



Islamic Center of Maryland

Annual Report for 2024-2025

June 21st, 2025

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NOTICE OF GENERAL BODY MEETING

Email Broadcast:

Assalamu Alaikum!

Insha'Allah, the 2025 ICM Annual General Body (AGB) Meeting and Board of Trustees (BOT) election will be held on Saturday, June 21, at 10 AM in the ICM Gym.

Your attendance and participation in the BOT election are vital for our community's growth.

Important Quorum Requirements

1. To ensure a productive Annual General Body Meeting (AGB), at least 40% of the total voting eligible members (2024 & 2025 paid members) are required to attend, known as “achieving a quorum”.
2. Your attendance is essential to achieve a quorum for the meeting to begin.
3. **If a quorum is not met by 11 AM, the meeting will be postponed.** Please note that all community members are welcome to attend, but only voting members can cast ballots.

The 2025 Annual Report will be shared with the community, allowing you to review it before the meeting.

AGB Agenda

Please find the meeting agenda below:

- Breakfast
- Guests welcome & quorum check
- Quran recitation
- Candidate Introduction
- 2024 GB meeting minutes approval
- Annual report
- Treasurer report
- Community Discussion; Q&A
- Trustee Election Voting
- Closing dua
- Dhuhhr prayer

2025 Nominations

The following individuals have been nominated for the two open three-year term positions

this year. The nominees who have accepted the nomination are listed in alphabetical order by first name:

- Abid Chaudhry
- Ahsun Dasti
- Anwar Masood
- Mahamat Adjiri
- Sobia Khan
- Tayyab Khan

The current elected board of trustees are listed below for your reference. Names marked with an asterisk indicate trustees whose terms are expiring and for whom new elections will be held.

- **Tayyab Khan*** (Chairman)
- Hameed Ahmed (Vice Chairman)
- Mahmud Gani (Treasurer)
- Sayeem Kazi (Secretary)
- Imtiaz Mohiuddin
- **Abid Chaudhry***
- Tariq Lateef

Absentee Ballots

Absentee ballots are available for those unable to attend in person. Details have been emailed to all eligible voters.

If you're eligible and didn't receive the email, please contact ICM Election Commissioner at nazeez@icomd.org.

Sayeem Kazi,
Secretary, ICM Board of Trustees
secretary@icomd.org

MEETING AGENDA

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- Candidate Introduction
- 2024 GB meeting minutes approval
- Annual report
- Treasurer report
- Community Discussion; Q&A
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- Dhuhhr prayer

MINUTES OF 2024 GENERAL BODY MEETING

10:45 AM: Quorum reached for the meeting to begin.

10:45 AM: Br. Tayyab Khan (Chairman of the board) welcomed the members and requested members to be seated to start the meeting. Notice of the 2024 GB meeting and the meeting agenda was presented

10:45 AM: Ustadh Karim Issa (ICMA Hifz program coordinator) recited the Quran

10:50 AM: Br. Sayeem Kazi (Secretary) presented the meeting minutes of the 2023 GB meeting and brought the motion to approve. Community members raised their hands and did the 2nd and 3rd to the motion and with no objection or negative vote, the 2023 GB meeting minutes were approved. Sayeem announced that no progress was made on electronic voting options. He mentioned that it was discussed at a board meeting and the board is not clear on what value it adds considering the efforts/resources required. Also, it is desired that members attend the AGB meetings in-person. Sayeem proposed to either defer it to next year or not pursue it anymore. Sayeem asked the attendees if anyone still wanted to see electronic voting options, no one raised their hands. It was decided that electronic voting options would not be pursued anymore.

10:55 AM: Tayyab Khan (Chairman of the board) presented the Annual Report (AR) for 2024. The report was sent to all the members on June 7th, 2024. Details can be found on "Annual Report 2024" on the ICM website. Nurudeen Thomas introduced Sabeen Taha, the new bookkeeper at ICM.

Community Comment Highlights During AR Session:

- BOT was offered help, but no progress has been made structuring the organization in the past one year. In response Nadeem Ahmad mentioned that this has been an issue since the inception of ICM and all BOT's have expressed desire to improve organization structure and a lot of progress is made. He mentioned that it's good to see it included as a priority item in the Annual Report. Imtiaz Mohiuddin gave examples of ICMA, Clinic, and Sunday School to show how well they are performing.
- We have to establish a milestone based timeline on organization structuring to make progress
- One ICMA parent expressed his gratitude for ICMA and its PTA's service and mentioned that ICMA PTA is strong and can help in finding volunteers for different committees.
- Mentioned that alhamdulillah ICM has a lot of volunteers when requested but we need better volunteer coordination.
- Concerns were raised that the ICM clinic is not run by experts
- ICM Care's Doctor's schedule should be published so the community knows who is coming when
- ICMA should have a separate independent Steering Committee under the current board
- Questions were raised about the absence of sisters participation in the board and suggested making room for sisters and young generation to be encourages to join the ICM board
- Implement stronger marketing and outreach efforts to boost membership enrollment. We should introduce incentives such as limited-time discounts or

promotional offers to attract new members. Current ICM membership benefits should be reviewed and consider offering exclusive perks or support tailored to members. We should increase the frequency of renewal reminders to improve retention.

- Membership numbers serve as a reflection of the center's size and engagement. It's important to grow ICM's membership to accurately represent its reach and impact.
- Concerns were raised about the quality of Sunday School Quraan classes. 1.5 hours a week is not enough. Children need supplemental help.
- To improve Sunday school quality, it's important to figure out how to measure the quality of teaching.
- Concerns have been expressed by some community members about perceived racial bias, which should be acknowledged and addressed with transparency and care. It was agreed that initiatives such as educational workshops, open forums, and inclusive policies can help foster a more welcoming and respectful environment for all.
- Community members commended ICM leadership and mentioned that all the concerns and issues we have at ICM are part of a natural cycle considering the growth we have seen. He said ICM should focus on the future and invest in youths. Regular motivational seminars will help.
- Community felt the need to start after school programs.
- Question was raised why it is taking ICM so long to find an Islamic leader/scholar
- Question was raised why we do janazah outside where attendees can hardly hear anything.
- It was suggested that ICM should publish action plans and progress. Publish when volunteers are needed.
- There are many educational opportunities in this area by different organizations. ICM/local community need to have Muslim representatives at these organizations
- There are many committees at ICM, but the community is not aware of what these committees do, how they do them. Need better communications.
- It was agreed that the ICM community needs recurring TownHall to improve communications with the board.
- Community asked for monthly reports from important committees
- Recurring report publication will help to reduce questions from the community
- ICM should have security for evening classes
- ICMA/Sunday school should reach out to Muslim MCPS teachers for their input
- Community feels that we have to start to build our masjid.
- It is urgent to build a bathroom at the Al-Firdaus Memorial Garden. ISF is looking into it. Need to publish regular updates for the community.

12:30 PM: Nurudeen Thomas (Treasurer) presented the Treasurer Report (TR). The report is available on the website.

Community Comments During TR Session:

- Contract with the financial auditor – how many years is the contract for. It's a one-year contract.
- Question was raised as to why the ICM finance report is not published regularly – It requires a lot of time/effort and only a handful community members are interested in seeing the report. Time was invested in other improvements instead.
- Question was asked whether Sadaqa funds going to Master plan – Answers was NO, Sadaqa funds not going to Master plan.
- Question was asked whether any improvements in providing correct tax receipts to donors – Yes, improvements are made. Much less issues now but not yet 100% fixed.

1:30 PM: Break for Dhuhr Prayer

2:15 PM: Members reconvened and Nurudeen Thomas completed the Treasurer report.

2:30 PM: Mustafa Saifi (election Commissioner) presented the trustee election results

Election Result Highlights :

- Total Number of Ballots Casted: 167
 - Absentee: 61
 - In person: 106
- Election Results:
 - Hameed Ahmed - 125 (Elected)
 - Qazi Tariq Lateef - 109 (Elected)
 - Mahmud Gani - 90 (Elected)
 - Syed Ashraf Ali - 80
 - Shala Shamim - 66

2:35 PM: 2024 Election Commissioner nomination call was made by Tayyab Khan

- Niamathullah Abdul Azeez and Sobia Khan was nominated
 - Niamathullah Abdul Azeez was elected to be the 2025 election commissioner with 22 votes. Sobia Khan received 14 votes.

