

General Body Meeting

ISLAMIC CENTER OF MARYLAND

MAY 12, 2018

Meeting Ground Rules

- This is the General Body meeting, called by the Board of Trustees (BoT), as required by the ICM By-laws in Part Four, Article 2.
- Mutual respect for all presenters and attendees is vital to the success of this meeting so a high level of mutual respect is required amongst all participants.
- Opportunity to provide feedback and/or ask questions will be provided after each section of the presentation.
- Feedback and/or questions should be relevant, concise and to the point.

Meeting Agenda

- Opening: Recitation from Quran
- Approval of General Body Meeting Agenda 2018
- Minutes of the 2017 GB Meeting
- ICM State of Affairs (Chairman's Report, Treasurer's Report)
- Master Plan Status & Fund Development
- Islamic Waqf of Maryland
- Operational Committees & Programs
- Elections
 - Election Committee report
 - Election of Four Trustees
 - Election of Election Committee Chair for 2019
- Q&A
- Closing Dua'

Meeting Minutes & Membership

- Minutes from May 2017 General Body Meeting
- Membership Status

	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Total ICM Members	216	212	176	218	217	209	175	231	180	182	250
Family	95	94	80	98	101	96	77	101	79	79	105
Individual	26	19	11	14	14	17	13	20	15	19	23
Student	0	5	5	8	1		8	9	7	5	15
Voting Members	147	180	166	149	162	167	123	133	136	142	195
Family	67	80	75	68	76	78	58	60	61	64	81
Individual	13	15	11	6	9	11	7	8	7	10	17
Student	0	5	5	7	1	0	0	5	7	4	13
New Members	56	64	56	46	34	27	35	25	44	39	56
Family	23	25	21	19	15	11	11	8	18	15	24
Individual	10	11	7	8	4	5	5	5	8	9	6
Student	0	3	7	0	0	0	8	4	0	0	2

Chairman's & Treasurer's Report

ICM Board of Trustees & Executive

Chairman: Imtiaz Mohiuddin

- Administration
- IT; Communications
- Fundraising

Vice-Chairman: Vacant

Treasurer: M. Sujjat Khan

- Accounting, Payroll, Accounts, Taxes,
- Personnel records

Secretary: Syed Ajmal Ali

- Records, Membership
- Education Programs
- Masjid Programs

Trustee: Vacant

Trustee: M. Nadeem Ahmad

- Facilities, Construction
- Outreach, Dawah
- Waqf

Trustee: Maged Sharaf

- Imam Search
- Zakah, Social Services
- By-laws
- Umme & Me

EXECUTIVE

Exec Dir: Nurudeen Thomas (Acting)

- Responsible for execution and operation of all functions delegated by the Board of Trustees

Asst. Imam: Jamil Dasti

- Responsible for daily prayers, counseling, hifzh/tajweed training, and zakat review.

Financial Liaison: Abu Waheed Khan

- Direct Debit, Online Donations, Provides execution and operational support to the Treasurer.

Administrator: Mohammed Aslam

- Office Admin, Scheduling, Provides execution and operational support to the Exec.Dir.

Asst. Administrator: Samer El Qorom

- Facilities Admin, Security, Provides execution and operational support to the Administrator.

IT Admin: Maksudul Haque

Social Worker: Shahnaz Bhaten

Executive Committee

Exec. Dir. heads the Exec. Committee, which is made up of all chairs and/or leads of various committees

Executive Summary

- Key Accomplishments
 - Execution of MP Phase – I Building ‘SHELL’ - Complete
 - Restructuring Fund Development Initiative - Complete
 - Imam Selection & Offer – Complete
- Key On-Going Initiatives
 - Committee Restructure & Governance Process
 - Upgrade ICM Website
- Key Opportunities & Challenges
 - Engaging Youth in Leadership Role
 - Continue Engagement of the Community for Funds
 - Efficiency in Administration

Executive Committee Cont'd

- **Accomplishments:**
 - Facility Repairs and maintenance
 - Lawn care and snow removal activities
 - Security services
 - Security cameras
 - Police services, last 10 nights of Ramadan and EID prayers
 - \$20K security grant
 - Facility rentals:
 - EID prayers outside of ICM
 - Fundraisers

Executive Committee Cont'd

- **Challenges:**

- Infrastructure and facility capacity to support program growth
- Security grant, extension beyond 2018 fiscal year.
- Scheduling conflicts – communication and capacity issues.
- SLAs – Approval process is time consuming.
- How to attract youth involvement and keep them interested.

