008 newsletter
6. Developed the voting process and will conduct voting at the General Body Meeting (during Nabobarsha)
7. Will announce the names of the 2008-09 Governing Body members after validating and counting the ballots



Pankaj Mallick
Principal Preserver



Utpal Dutta
Senior Preserver



Prosanto Hazra
Junior Preserver

2007-08 Social Services Committee Report

**Beneficiary of Endowment
Ramakrishna Mission**

**THE SECRETARY
RAMKRISHNA MISSION, NARANDRAPUR
Dist 24 Parganas, West Bengal, India**

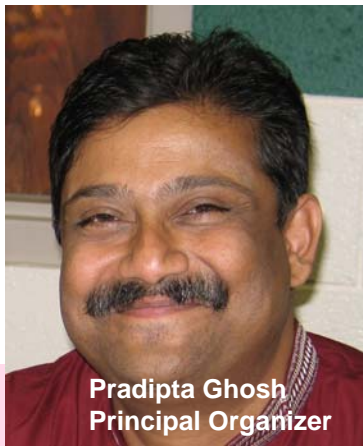
(For Goabagan and Tiljala Centers)

TOTAL

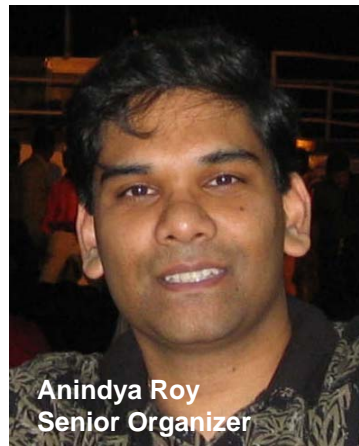
\$1000



BICHITRA'S FINANCIAL SUPPORT IS USED FOR NUTRITION, EDUCATION, VOCATION MEDICAL CARE, FIELD TRIPS OF POOR STUDENTS



**Pradipta Ghosh
Principal Organizer**



**Anindya Roy
Senior Organizer**



**Prantosh Nag
Junior Organizer
(Resigned Oct 07)**

Teachers and Work Breakdown

The image features a central organizational chart for Pathbhaban, surrounded by portraits of its members. The chart is a tree structure with 'Pathbhaban' at the center. It branches into several areas: 'Examinations', 'Course Curriculum', 'Scheduling', 'Raising Funds for School', 'Cultural Programs', 'Annual Dinner', and 'Art Training'. 'Course Curriculum' further branches into 'Textbooks' and 'Grades'. 'Scheduling' branches into 'Yearly' and 'Weekly'. 'Raising Funds for School' branches into 'Donations from Parents' and 'Corporate Donations'. A yellow box with the text 'If we missed someone We are Sorry' is placed near the bottom of the chart. The portraits are arranged around the chart, with names written below them. The names are: Pompee Datta, Shiela Ghosh, Naireen Rahman, Debabrata Paul, Swati Halder, Siladitya Chandra, Chaity Nath, Prabhati Goswami, Chinmoyee Dutta, Suranjeeta Dhar, Pijush Roy, Shampa Ghosh, Amit Chatterjee, Sudipta Datta, Madhuparna Rakshit, Sanchita Roy, Dheeman Basu, Raniana Basu, Bharati Samanta, Swati Chakraborti, Pranab Saha, Ananya Sur, Shampa Mukhopadhyay, Paromita Chakravarty, and Aparna Datta.

Pathbhaban

- Examinations
- Course Curriculum
 - Textbooks
 - Grades
- Scheduling
 - Yearly
 - Weekly
- Raising Funds for School
 - Donations from Parents
 - Corporate Donations
- Cultural Programs
- Annual Dinner
- Art Training

If we missed someone
We are Sorry

Teachers:

- Pompee Datta
- Shiela Ghosh
- Naireen Rahman
- Debabrata Paul
- Swati Halder
- Siladitya Chandra
- Chaity Nath
- Prabhati Goswami
- Chinmoyee Dutta
- Suranjeeta Dhar
- Pijush Roy
- Shampa Ghosh
- Amit Chatterjee
- Sudipta Datta
- Madhuparna Rakshit
- Sanchita Roy
- Dheeman Basu
- Raniana Basu
- Bharati Samanta
- Swati Chakraborti
- Pranab Saha
- Ananya Sur
- Shampa Mukhopadhyay
- Paromita Chakravarty
- Aparna Datta