2:40 PM: Dr. Amin Ezzeddine was requested to conduct the closing dua and the General Body meeting ended with the dua.

1. INTRODUCTION

PURPOSE

The objective of this Annual Report is to provide an overview of the current state of the Islamic Center of Maryland (ICM). It includes an analysis of the organization's health, its membership, and the community services it provides or supports. This report also highlights key activities, initiatives, and projects which are currently ongoing, completed, or planned for the future. In addition, it offers a high-level summary of ICM's strategic roadmap, outlining priorities and direction for the coming years.

2. OVERVIEW AND OBJECTIVES

The General Body Meeting is a requirement stipulated in the bylaws, as per Part four, Article 2. The meeting is conducted with the explicit purpose of achieving the following objectives:

- a) Minutes of the last General Body meeting.
- b) Annual reports by the Chairman and Secretary describing the previous year's accomplishments, present status, future plans, the budget proposed by the Board of Trustees, and other matters of general interest.
- c) The Treasurer's report, which includes a balance sheet, general statement of income and expenditure.
- d) Reports from standing committees.
- e) Report of the nomination committee, announcing the list of candidates whose nomination papers have been found in order.
- f) Election for the vacancies of the Board of Trustees.
- g) Election of the chairman of the nomination committee for the next election.
- h) Transactions of the general business of the Center and discussion of any other matters referred to in the meeting by the Board of Trustees or brought by its members

3. ICM – TRUSTEES AND ADMINISTRATION

Elected board of trustees for 2024-25 are shown below. Names with an asterisk (***) are the trustees whose terms are expiring:

- Tayyab Khan (Chairman)***
- Hameed Ahmed (Vice Chairman)
- Mahmud Gani (Treasurer)
- Sayeem Kazi (Secretary)
- Abid Chaudhry ***
- Tariq Lateef
- Imtiaz Mohiuddin

Alhamdulillah, ICM has continued to expand its operations in different service areas and with this exponential growth the need for additional staff has also increased. Our current team of full-time and part-time staff members supports ICM across various functions and services are listed below

- **Ragab Abdelmoneim** - Imam
- **Jamil Dasti** - Imam
- **Nadeem Ahmad** – Executive Director (volunteer)
- **Dr. Wafa Hozien** – Principal ICMA
- **Samer Alkorom** – Senior Facilities Manager
- **Sister Camille Malik** – Rental Facility Coordinator
- **Daniel Beavan** – Office Administrator
- **Maksud Haque** – IT Maintenance
- **Sister Sabeen Taha** – Bookkeeper/Accountant
- **Karim Issa** – Hifz Program Lead

4. EXECUTIVE OVERVIEW

The Islamic Center of Maryland (ICM) continues to serve as a central hub for the Muslim community of Gaithersburg and surrounding areas, offering a diverse range of religious, educational, and community services. This report highlights the center's key activities and programs over the past year.

Alhamdulillah, in 2025, ICM continued to grow and thrive as a strong community hub for the community. We expanded our existing services and introduced new programs to better serve the needs of our diverse community. While this growth is a positive sign of great progress, it also brings a set of challenges particularly from a management and operational standpoint. Unwavering support of our community has been instrumental in navigating these challenges. We are especially grateful for the continued increase in volunteers, who play a critical role in sustaining and supporting ICM's programs. They remain the backbone of our center.

This overview section highlights the key accomplishments, ongoing enhancements, and the challenges we faced over the past year.

Highlights of the major activities over the last year:

- (1) Hiring full-time Imam for ICM
- (2) Hiring full-time Principal for ICMA
- (3) Continued expansion of Masjid programs. Under Imam Ragab's leadership several ongoing educational/social activities have started and more to follow Inshallah.
- (4) The spiritual growth of the community is a prime focus of the Imam. There is special emphasis on the youth and young members of the community.
- (5) ICM Care Clinic made tremendous progress and growth. The Clinic was recently approved as one of the 12 Montgomery County Free/Low-Cost Primary Care Clinics (PCC) following a comprehensive audit.
- (6) ICMA expanded up to Grade 3 in Fall of 2024 and further expansion planned this year Inshallah
- (7) Our social services continue to do great work. This service is an important area for not only helping the community, but also a form of outreach/dawah
- (8) Financial Operations: The financial operations of the center continue to grow in line with ICM programs. Several key initiatives have been completed this year to help the financial operations, including establishing an expanded finance committee. Details are part of the treasurer report.
- (9) Our Community Skills Development Initiative (CSDI) has continued to grow successfully. This is a program which can be leveraged by the community in expanding their career skills and we need to market it more.

- (10) Ramadan programs continued to grow well. This year we held both pre-Ramadan and post-Ramadan events. Our largest event at ICM to date with the Eid Festival after Ramadan was extremely successful and well received.
- (11) ICM Eats also continued to expand its operations. Moving forward we need to focus on improving efficiencies and expanding services.
- (12) The ICM Outreach team led and supported a broad range of impactful initiatives and events, demonstrating strong community engagement and advocacy. Further details are provided below in the Outreach section.
- (13) Established Garden committee and Green Team
- (14) Institutional Training: Instituting best practices for organizational compliance and protecting against untowardly situations and incidents, ICM has implemented a written policy on Sexual Abuse and Molestation. The policy is supported by recurring training sessions for and signatures required on the policy by all staff, volunteers who deal with youth programs, and members of the Board of Trustees and the Executive Committee. This policy is further supported by required background checks processed by an independent service provider. The training session covers practices and procedures for appropriate interaction with youth, particularly adolescent children, and grownups. Topics covered include physical evidence of abuse, behavioral signs of sexual abuse, organizational policies in interacting with youth and others, reporting and investigation procedures, photography, and use of ICM social media among other topics."

Need to prioritize in the coming year:

- (1) Alhamdulillah the operations of the center have grown so much that the need for full-time staff to help with operations is a necessity.
- (2) While not completed we did get recommendations on the legal structure of ICM and Inshallah will present the formal proposal from lawyers in the next town hall.
- (3) Regular town hall meeting with the community. To help push this we are adding to the ICM calendar and announcing the following schedule:
 - a. Town Hall - 1 (focus bylaws/legal): Friday August 29th, 2025
 - b. Town Hall - 2 (focus Education and Financial): Friday December 5th, 2025
 - c. Town Hall - 3 (focus ICM services): Friday March 27th, 2026
- (4) Establish an ICM Eats committee to help with growth and optimization of operations.

Discuss in the Fall Town hall the following items and any other related items:

- (1) Legal Structure of ICM, create LLC for ICM Clinic and ICM Eats
- (2) Request to amend bylaws to stipulate a maximum time duration for filling any vacancy in the Board

- (3) Discuss if the allocation of family ballots (Husband and Wife) need to be done individually

5. ICM MEMBERSHIP

The Membership Committee's tireless efforts and dedication are commendable. They have ensured smooth maintenance and continuous improvement of the ICM membership portal (NeonCRM), including implementing automated renewal notifications and reminders (via NeonCRM) and creating a new membership policy (available on the ICM site).

