

# ICM Membership Policy

## 1. Purpose

The purpose of this policy is to establish a process by which membership to the Islamic Center of Maryland can be awarded, maintained, revoked, and reinstated. The process established herein is in compliance with ICM By-laws Part 3 (Membership) and Part Four (Membership Voting Rights).

## 2. Scope

This policy is applicable to all ICM trustees, governing committee members, active members, potential members, volunteers, and/or anyone engaged with ICM's operations directly or indirectly, and seeks membership.

## 3. Awarding Membership

As per ICM's by-laws, the following are the prerequisites to become an ICM member:

1. Must be a Muslim (a person who believes in Allah, the Holy Qur'an, and Muhammad peace be upon him, as the last messenger of Allah)
2. Must agree to abide by the ICM By-laws and all other policies of ICM

Membership to the ICM shall be open to all Muslims in Maryland and the surrounding areas irrespective of color, race, country of origin, language, education, nationality, and social status. The membership shall be awarded to all individuals who apply for it, meet the requirements, agree to comply with ICM By-laws, and are accepted by the ICM Membership Committee.

**Note:** All membership applicants must upload proof of address or a valid photo ID to be approved by the membership committee.

ICM has the following types of memberships:

1. Individual Membership: Any Muslim, 18 years of age or older, and residing in the Greater Washington Metropolitan Area, can become a member upon paying the membership dues. This individual membership entitles him or her to one vote in the General Body Meeting. Individual Membership dues are \$50 per calendar year.
2. Family Membership: Any Muslim family residing in the Greater Washington Metropolitan Area can become a member upon paying the membership dues. This family membership entitles the husband and wife to two votes (one vote each) in the General Body Meeting. Family Membership dues are \$100 per calendar year.

Membership is based on the calendar year from January 1st to December 31st. Membership dues are considered a donation and go towards the masjid's day-to-day operating expenses.

To become a new member, visit the ICM membership portal at:

<https://islamicmaryland.app.neoncrm.com/forms/createaccount>

#### **4. Roles and Responsibilities of a Member**

- Participate in and help organize religious, social, and athletic events at ICM
- Help fellow members and Muslims in practicing Islam as a way of life
- Participate in ICM-conducted programs of Islamic education
- Help establish programs and facilities to preserve Islamic knowledge for fellow Muslims
- Cherish the bonds of friendship and understanding between fellow members of the community, and between Muslims and non-Muslims at large within the framework of Islam
- Act as a model Muslim to people of other faiths
- Participate in Islamic activities within the guidelines of ICM

#### **5. Membership Committee**

The ICM Board of Trustees may invite qualified individuals to serve the membership committee during the tenure of the board. One of the trustees will be the liaison for the board. Other members will be assigned certain responsibilities such as portal management, campaign management, events, membership reporting, etc.

Membership committees may establish their own guidelines governing their process. These guidelines may not conflict with the teachings of Islam, the ICM By-laws, and its precepts. In case of conflict between the organizational guidelines and ICM By-laws, the latter will prevail. These guidelines shall be established, implemented, and amended by the committee with simple majority approval of the ICM Board of Trustees. A copy of the guidelines, signed by the ICM Board of Trustees, shall be kept in the official records with the ICM By-laws.

#### **6. Maintaining Membership**

Membership must be renewed annually. This can be done online through the ICM membership portal, by clicking "Register Now" and following the steps displayed.

Members are responsible to keep an updated email address and phone number at any given point in time. To update your information (address, phone, email, etc.), please log in to the ICM membership portal and edit the profile information as appropriate.

To be eligible to vote in the General Body Meeting or in the election of trustees, an individual or a family must be an active ICM member for at least two consecutive years (i.e. 730 days prior to the day of the election.)

Additionally, a person who 1) reaches the age of eighteen, 2) attains an individual membership, and 3) whose parents held an ICM family membership the prior year, shall be entitled to vote in the General Body meeting.

## **7. Revoking Membership**

The following scenarios may lead to membership being revoked:

- If a member is not complying with the ICM By-laws
- If the membership committee review concludes that a member is noncompliant with his/her membership requirements, the Secretary of the BOT will notify the member, in writing, and arrange a mutually agreeable time for a conference with the membership committee.
  - If after conferring with the member, the membership committee concludes that the member has violated the membership requirements, his/her membership shall be revoked.

## **8. Reinstating Membership**

Someone who has not renewed his/her membership in the last two years must complete a new membership application by visiting

<https://islamicmaryland.app.neoncrm.com/forms/createaccount>.

If the individual is not sure about his/her membership status, he/she should click “Having trouble logging in?” in the membership portal. If the system recognizes the individual’s email address, an email will be sent to reset the password. Otherwise, the individual can send an inquiry to ICM Member Services ([member.services@icomd.org](mailto:member.services@icomd.org)) about his/her membership status.

## **9. References:**

ICM By-laws <https://www.icomd.org/board-of-trustees-executive-body/>