Pathbhaban Report (Students)



Novi Campus



Troy Campus



Few Students per Teacher



Field Trip - Cranbrook
Troy Campus

Financial Report (2007-08 Unaudited)

Bichitra Annual General Report 2007-08



Debangshu Majumdar
Treasurer

Financial Management
Bookkeeping
Tax Preparation
Filing Tax Returns
Invoice Management
Receipt Management
Records Management



Sutapa Santra
Associate Treasurer



Amit Chatterjee
Asst Treasurer

BICHITRA FINANCIAL PICTURE 2007-2008 as of March 31, 2008			
TRANSACTION OPERATION	REVENUE	EXPENSES	BALANCE
EVENT TRANSACTION			
Picnic 2007	\$ 535.00	\$ 548.14	\$ (13.14)
Durga Puja 2007	\$ 16,618.00	\$ 22,966.51	\$ (6,348.51)
Christmas 2007	\$ 535.00	\$ 1,066.51	\$ (531.51)
Saraswati Puja 2008	\$ 3,129.60	\$ 5,386.76	\$ (2,257.16)
Total Event Transactions	\$ 20,817.60	\$ 29,967.92	\$ (9,150.32)
FUND TRANSACTION			
Central Fund			
Received From Past Executive Committee (2006-2007)	\$ 9,928.83		\$ 9,928.83
Membership 2007-2008	\$ 2,470.00	\$ -	\$ 2,470.00
Sponsorship From Durga Puja Brochure and Donations	\$ 13,730.00		\$ 13,730.00
Storage Rental, Insurance, State of MI Fees, PO Box Fee	\$ -	\$ 8,379.15	\$ (8,379.15)
Sub-Total	\$ 26,128.83	\$ 8,379.15	\$ 17,749.68
Social Service Fund			
Received From Past Committee (2005-2006)	\$ 1,203.57		\$ 1,203.57
Fund Donation to Rama Krishna Mission		\$ 1,000.00	\$ (1,000.00)
Miscellaneous Expenses		\$ 103.06	\$ (103.06)
Sub-Total	\$ 1,203.57	\$ 1,103.06	\$ 100.51
Path Bhaban Fund			
Received From Past Executive Committee (2005-2006)	\$ 7,915.16		\$ 7,915.16
Donations Received	\$ 1,000.00		\$ 1,000.00
Tuition Fees From Students	\$ 2,290.00		\$ 2,290.00
Interest Received	\$ 5.69		\$ 5.69
Pathbhavan Award Ceremony / Lunch/Trip		\$ 690.09	\$ (690.09)
Snacks, Materials, Etc.		\$ 299.85	\$ (299.85)
Pathbhavan - NABC related expenses		\$ 721.06	
Sub-Total	\$ 11,210.85	\$ 989.94	\$ 10,220.91
Total Fund Transactions	\$ 38,543.25	\$ 10,472.15	\$ 28,071.10
Grand Total	\$ 59,360.85	\$ 40,440.07	\$ 18,920.78
Fund Redistribution - Central Fund			\$ 8,599.36
Fund Redistribution - Social Service Fund			\$ 100.51
Fund Redistribution - Path Bhaban Fund			\$ 10,220.91
INVESTMENT OPERATION	REVENUE	EXPENSES	BALANCE
INVESTMENT FUND			
Investment Central Fund			
Opening Balance	\$ 6,466.12	\$ -	\$ 6,466.12
Dividends Received	\$ 324.75	\$ -	\$ 324.75
Closing Balance	\$ 6,790.87	\$ -	\$ 6,790.87
Investment Path Bhaban Fund			
Opening Balance	\$ 5,630.54	\$ -	\$ 5,630.54
Dividends Received	\$ 282.78	\$ -	\$ 282.78
Closing Balance	\$ 5,913.32	\$ -	\$ 5,913.32
Total Fund Investment	\$ 12,704.19	\$ -	\$ 12,704.19
TOTAL FUND OPERATION	REVENUE	EXPENSES	BALANCE
Central Fund	\$ 15,390.23	\$ -	\$ 15,390.23
Social Service Fund	\$ 100.51	\$ -	\$ 100.51
Path Bhaban Fund	\$ 16,134.23	\$ -	\$ 16,134.23

Thank You for Unifying your Efforts !

Loyalty

Friendship

Work