CURRENT STATUS

Membership Data from the Portal

2025 Active Members	381
2025 Eligible Voters (Not final until year definition is decided)	303

MEMBERSHIP COMMITTEE

- Hassan Dasti
- Sayeem Kazi - Trustee Liaison

CURRENT PORTAL BENEFITS

- Full control of their membership
- Self-generated report print
- Tracking membership status & payment
- Consolidation of family
- ICM event registration payments
- Report on ICM registered events
- Use for events at ICM with rsvp options and the ability to set time/place/max available seats
- Send reminder notices of upcoming ICM events

POTENTIAL ROAD MAP FOR FUTURE

- Allow members to tailor emails based on their specific interests
- Create shareable fundraising campaigns for ICM & ICMA compatible with social media
- Recruit ICM volunteers for specific projects
- Maintain lists of ICM volunteers, hours worked, etc.
- Create and post ICM online newsletter

CHALLENGES & OPPORTUNITIES

Challenges:

- Educating the community and providing training or hands-on support
- More effectively handle duplicate records
- Effectively manage renewals by check and cash

Opportunities

- Membership drive
- Membership booth and facilitating walk-in registration via our office admin

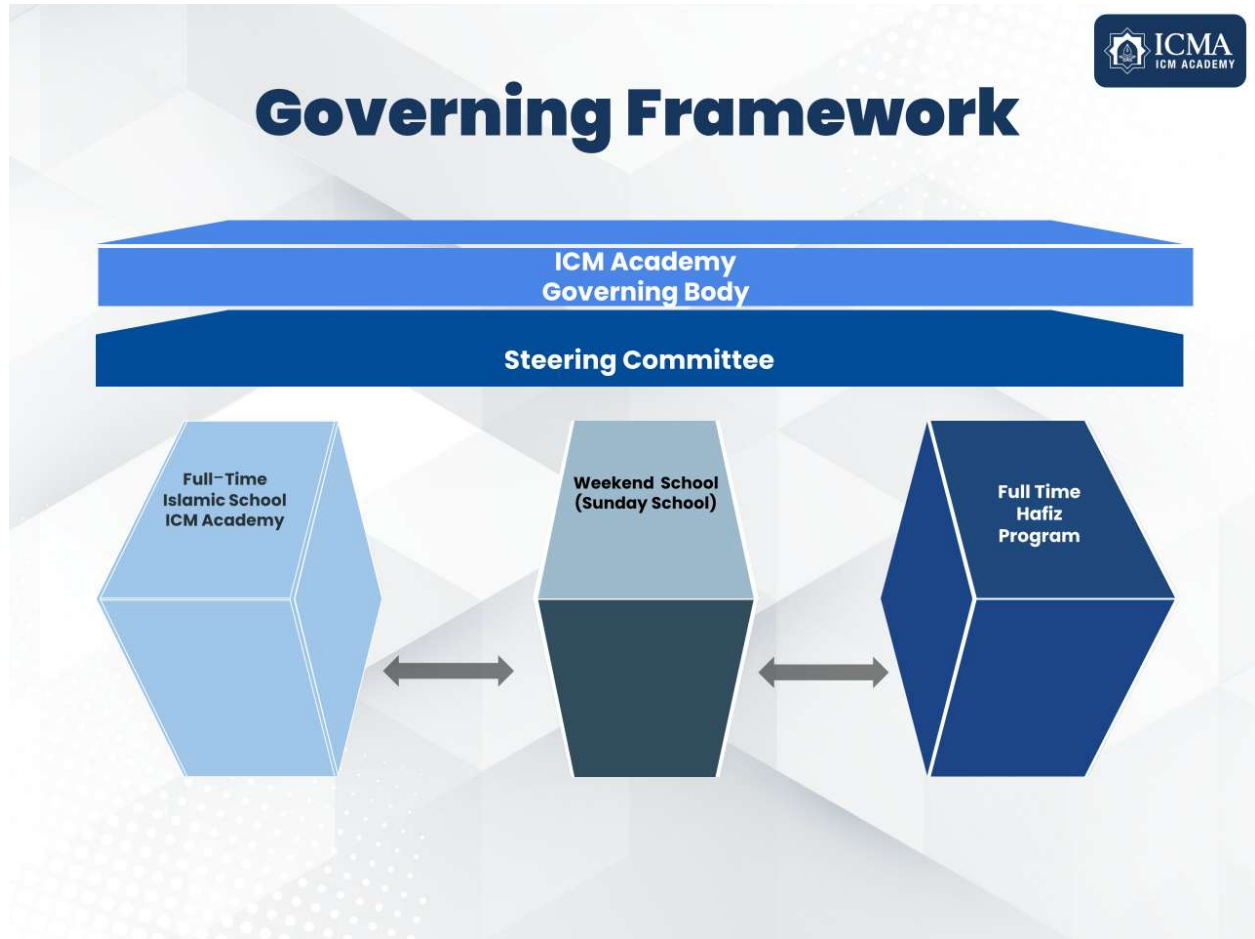
6. IMAM SEARCH COMMITTEE

The Imam search committee was established to help with the search for a new Imam for ICM. The Committee's efforts and due diligence in the search process are very much appreciated. Alhamdulillah, as a result of the good work done by the committee ICM was able to hire Imam Ragab who joined in December 2024.

COMMITTEE MEMBERS

- Br. Muhammad Adjiri
- Br. Ashraf Ali
- Br. Mannan Dasti
- Br. Noman Habib
- Sis. Sarah Hanif
- Br. Tariq Lateef
- Br. Jawaad Loya
- Br. Tariq Shamsuddin
- Br. Majed Sharaf
- Sis. Najam Sheikh

7. ICM ACADEMY



Roles & Responsibilities

The Role of the ICM Board of Trustees

The ICM Board of Trustees (BOT) is responsible for overseeing and approving the annual budget, expansion plan, and road map. The trustees in charge of education and finance will serve as the default liaisons for this oversight. The BOT will not interfere in the ICM Academy's daily operations, unless its decisions go against ICM bylaws.

ICM Academy
Board of Trustees

ICM Academy
Governing Body

ICM Academy
Operating Committee

The ICM Academy Governing Body

Establishing the Governing Body of ICM Academy
The governing body of ICM Academy will consist of the following members:

- Two trustees from the BOT
- Three parents representing three towers/pillars of ICM Academy
- The Director/Administrator of ICM - Academy (non-voting member)
- Three community members with 10+ years of active membership and service to the community

All nominees must be presented to the BOT for approval. Once the committee has been established, it will serve for a term of three years. If any member of the committee resigns, is expelled, or leaves, their position must be filled within three months.



SUNDAY SCHOOL

OVERVIEW

Administration Staff

- **Principal: Br. Mohamed Huda**

- Vice-principal and Teacher liaison: Br. Abdul Ahad Shaikh
- Vice-Principal (Operations): Br. Mustafa Saifi
- Registrar: Br. Jaweed Mohammed
- **Operation Team**
 - Br. Niamathullah AbdulAziz
 - Br. Mohamed Reyah
 - Br. Mohammad Towfiq Hossain
 - Br. Fazluddeen Fakruddeen
 - Br. Shakeel Rifai
 - Br. Abdul Mutalib
- **Facility Management**
 - Br. Samer Alkorom
- **Technology Support**
 - Br. Nadeem Amin
 - Br. Maksud Haque
- **Key Data Points**
 - Total students enrolled - 354 (Y'24 :368)
 - Total families represented - 200 (Y'24 :218)
 - Teachers - 32 (Y'24 :34)
 - Paid - 8 (Y'24 :10)
 - Volunteers - 24 (Y'24 :24)
 - Non-teaching Volunteers (Adult and student) - approximately 4)
- **Key Dates & Events**
 - Weekend School – Registration started August 1, 2024; Class started on September 08, 2024
 - Annual Quran recitation competition held on Feb 09, 2025
 - Teacher appreciation day held on May 18, 2025
 - Graduation scheduled on June 15, 2025
- **Operation Highlights**
 - New building well utilized for in-person classes.
 - 17 rooms in new building (Y'24 :17)
 - 6 rooms in pavilion (Y'24:5)
 - Need additional classroom furniture for both teachers and students.
 - Morning assembly held in the gym on a routine basis.

CHALLENGES & OPPORTUNITIES

- KG-3rd grade classes reached capacity
- Collaboration with ICMA – explore any opportunities for administration/staff sharing, security collaboration, System usage and event coordination increased significantly. (Eid Festival students' participation etc.)

