# Board Meeting Notes

# May 29, 2017

Board Meeting Notes

Meeting Date: 5/29/17

Meeting Location: IAC Board Room

Members Present: Ibrahim Amidou, Majed Dabdoub, Mohammed Shamma, Yasser Khan (call in), Khaled Al-Najar, Sadia Khatri, Zeeshan Tayeb, Alvi Mohammad. Guests: Imam Ismaeel Chartier. Absent Members: Majid Qureshi, Yasser Khan

Opening of Meeting: 11 am

Meeting Type: Regular Meeting

Facilitator: Dr. Zeeshan Tayeb, Dr. Shamma

Recorder: Ibrahim Amidou

Opening Dua’a @ 6:10 P< (Vice chair Dr. Tayeb filling in for Chair)

1. Roll Call (Secretary)
2. Review of current agenda and past Board Meeting Minutes:

* From the “Old Business” of the current agents, elimination of items d,g,h because already covered but consolidation of items e and f into one.
* Motion to move b from “New Business” to the top of “Old Business” of agenda (Amr); motion voted on and passed.
* Vote and approval of the agenda as amended (7-1)
* Unanimous approval of April Board Meeting Minutes;

3. Officer Reports

* Vice Chair’s Remarks: Abstention from making remarks and deferred to the Chair himself.
* Secretary Report: Issue with the most effective way to verify Board Members attendance to the meetings as tasked.

-Suggestion to abide by IAC’s bylaws enunciation regarding the absences;

-Reading of the section of the bylaws pertaining to the absences for a reminder;

-Suggestion of sending a notice to the Board Members with 3 consecutive absences regardless of the reasons for the absences per the bylaws and seek justifications later;

-Suggestion that the Chair sends out an email to the entire Board members with a copied portion of the bylaws which states that the Chair has to be notified;

-Attendance is to be verified for the Board starting January 2017;

-Lack of Minutes from previous years (2015/2016); Zeeshan, Amr, and Saida will follow up by checking with Saad Alam the Secretary at the time;

-Suggestion to check the attendance by having Board Members physically sign an attendance sheet; this must be presented as a separate motion to be discussed in the future meeting;

* Treasurer Report (The Treasurer is absent but filled in by the President)

-Investment Balance as of May 28th, 2017 was $236342.35

-Investments: Amana Growth Investment ($122K) and Amana Income Investment ($115K)

-November 20th, 2016 Account Balance:$209655 with a profit of: $26687

-Major Expenses in May:In addition to the employees’ salaries, $7500 for the security system (half the initial estimated cost) and $22,247 (Saturday School)

-Money in the Bank: $112,000 at 5/3 bank

-Total IAC assets: $340K

-Suggestion by the Chair: In the future have a 1-page summary listing the expenses, the income and the benefit/loss for IAC.

* President’s Report - see attached report

-Suggestions: Paint bottom parts of the main prayer room’s walls to prevent stains from people leaning against them. Preferably, use the brown color;

-Suggestion: Address good manners. For example, Properly using the shoe rack and respecting others. Crying children while others are praying and parking issues. Imam Ismaeel to continue emphasizing good manners in his khutbahs. Suggestion to announce cars will be towed if not properly parked, plus educate people.

New Business:

Discussion of Amr’s motion with regards to the joint Eid’s Carnival (by the 3 mosques: Clifton, West Chester, and Mason) and the picnic at the Winton Woods (by the Clifton Mosque). Final suggestion: both the joint Eid Carnival and the Winton Woods Picnic by Clifton Mosque may go on without one interfering with the other.

* Chair’s Remarks:
  + Table the remaining items the agenda for next board meeting;
  + Suggestion for the Next Board Meeting: July 9th, 2017 and possibly move board meetings to Asr-Maghreb; 5 Board Members present at the time and all approved the date with no objection to moving the meeting times to between Asr and Maghreb but expect remaining Board Members to give their feedback on a timely manner in order to finalize the date and the time.
* Promise by the Secretary to prepare and send out the first draft of this and future Board Minutes within the First week of the Meeting for quick feedback from the majority of the Board Members and do the thorough review for final submission as soon as possible to save board meeting time.

4. Adjournment: Closing Dua’a of Board Meeting at 8:32 PM by Dr. Shamma

Submitted and signed by Ibrahim Amidou. Accepted and signed by Dr Shamma 7/9/18.

President information:

Investment: we have a balance of $236,342.35.

We received $22,300 so far in donations for both the security system and the electrical and I am expecting another $7500, so the total is $29,800.

Major expenses in May:

1. Sunday School: $22,247
2. Security System installation $7500 half of the total cost.

5/3 balance as of 5/28: $112,227.55

InshAllah I will go over the numbers at the meeting.