

## MINUTES OF THE MEETING

Venue	Zoom Meeting App	Date	01/02/24
Subject	COREA.20 Event Details	Time	7:00 PM
Attendees	<ol style="list-style-type: none"> <li>1. Samit Garg, President</li> <li>2. PVN Vidyasagar, Executive Vice President</li> <li>3. Vinod Janardhan, General Secretary</li> <li>4. <a href="#">Sonu Nanda</a>, VP East</li> <li>5. Surabhi E Factor</li> </ol>	EEMA Secretariat:	<ol style="list-style-type: none"> <li>1. Roopa Sandhir</li> </ol>

### Key Point 1: COREA 2.0 Agenda/Itinerary/Accommodation/Event Flow/Event Branding/Attendees Attendance

The meeting commenced with Samit sharing insights for COREA 2.0, focusing on event flow, branding, recreational activities, and responsibilities division. Sagar, Vinod, Sonu, Roopa, Tushar, and Ankita were assigned specific responsibilities.

1. **Date Confirmation:** The final dates for COREA 2.0 are set for 20th and 21st February 2024.
2. **Arrival Details:**All attendees are expected to reach by 19th February.
3. **Accommodation:**Allocation: 4 people/2 rooms for each contingent.
4. **Logistics:**F&B, airport transfers to be managed by team EFactor.
5. **Inclusivity:**Encourage having at least 1 female member in each contingent.
6. **Event Flow and Sessions:** Sagar to share the event flow. Additionally scheduling a Music Licensing session with Mr. Anup Jalota & Mr. Sanjay and sessions with ICPB and IEIA were proposed by Sagar.
7. Entertainment Session Suggested by The President: **Spiritual Nākalokaa (GENESIS) contemplative concert presented by @monicadogra & @victorienjoy weaving world flutes, sacred chants and recitations**
8. **Attendance Confirmation:** Sagar and Sonu assigned to follow up with Regional Event Association Representatives for attendance confirmation.
9. **Event Branding:** Sonu responsible for event branding aligned with G20 replica, including photography, videography, and music band for the gala.
10. **Media Collaboration:**Collaboration with Eventfaqs.com and Agencyfaqs.com for media communication.
11. **Regional Representation:**Emphasis on including representatives from Regional Event Associations of Sri Lanka and Nepal.

12. **Agenda Overview (Tentative):**Detailed agenda shared by Sagar for the event from 19th to 22nd February.

COREA 2.0 - FEBRUARY 20-21, 2024	
TENTATIVE AGENDA	
AIRPORT - VENUE - AIRPORT TRANSFERS FROM FEB 19 NOON - FEB 22 NOON	
19-Feb	
12 NOON ONWARDS	ARRIVALS
7:00 PM	NETWORKING, COCKTAILS & DINNER
20-Feb	
07.30 AM	ARRIVALS / CHECK IN / BREAKFAST
11:00 AM	REGISTRATION - TEA / COFFEE AT CONFERENCE HALL
11.30 AM	OPENING SESSION
	REVIEW OF COREA ACTIVITY
1.00 PM	LUNCH
2.00 PM	SESSION WITH ICPB & IEIA - COLLABORATION WITH EVENTS
3.30 PM	TEA / COFFEE
4.00 PM	MUSIC LICENSING - SESSION WITH MR.ANUP JALOTA & MR.SANJAY - THE WAY AHEAD
6.00 PM	BREAK
7.30 PM	COCKTAILS / ENTERTAINMENT / DINNER
21-Feb	
	DEPARTURES COULD BE 20TH EVENING / 21ST MORNING ONWARDS
07.30 PM	BREAKFAST
9.30 AM	REVIEW SESSION - THE WAY FORWARD - EDUCATION , ETC
11.00 AM	SESSION WITH IESA & EESA - SAFETY, WORKING BETTER WITH VENDOR PARTNERS
12.30 PM	WATER SPORTS / BEER / LUNCH
4.30 PM	CLOSING SESSION - ACTION POINTS & INITIATIVES
6.00 PM	SAMIT - SPIRITUAL SESSION
	GALA DINNER
22-Feb	DEPARTURES

**Action Suggested:**

1. **Sagar:** Share detailed event flow and agenda.
2. **Sonu:** Take charge of event branding and entertainment.
3. **Sagar and Sonu:** Follow up with Regional Event Association Representatives.
4. **Eventfaqs.com and Agencyfaqs.com:** Collaborate on media communication.
5. **All:** Ensure attendance confirmation from Sri Lanka and Nepal Regional Event Associations.

**Key Point 2: EEMAGINE 2024 - Venue**

Post discussion on shortlisting the final venue for EEMAGINE 2024:

**Action Suggested:**

Sagar and Vinod: Finalise the hotel venue for EEMAGINE 2024 and share with the President promptly.

**Signature:**   
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