- Growing enrollment in lower grades
 - May need to use more rooms with additional furniture for small children.
- Teachers' absences
 - Mitigated with substitute teachers; need to increase teacher staff.
- Parent engagement – With the large school enrollment, parent participation/engagement is critical.
- Enhancements to Online School Application – Evaluation new school app (Muntazim)
- Growing needs to accommodate students with special needs.
- Recruiting and retaining skilled teachers
- Pavilion classrooms continue to have challenges with HVAC. Like to see this resolved before the next academic year starting August 1st 2025.
- Some challenges for managing classroom setup in sharing rooms with ICMA (5 Classrooms). Room 222 is designated for library use. Like to see measures taken to ensure the classroom (furniture) is set up properly so that Sunday school classes can continue uninterrupted.

NEXT YEAR PLAN HIGHLIGHTS

- Encouraging Sunday school teachers to join full time school.
- Potentially implementing new school system
- Completed school staff background check as per ICM security initiative
- Having security guard during school hours in coordination with ICMA operations
- Introducing new governing structure under ICM Academy governing structure
- Introducing the annual budget and better financial oversight

FULL TIME ISLAMIC SCHOOL (ICMA)**OVERVIEW**

Alhamdulillah, 2024-2025 was a great year for ICM Academy by the grace of Allah (SWT).

YEAR 3 HIGHLIGHTS

We have successfully completed Year 3 and the plans are in place for Year 4. We are making a few final calibrations and alignment to our Year 4 plan and getting ready. The status of the current year and proposed items for next year are summarized below

CURRENT OPERATION OVERVIEW**Administration Staff - 2025**

- Principal: Dr. Wafa Hozien
- Coordinator: Sr. Fatima Kane
- Teaching Staff
 - Mohammed Alharbi (Homeroom Teacher Pre-K)
 - Saima Abassi - (PK TA and PK Teacher while Mohammad was out)
 - Laiba Baig (Homeroom Teacher KG)
 - Sara G. Yousufzai (Homeroom Teacher First Grade)
 - Abier Hijazi (Homeroom Teacher Second Grade)
 - Yasmeen Muhammad (Homeroom Teacher Third Grade)
 - Rasheeda Abdullah (Arabic, Quran & Islamic Studies Lead Teacher)
 - Teaching Assistants
 - Mehnaz Khadim - Art Teacher and TA
 - Khadijah Martinez- TA
- **Facility Management & Security**
 - Br. Samer Alkorom (Facility Manager)
 - Guillermina Elizabeth Morales (Custodian)
- **Security**
 - Homeland Security (Br. Abdellah Dribigi) - Contractor
- **Technology Support**
 - Br. Ashraf Ali (Gradelink, Phone System & ICMA Domains)
 - Br. Abdullah AlMamun (Computer EMT)
 - Br. Maksud Haque (Infrastructure & Internet)
- **Operation Team**
 - Dr. Imtiaz Mohiuddin (Trustee Liaison - Director)
 - Sayeem Kazi (Trustee Liaison)

- Ashraf Ali (Process, Systems, Compliance)
- Shaista Asadullah (Curriculum Lead)
- Abdullah Al- Mamun (Curriculum & Budget)
- Tariq Lateef (Trustee - Media & Operations Volunteer)

- **Key Data Points**

- Total students enrolled - 50 (Y'24-25)
- Teachers - 6 (Y'24-25)
- Teacher Assistants - 3 (Y'24-25)
- Student increase from 2023 - 2024 35%
- Student Retention 57%
- Addition of School Principal
- Three external field trips
- Three Open houses

CHALLENGES & OPPORTUNITIES

- Student Recruitment - there are tons of families that are interested, how do we turn those parents from “maybe” to “commit” to our school?
- Tardiness of Staff & Students - after repeated communication from Principal, etc.
- Recruitment and retention of teaching staff
- Uphold professionalism and school expectations throughout the school year

NEXT YEAR PLAN HIGHLIGHTS

- Addition of new grades
- Plan to complete the steering committee for ICMA
- Addition of certified and trained teachers/ staff - in process
- Added professional development days
- Addition of Physical Education (PE) Program
- Enforcement of Timeliness - Teachers & Staff
- Addition of Technology in curriculum
- Introduction of Measures of Academic Progress (MAP Assessment)
- Projected Student population next 55+
- Add media room

FULL TIME HIFTH SCHOOL

OVERVIEW

Alhamdulillah, we started full time Hifth school under ICM Academy by the grace of Allah (SWT). We launched this on February 12th. 2024)

CURRENT OPERATION OVERVIEW

- Br. Karim Essa (Hifz Program Lead)
- Six full time Students
- Students are categorized into groups according to their age and ability of memorization. Some groups have completed three Juz's and others have completed 8 Juz's.
- Students' progress is recorded in a Homework Follow up Notebook for each student showing the assigned homework and students grades, and signed by the teacher and the parents.
- Students are engaged in Islamic activities to help them grow spiritually, morally, and socially in accordance with Islamic values, and through encouraging them to love the Quran and Sunnah.
- Students are learning correct pronunciation of the Arabic alphabet through Nooraniyah revision lessons.
- Basic Tajweed rules are being taught, including Al-Madd, Al-Ghunna, Al-Ikhfaa, and Al-Idh-haar to ensure proper Qur'an recitation.
- Students have completed Volume 4 of the Islamic Studies curriculum. Topics covered:
 - Tawheed (Oneness of Allah).
 - The beautiful names and attributes of Allah.
 - The Five Pillars of Islam.
 - The Six Articles of Iman.
 - Cleanliness in Islam.
 - Salah (Prayer), Sawm (Fasting), Zakah, Umrah, and Hajj.
 - Stories of the Prophets.
 - Kindness to parents.
 - Memorization and explanation of 40 Hadith of Prophet Muhammad (PBUH).

NEXT YEAR PLAN HIGHLIGHTS

- Planning for a girls' Hifth program.
- Add more regulations to build an intensive Hifth program including placement tests for the qualified students and a defined timeline for graduation inshallah.
- Sponsorship will be opened for community members to help qualified kids to enroll in the program.

- We will coordinate with Sunday school to encourage talented children to join the program.
- We will have a time framework for graduation between 3-5 years.

COMMUNITY SKILLS DEVELOPMENT INITIATIVE (CSDI)**OVERVIEW**

Alhamdulillah, we started a fully accredited skills development program under ICM Academy. Community Skills Development Initiative's (CSDI) main mission and objective is to organize our community skills enhancement and development. It will help our community to switch jobs, professions and explore opportunities.

HIGHLIGHTS

The Community Skills Development Initiative (known as CSDI) is emerging as a flagship program under the umbrella of ICM Academy. This community-based career and workforce education initiative has experienced significant growth, both in the number of course offerings and in community participation, extending even beyond our immediate community.

We have successfully offered several high-demand courses such as Cybersecurity, DevOps, Salesforce, PMP, and others. These programs have empowered participants to improve their skills, enabling smoother job transitions and access to new career opportunities.

Over the past year alone, more than 40 individuals have participated in various CSDI courses, reflecting the growing demand and impact of this initiative.

COURSES OFFERINGS

- Cybersecurity 101
- My SQL
- JAVASCRIPT
- HTML5
- Salesforce CRM
- Python
- ANGULAR 13
- Graphics Design
- Artificial Intelligence/Machine Learning

CURRENT COURSES OVERVIEW

- Java & MySQL- Monday and Thursday- 5:30PM-8:00PM
- Java and Angular13 (starting from June 8th) Saturday 1:45 PM- 4:45 PM

NEXT YEAR PLAN HIGHLIGHTS

- Additional course classes



- Promote / Marketing more to the community
- Job / Recruitment Fair hosting

8. IMAM OFFICE EDUCATION PROGRAMS

This initiative aims to nurture faith, deepen understanding, and empower Muslims with the knowledge necessary to live meaningful and principled lives in accordance with the Qur'an and Sunnah. The program includes regular weekly classes in Tafseer, Aqeedah, and Arabic, along with biannual intensive courses designed to engage the broader community.

Core Weekly Classes

The foundation of the program lies in its weekly class structure, which caters to learners of varying levels and backgrounds. The three main areas of study, Tafseer, Aqeedah, Searah, and Qur'an.

