



**SRI SANKARA ARTS & SCIENCE COLLEGE**  
Kanchipuram - 631 561.

## *Minutes Book*

### **Minutes of the Meeting of the Library Committee held on 04.09.2019.**

The Meeting was started at 1.30 p.m. in the Committee Room.

The Librarian welcomed all of the Committee Members.

Then she presented the present status of the Library.

She produced the Bills and Books purchased for Commerce Department.

She also submitted a consolidated Book List of all the Departments for purchase for this academic year 2019 - 2020, before the Committee.

Principal Sir approved the Book List for purchase.

General discussions were held.

Principal Sir instructed the Librarian to take an internal stock verification.

He also insisted to produce a complete report of stock verification at the earliest.

The meeting came to a close at 2.30 p.m.

Principal

Librarian and convenor



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## *Minutes Book*

Proceedings of the Meeting of the Library Committee held on 04<sup>th</sup> September, 2019 at 2.30 pm  
at the college committee room.

### **Members Present:**

1. Dr. K. R. VENKATESAN

*[Handwritten signature]*

2. Dr. K. NAVEEN KUMAR

*[Handwritten signature]*

3. Dr. T. S. JEYALAKSHMI

*T.S. - [Handwritten signature]*

4. Dr. N. PRASANNA BALAJI

*N. Prasnna*

5. DR. L. RAJESH

*L. Rajes*

6. Dr. R. K. BALACHANDRAN

*R.K. Balachandran*

7. Mr. M. VENKATESAN

*M. Venkatesan*

8. Mrs. S. GEETHA

*S. Geetha*