Tafseer (Qur'anic Commentary):

Understanding the Qur'an is central to every Muslim's life. Through weekly Tafseer sessions, participants will delve into the meanings, context, and applications of the Surah recited in the Salah.

Aqeedah (Islamic Creed):

Faith is the bedrock of action. The Aqeedah classes are designed to instill a correct understanding of Islamic belief, focusing on the Oneness of Allah (Tawheed), the attributes of God, belief in angels, divine scriptures, prophets, the Day of Judgment, and Qadar (divine decree). Drawing from traditional texts like Al-Aqeedah At-Tahawiyyah, these sessions aim to protect against doubts and misconceptions while fostering firm conviction.

Arabic Language:

Language is a gateway to deeper understanding. Arabic classes will be offered at beginner and intermediate levels to help students connect with the Qur'an and Hadith in their original form. The curriculum includes reading, writing, grammar (Nahw), and morphology (Sarf), empowering students to gradually unlock classical Islamic texts.

Biannual Intensive Courses

To complement the weekly learning, the program will offer intensive courses every six months, one in winter and one in summer. These multi-day courses are open to the wider community and are structured around practical, thematic topics that cater to current needs and interests.

Topics may include:

- The Seerah (life) of the Prophet Muhammad ﷺ
- Islamic Manners and Ethics (Akhlaq)
- The 99 Names of Allah
- Fiqh of Worship (Purification, Prayer, Fasting)
- Family and Marriage in Islam
- Islamic Guidance for Youth and Students

Each intensive will span 3–5 days, with 2–3 hours of interactive teaching per day, and will include Q&A sessions and practical workshops. Certificates of participation may be offered to encourage commitment and reward learning.

Community Engagement and Support

Recognizing the diverse needs of our community, the program will be designed with accessibility in mind. Separate sessions may be offered for men and women, and efforts will be made to provide childcare during classes. Classes will be held both in-person and online via platforms such as Zoom or YouTube to maximize reach and flexibility.

The program will be supported by printed materials, digital slides, and curated reading lists. Outreach will include flyers, social media campaigns, and announcements through local mosques and community centers.

Conclusion

This Islamic education initiative is more than a set of classes but is an invitation to spiritual growth, intellectual enrichment, and community revival. By focusing on the Qur'an, foundational beliefs, and the language of revelation, and by offering accessible, engaging intensives throughout the year, the program aims to nurture hearts, minds, and lives dedicated to Allah. InshaAllah, with consistent effort and community support, it will serve as a beacon of knowledge and guidance for generations to come.

9. MASJID PROGRAMS

CURRENT OPERATION

Alhamdulillah the following is a summary of the Masjid program activities in ICM:

- Weekly Jumma prayers at the ICM main campus and two satellite locations in Rockville and Gaithersburg.
- Daily lectures and programs with Imam Ragab after Salah
- ICM Weekend Masjid lecture series by Imam Ragab on Aqeedah, Seerah, Tajweed and Tafsir
- Ramadan and Hajj workshops with Imam Ragab to prepare the community for significant religious events
- Ummee and Me program for mothers and children each week
- Youth and Adult gym sports Monday through Friday for both brothers and sisters
- ICM Athletics: Basketball league has been started at ICM
- Starting of outdoor gym sports using the fields at the masjid
- ICM Kids (Renamed to ICM Family) expanded their programs, helping to bring youth and families to the masjid. Highlights of programs include:
 - Pre Ramadan night of Renewal
 - Biweekly *half court halaqas* on Seerah for kids throughout the year
 - Weekly youth halaqas and activities in Ramadan
 - Unique family events such as movie nights, crafts, and fall festival
 - Has been driving post Eid-Al-Adha activities
 - ICM kids hosted a youth Qiyam during Ramadan *Night of Reflection* inviting Islamic childrens author Omar Khawaja
- ICM young professionals hosted several programs including game nights, hikes, and lectures
- Annual Grand Eid Festival after Eid ul Fitr, and planning to have Family and Bazaar night before Eid ul Adha

- Biweekly youth halaqa in partnership with ICNA hosted at ICM
- ICM organizes a yearly Quran summer camp with Imam Jamil and Imam Ragab for the youth
- ICM coordinated an International Food Festival and Bazar at the center
- ICM hosted a Youth leadership event with Br Ayman Nassar
- ICM Hosted a weekend class The Generation of Salah-Din Ayyubi, taught by Dr Hassan Elwan
- Hosted events with Qalam Institute for lectures on the Life of Imam Bukhari and Riyad ul Saliheen
- Expansion of ICM sisters group to create sisters events at the masjid
 - Henna night
 - Sisters Craft Circle
 - Mother Daughter Paint night
 - lectures for sisters

10. ICM CARES – CLINIC

CURRENT OPERATIONS

The ICM Cares Clinic has been operational since April 2022. It is staffed by a combination of paid nurse practitioners and administrative staff, as well as volunteer physicians and medical students.

The Clinic is overseen by Volunteer Executive and Medical Directors who report to a Medical Control Board (MCB). The MCB, composed of physicians and business professionals, is appointed by the ICM Board of Trustees (BOT) and reports to the BOT through the designated ICM Trustee responsible for the Clinic.

The Clinic operates five days a week, providing 32 hours of healthcare services weekly. It offers **free healthcare to uninsured residents of Montgomery County**, without regard to race, religion, ethnicity, or gender. Services include:

- General Wellness Care
- Diabetes Management and Preventive Care
- Women's Health Services
- In-Clinic Ultrasound Examinations
- Free or Discounted Lab Tests through Quest Diagnostics
- Discounted Imaging Services (X-rays, Mammograms, CT Scans, MRIs) through Adventist Imaging
- Free Transportation to and from Shady Grove Metro Station
- Referrals to Specialist Physicians (e.g., Orthopedics, Gastroenterology, Cardiology)
- Pediatric Wellness and Sick Visits with Volunteer Pediatricians

In addition to serving uninsured patients, the Clinic also accepts **Medicare, Medicaid, and Private Insurance**.

RECOGNITION & EXPANSION

The Clinic was recently approved as one of the 12 **Montgomery County Free/Low-Cost Primary Care Clinics (PCC)** following a comprehensive audit. Beginning **July 1, 2025**, the Clinic will receive reimbursement for each uninsured Montgomery County resident it treats. This new status will allow the Clinic to offer expanded services:

- Confidential Behavioral and Mental Health Services by a Licensed Provider
- Access to Brand Name Medications
- Affordable Mail-Order Prescription Options
- Improved Access to Medical Specialists
- Free Mammograms, Colonoscopies, and Other Imaging Services

MEDICAL CLINIC COMMITTEE

- **Nusrat Jamal** – Chair
- Dr. Anwar Masood
- Dr. Haroon Sheikh
- Dr. Sirosh Masood



- **Abdul Hai Sheikh** – Executive Director
- **Dr. Sara Vazer** – Medical Director
- **Tariq Lateef** – Trustee Liaison

FINANCIAL RESOURCES

The Clinic is currently operating on a limited budget, sustained largely through volunteer efforts and generous support:

- Private Donations: **\$150,000**
- PCC Grant (FY 2024): **\$48,000**
- Montgomery County Grant (FY 2024): **\$63,000**
- Renewed Montgomery County Grant (FY 2025): **\$63,000**
- Starting July 1, 2025: **\$113 per uninsured Montgomery County resident treated**

Challenges: Volunteer staffing is inconsistent and unreliable, based on the Clinic's operational experience over the past three years. To maintain and expand operations, **paid Executive and Medical Directors** as well as **administrative and medical staff** are essential.

FUTURE ROADMAP

- Hire essential medical and administrative staff to expand operations to **seven days a week**
- Appoint **full-time paid Executive and Medical Directors** to ensure consistent leadership and growth
- Establish **sustainable funding sources** and implement **medical credentialing and billing systems** to accept insurance
- Expand services to include **Dental** and/or **Ophthalmology** care
- Encourage ICM community members to **enroll in the Clinic using Medicaid, Medicare, or private insurance**

CHALLENGES & OPPORTUNITIES

- Engage community physicians and healthcare professionals to join the **Medical Control Board** and contribute to clinical policy and governance
- Increase community support and **donor engagement**
- Hire a **dedicated grant writer** to secure additional funding opportunities

OPERATIONAL HIGHLIGHTS

Patient Appointments by Year:

- 2022: 243
- 2023: 643
- 2024: 1,195
- **2025 (Projected): 2,000**

11. FUNDRAISING

CURRENT STATUS

We have had three fundraising events during the past year.

- ICMA (April 2024): \$115,000 Collection
- Clinic Fundraising (Nov 2024): \$150,000 Collection
- Winter Operations Fundraising (Dec 2024): \$110,000 Collection
- Ramadan Collections (Fundraiser & Donations) (2025): \$385K Collection

Financial details are provided in the treasurer's report

FUTURE PLAN

We plan to hold two additional fundraising events in the remainder of this year:

- ICMA Fundraising – Fall
- ICM Operations Fundraising – November/December, 2025

12. ICM FACILITIES (FACILITY RENTALS AND SECURITY)

CURRENT OPERATION

Alhamdulillah ICM facility usage continues to grow. The new building is in full operation. The entire building, around 45000 square feet, is in use almost on a daily basis and includes:

- Kitchen - ICM Eats
- Banquet Hall
- Weekend School
- ICM Academy
- ICM Care Clinic
- Gym

Below are list of some major activities

- Fundraisers & GB Meeting
- Jumma prayers
- Tarawih prayers & EID Prayers
- Sports and related activities (Basketball, Badminton, etc.)
- Conferences & Seminar
- Approximately 58 Rentals for external events (Total gross income for 2024 was \$75,388)

ICM currently hires security personnel as needed (Local police or private contractor). The Ramadan month has been one of the busiest periods in terms of activities at ICM. With the help of the hired police, and support from our volunteer staff, the security was professionally managed. This Ramadan we had on an average of 800 to 1000 people every night. We deployed extra lighting in the ICM premises to help monitor the grounds.

We also get additional security to cover large events such as Eid prayers, Eid Festival, etc.

We have security presence when ICMA and/or Sunday School is in session

CHALLENGES & OPPORTUNITIES

- Create a publicly available calendar
- Review of additional Security needs

13. DAWAH

CURRENT STATUS

- organized the yearly Ramadan event for the Montgomery County Public Schools educators; it was a well-attended event by the various members of the Board of Education, principals, specialists, teachers, paraeducators
- helped, guided, and supported individuals who were interested in exploring about Islam
- made new welcome bags with the important articles in it such as, a copy of holy Quran, prayer rugs, hijab, caps, literature, and presented to the New Muslims when they took shahada.
- distributed numerous copies of Quran and other literature to those who were interested in learning about Islam
- setup of Dawah tables at Masjid events, including the international food festival.

UPCOMING PLANS

- In coordination with the office of the Imam, the Dawah committee is organizing Meet Your Muslim Neighbor, to be held on July 19 Insha'Allah.
- working on the creation of a new revert committee, to help guide and support new Muslims

14. ZAKAT

CURRENT STATUS

- Zakat ul Mal Distributed January-December 2024: \$480,920 (2023 was \$342,800)
- Zakat ul Fitr Distributed 2025: \$60,000

COMMITTEE

- Br. Abu Khan (lead)
- Br. Hasan Khan
- Br. Mahmud Ghani (Trustee Liaison)
- Imam Jamil (Ad hoc member)
- Noman Habib (Zakat Fitr)
- Manan Dasti (Zakat Fitr)

ROAD MAP FOR THE FUTURE

- Have approved SOP for Zakat operation.
- Have a case-processing resource.
- Update the online zakat application process (agile and simple process)
- Setup kiosk for the Zakat application
- Explore other opportunities to expand Zakat fund distribution.

15. SOCIAL SERVICES

OPERATIONAL HIGHLIGHTS

COMMUNITY FOOD & SERVICE DISTRIBUTIONS

- **Monthly Distributions:** We provided **monthly non-perishable food boxes and fresh produce** via walk-up and drive-thru events, supported by a **MOCO grant**. These distributions also offered free clothing, household supplies, books, Qurans, and prayer rugs to community members.
- **Targeted Food Support:** We facilitated **Halal Qurbani meat and Ramadan box distributions** through an **IRUSA grant**. Additionally, a **MOCO grant** helped us deliver food and household support during **Zakat al-Fitr**.
- **Senior & Collaborative Support:** We supplied **170 packed food boxes monthly** to the American Muslim Senior Society. We also partnered with organizations like FACES and NNIA to provide food where it was most needed in the community.

SHELTER SUPPORT

- **Regular Meal Deliveries:** Our volunteers delivered **monthly hot dinners to 40 women** at the Interfaith Works Women's Shelter and **250 men** at the MCCH Men's Shelter. These meals were primarily provided by community donations, with ICM cares covering any shortfalls.
- **Essential Item Collections:** Throughout the year, we conducted targeted collections of **homeless bags, toiletry kits, and blankets** to provide directly to local shelters.

FINANCIAL & RESOURCE CONTRIBUTIONS: GRANTS AND IN-KIND SUPPORT

This section outlines the significant financial grants and in-kind donations received, highlighting the diverse support that powers our operations.

2025

TOTAL GRANTS (IN-KIND DONATION GRANTS \$)

- Monetary Grants:
 - Nov 24-Oct 25 FY25 Community Food Assistance Grant \$185,000
- In-Kind Contributions:
 - March 2025 IRUSA Ramadan In-kind donation grant



ICM ANNUAL REPORT 2024-2025

- Community Food Rescue produce donations : 5271 lbs.

2024

TOTAL ESTIMATED IN-KIND VALUE: GRANTS \$173,218.92)

- In-Kind Contributions (Monetary Value)
 - Jan 2024 March 24 Manna Foods In-kind donation grant \$37,490.92
 - March -Sep: Spring 2024 OFSR-Manna Community Partner Staples Grant \$93,728
 - April 2025 IRUSA Ramadan In-kind donation grant \$42,000
- In-Kind Contributions (Quantity-Based):
 - IRUSA Qurbani Meta grant 1500 lbs. of meat
 - Community Food Rescue produce donations : 4689 lbs.

2023

TOTAL GRANTS (IN-KIND DONATION GRANTS \$147,491)

- March-June 2023 Manna Foods In-kind donation grant \$75,703.
- August- Sep 2023 Manna Foods In-kind donation grant \$37,459.
- Oct- December 2023 Manna Foods In-kind donation grant \$34,329.
- April 2023 IRUSA Ramadan In-kind donation grant for 415 boxes
- FACES Grant – Jan - June 2023
- Community Food Rescue produce donations : 960 lbs.

2022

TOTAL GRANTS \$27,860 + (IN-KIND DONATION GRANTS \$134,800) = \$162,660

- Jan 2022 – IRUSA MLK Grant \$10,000
- May 2022 – IRUSA Ramadan In-kind donation grant for \$15,000
- Jan- May 2022 – Food Task Force In-kind donation grant \$50,000.
- July-Nov 2022 – Manna Foods In-kind donation grant \$69,800.
- October 2022 - IRUSA Day of Dignity Grant \$15,000
- November – 2022 IRUSA Türkiye grant 350 Halal Turkeys

- FACES Grant – June – Dec 2023
- Benevity Donations \$2860
- Community Food Rescue produce donations : 1784 lbs.

AWARDS

- 2024 American Muslim Senior Society Community Partner Award
- 2024 AWARDS (Interfaith Works Faith & Community Partnerships Outstanding Community Service Award)
- 2023 CAIR AWARD
- 2022 County Executive of Montgomery County Award

COMMITTEE

- Adileh Sharieff - lead
- Sayeem Kazi - Trustee Liaison

Lead Volunteers

- Zeinab Adama
- Mumtaz Khan
- Samer Alkorom
- Qamar
- Tahira Farooq & family
- Farzana Shah
- Salma Sharaf and family
- Daniel Beavin
- Farrah Anis Khan
- Flavio Bustillos and Family
- Manal Farooq
- Mohamed Jad & Family
- Mehnaz Khadim and family
- Rasha Wahab
- Emin Pala & family
- Mohammad Jad & family
- Mumin Barre
- Amreen Kabir and family

Support staff

- Samer Alkorom



- Daniel Beavin

Total volunteer pool of 250+ Adults and Kids

PLAN FOR YEAR TO COME

- Family Services
- Senior / Golden Age Services

16. OUTREACH

ACCOMPLISHMENTS

- **Organized and hosted** a presentation and discussion by Dr. Alice Rothchild on the "Health & Human Rights Consequences of War on Gaza" on August 2, 2024, in collaboration with Noor Center and Arab Americans of Montgomery County along with attendance from Just World Books and Washington Report on Middle East Affairs.
- **Provided critical support** for Adileh Sharieff's appointment to the Maryland Commission on Hate Crime Response and Prevention by Attorney General Brown on September 16, 2024, in collaboration with IMAN. Subsequently, she was endorsed by State Senator Nancy King and confirmed by the Senate for four years. She along with other Outreach team members have successfully advocated on behalf of ICM and its community on multiple fronts:
 - **Establishment of January as Muslim Heritage Month** in Montgomery County, a key recommendation from the Montgomery County Task Force, culminating in its first observance in January 2025.
 - **Showcased ICM's expertise in community service** as a panelist at the City of Rockville's Dr. MLK Jr. Unity Gathering Dialogue in February 2025.
 - **Delivered a keynote address for the City of Rockville's Women's History Month** Speaker Series in March 2025, elevating ICM's voice in public discourse.
 - **Facilitated interfaith dialogue by participating in the Faith Community Advisory Group** meeting with the Kazakhstan Delegation in May 2025, discussing Muslim efforts in Montgomery County.
- **Supported multiple voter registration and participation drives** in collaboration with Montgomery County Muslim Council and CAIR, increasing civic engagement within the community.
- **Fostered interfaith understanding** through a visit and engagement with high school students at Temple Beth Ami in Rockville on January 28, 2025, where the ICM team and Imam Ragab discussed Islam, Muslims, and Israel/Palestine issues.
- **Advocated for community interests** by participating in Maryland Muslim Lobby Day in February 2025, where the ICM team met with representatives to discuss key legislation.
- **Strengthened community ties and advocacy efforts** by hosting a "Meet and Greet Muslim Activists and Public Officials" event on March 23, 2025, bringing together Muslim community leaders, representatives, and the general community for dialogue and an iftar dinner.
- **Supported and represented ICM** at the annual CAIR banquet in 2024.

- **Cultivated partnerships** by hosting representatives and Khateebbs from CAIR, Justice for All, and other organizations.
- **Demonstrated solidarity** by representing ICM at the Justice for All annual banquet and fundraiser in Maryland.
- **Promoted educational understanding** by arranging visits for university and high school students to support their projects and research on Muslims and Islam.

Actively contributed to advocacy initiatives as a member of IMAN's steering committee and member organization, endorsing calls to action and participating in meetings with representatives.

COMMITTEE

- Nadeem Ahmad - lead
- Adileh Sharieff
- Mumin Barre
- Tasnuva Khan
- Samira Husein
- Farah Khan
- Shala Shamim
- Sadiya Bilgrami
- Sayeem Kazi – Trustee Liaison

17. ICM EATS

CURRENT OPERATION & STAFF

- ICM Eats has been in operation for almost 21 months.
- Served over 13000 meals just in the month of Ramadan.
- One kitchen manager (Br. Shiraz), one chef (Br. Hanif), and two cleaning crew from our facility cleaning company.
- 2 POS support volunteers.
- We operate Friday, Sunday and Monday or Tuesday (On Demand)

LICENSE & COMPLIANCE

- We have had three (3) county food inspections and Alhamdulillah all passed.

CHALLENGES & OPPORTUNITIES

- Storage area and no marketing
- Improve coordination with facility rental.
- Better accounting and costing mechanisms.

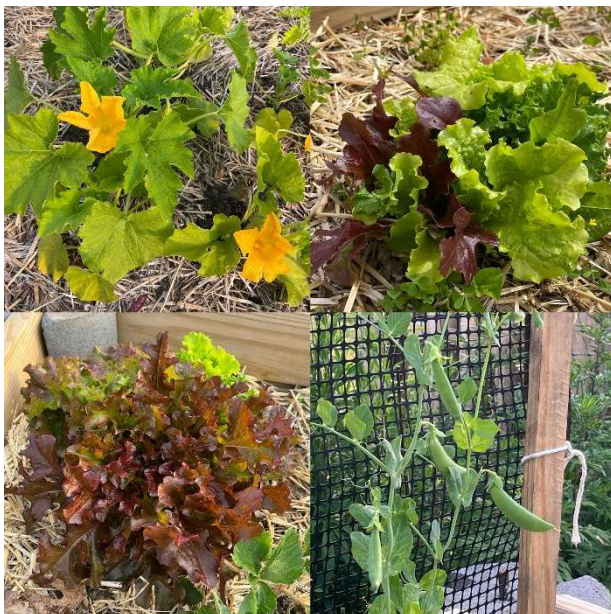
NEXT YEAR PLAN HIGHLIGHTS

- Set up external sitting areas with umbrella
- Decorate the internal corridor and the senior sitting lounge to have a café look.
- Add Pizza oven and add large oven.
- Setup an external dry inventory storage
- Feasibility of having a large freezer
- Electronic menu and delivery option
- Add middle eastern menu.
- Extend operation time to other days of the week (3 days)
- Hire young community members to help POS and other areas.
- Setup marketing campaigning team

18. ICM GARDEN AND GREEN TEAM

In June 2024, the **ICM Garden** was established through a \$25,000 gardening grant awarded by Montgomery County in an effort to increase local food security. In a few months, the ICM Garden grew from an empty field into a 3200 square feet garden space with a greenhouse, fig trees, herb garden, and rock garden patio. The harvest is donated to the local community (generally via the Social Service distribution network)

The recently formed **Green team** has taken up the responsibility of the beautification of external ICM property. In its short tenure this group has conducted two cleanup days at the masjid

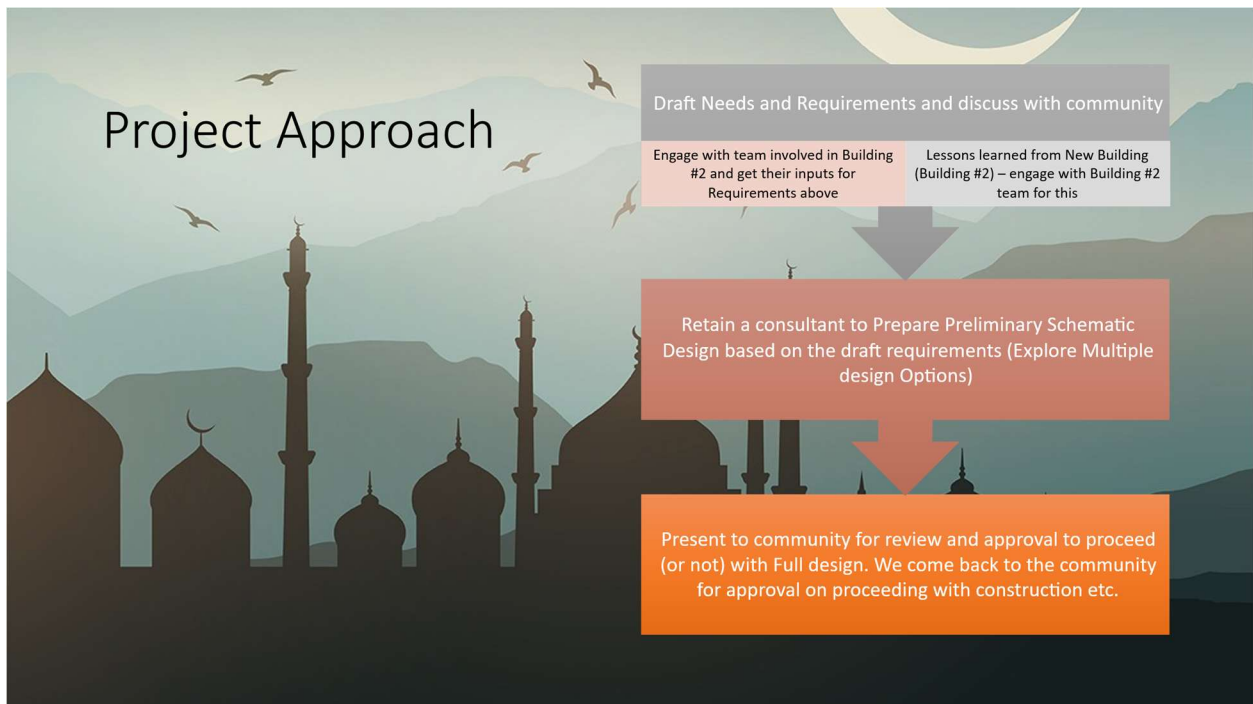


19. MASTER PLAN - PHASE II

PHASE - II - NEED

Considering the ongoing expansion of education programs, increased community activities, and the significant growth of our community as evident by the remarkable community participation in various programs, there arises a pressing need for a larger Masjid equipped with modern facilities. It is imperative that we embark on the development of a Masjid that can effectively cater to the growing demands of our community. Our vision for this Masjid is to not only meet these needs but also serve as a prominent symbol of the Islamic community here in Montgomery County.

Kicked off initial community discussion on this. Need to establish a committee asap and do the next steps as outlined below:



20. WAQF

CURRENT BOARD OF TRUSTEES

- Nadeem Ahmad - Chairman (Representing ICM)
- Zubair Faridi – Vice Chairman (Representing ISWMD)
- Abid Chaudhry - Secretary (Representing ICM)
- Qassim Abdullah - Treasurer (Representing ISF)
- Abdullah Shamim - Non-Voting Member (Representing ICM)
- Mohammad Rafiq Chaudhry - Non-Voting Member (Representing ISWMD)
- Nabeel Ashraf - Non-Voting Member (ISF)

CURRENT OPERATION MANAGEMENT TEAM

- Naeem Anjum – Overseeing site operations and Accounting.
- Mukarram Shah – Onsite burial support
- Abu Waheed Khan – Onsite burial support

OPERATIONS HIGHLIGHTS

- Al – Firdaus memorial Gardens had 139 burials in 2023 with 164 burials in 2024.
- Average of 14 burials a month in 2025
- Total income in 2024 was \$576k
- Waqf disbursed 200k to centers in 2024, (100k to ICM, 50K each to ISF and ISWMD)
- Section B in the cemetery is open for burials. 19 burials have been performed as of June 2025. The remaining area in section A will be used for child/infant burials.

21. IT & COMMUNICATIONS

Committee Leads & Volunteers

1. Br. Tariq Lateef - Board Liaison & Comms Lead
2. Br. Maksud Haque
3. Br. Nadeem Amin
4. Br. Nadeem Ahmed
5. Br. Bilal Khan

CURRENT STATUS

Alhamdulillah ICM has grown significantly over the last 2-3 years due to the increase in events and activities. There was a significant gap in our social media and marketing presence. In this fiscal year, ICM IT and the communication team spent a considerable amount of time planning and extending our community outreach by strengthening our social media presence on Facebook, Instagram, and WhatsApp. By opting in to the various social media marketing services available, ICM was able to attract 5000 people to our largest Eid-al-Fitr festival, along with 500-1000 guests to several key events such as our fundraisers, ICMA Gala, and fall festival. These marketing efforts have helped to strengthen ICM as a premier and established Islamic organization, not only in Montgomery County, but also in the DMV.

ICM also began the process of revamping its outdated website with a brand new website that started to take shape under MadinaApps. As we shift our financial IT solution to Mohid, the new ICM website will now be completed by Mohid. We look forward to launching the new website by fall Insha'Allah.

Currently, ICM manages and operates the following social media accounts.

1. Instagram

- a. [ICO.MD](#) - Main ICM Instagram account
- b. ICM Family
- c. ICMA - ICM Academy
- d. ICM Athletics - ICM sports and activities

2. Facebook

- a. The Islamic Center of Maryland - Main ICM Facebook account

3. WhatsApp

- a. ICM Community - A large what's app community that comprises of several ICM Committee subgroups.
 - i. ICM Announcements
 - ii. ICM Family Announcements
 - iii. ICM Imam Office Announcement
 - iv. ICM Volunteers
 - v. ICM Weekend School PTO
 - vi. ICM Green Team

vii. ICM Sisters

CHALLENGES & OPPORTUNITIES

In order to continue our growth, we must establish an annual marketing budget that is tied to a tangible marketing plan. Some of the largest Islamic centers in the DMV promote their services and activities throughout the year using paid social-media sponsorships. This allows the center to be continually relevant and draws in donations on a regular basis.

22. ICM FINANCE COMMITTEE

With the transition of a new Treasurer and some key members of the finance committee, the initial focus of the Finance committee was to fully transition responsibilities, establish access to various accounts (financial and non-financial) and on-board new volunteers and resources. With the help and continuing support from the outgoing treasurer, this was successfully accomplished over a few months.

Under the leadership of the new treasurer, the finance committee focused on standardizing and streamlining financial operations, bringing additional volunteers, and leveraging technology and systems to minimize manual processes.

The following are some of the accomplishments of the new finance committee:

- Rolled out an updated payment submission and approval process
- Automated payment disbursements and transitioned away from check printing. Except for Zakat checks, all other payment disbursements are now being made electronically
- Enhanced payment request approval process. All payment requests are now electronically approved by two BOT members prior to issuing payments (implemented automated workflow in the financial system)
- Streamlined monthly financial reconciliation process
- Consolidated credit card accounts into one financial institution with individual credit cards provided to various functional areas of the organization
- Separated out ICM Eats bank accounts to bring more transparency and visibility of ICM Eats' revenue and expenses
- Streamlined check/cash collection and bank deposits process
- Revamped and streamlined chart of accounts, created classes to represent various organizational functions/entities for financial reporting
- Addressed gaps in the donation receipt generation process by consolidating various donation transactions into one platform. Today donations are collected through various platforms and processes:
 - MadinaApps (website, kiosk)
 - Square (handhelds)

- Cash
- Check
- Monthly direct-debit
- Neon
- Successfully piloted a new and enhanced donation management platform (MOHID) with the goal to streamline donation collection and reporting. The system is now being implemented and we will soon transition from our current payment platform to the new one which will provide significantly better donation management and reporting capabilities.

The finance committee continued to work on the following functions:

- Process payment requests
- Process payroll. Payrolls are run on a bi-weekly and monthly basis.
- Monthly financial reconciliation of bank accounts, credit card accounts, tuition collection system, donation collection accounts, and check deposits.
- Generate tax receipts for donation
- Provide guidance to other areas with regards to budget and expense management
- Weekly distribution of Zakat checks
- Zakat-UI-Fitr distribution
- Planning, coordinating and managing the fundraising
- Payment of utility bills – electric, gas, water, telephone, internet etc.
- Tax Payment
- Issuance of W-2 for all employees
- Issuance of 1099s for all contractors
- Creation and maintenance of state payroll accounts

FINANCE COMMITTEE

- Mahmud Gani (Treasurer)
- Abu Khan
- Hasan Khan

- Sabeen Taha (Accountant/CPA)
- Sujjat Khan (Advisory)
- Kadir Misbah
- Junaid Quraishi
- Hamza Khan
- Umayr Khan
- Usman Hashmi
- Abdul Gaffar Khan
- Tahseen Mirza
- Sohail Syed



23. TREASURER REPORT

Separate set of slides presented.