- **Key initiatives:**

- Work with the county to extend security grant, to July 2019
- Enhance heating in the pavilion for school year 2018/2019
- Elephant in the room – next building readiness

CASH BALANCE -FIVE YEARS

_ACCOUNTS NAME	BALANCE- YTD 12/31/2013	BALANCE- YTD 12/31/2014	BALANCE- YTD 12/31/2015	BALANCE- YTD 12/31/2016	BALANCE- YTD 12/31/2017	BALANCE- YTD 4/30/2018
M & T BANK - OPERATING	\$ 127,001	\$ 50,117	\$ 97,532	\$ 61,837	\$ 11,187	\$ 63,825
M & T BANK - ZAKAT & SADAQA	\$ 90,703	\$ 20,374	\$ 34,455	\$ 21,889	\$ 26,850	\$ 32,696
M & T BANK - MASTER PLAN OPERATING	\$ 161,963	\$ 376,537	\$ 714,650	\$ 285,520	\$ 235,197	\$ 1,067,533
M & T BANK - MASTER PLAN DEVELP. - ESCROW	\$ 848,665	\$ 808,233	\$ 918,532	\$ 1,739,826	\$ 1,717,387	\$ 402,844
SUN TRUST BANK		\$400,000	\$400,000			
PETTY CASH	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
TOTAL :	\$ 1,229,332	\$ 1,656,261	\$2,166,169	\$2,110,072	\$ 1,991,621	\$ 1,567,898

YEAR 2015 CLOSED SUN TRUST BANK AND TRANSFERRED FUND TO ESCROW ACCOUNT WITH M & T BANK. **

QARD HASAN

AMOUNT COLLECTED	PAID TODATE	REMAINING BALANCE	YEARLY PAYMENT DUE						
			2018	2019	2020	2021	2023	2028	TOTAL
\$ 741,000	\$ (100,000)	\$ 641,000	\$ 65,000	\$ 195,000	\$ 140,000	\$ 201,000	\$ 20,000	\$ 20,000	\$ 641,000

OPERATING INCOME & EXPENSES - FIVE YEARS

MASJID OPERATIONS:						
	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE
	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017	4/30/2018
REVENUES:						
DONATIONS - MONTHLY & DIRECT DEBIT	\$ 147,538	\$ 107,170	\$ 105,731	\$ 94,186	\$ 110,625	\$ 11,092
FUND RAISING	\$ 69,735	\$ 97,770	\$ 109,623	\$ 94,632	\$ 80,173	\$ -
MEMBERSHIPS DUES	\$ 14,425	\$ 9,640	\$ 12,310	\$ 11,325	\$ 13,325	\$ 12,010
MISC. INCOME	\$ 2,185	\$ 2,149	\$ 6,806	\$ 4,210	\$ 2,173	\$ -
TOTAL :	\$ 233,883	\$ 216,729	\$ 234,470	\$ 204,353	\$ 206,296	\$ 23,102
EXPENSES :						
SALARIES	\$ (47,099)	\$ (66,993)	\$ (69,792)	\$ (66,115)	\$ (69,190)	\$ (17,288)
OTHER OPERATING EXPENSES	\$ (174,206)	\$ (162,415)	\$ (175,591)	\$ (205,651)	\$ (180,569)	\$ (55,004)
TOTAL :	\$ (221,305)	\$ (229,408)	\$ (245,383)	\$ (271,766)	\$ (249,759)	\$ (72,292)
NET CASH FLOW :	\$ 12,578	\$ (12,679)	\$ (10,913)	\$ (67,413)	\$ (43,463)	\$ (49,190)
SATELITE LOCATION :						
DONATIONS - MONTHLY	\$ 47,908	\$ 62,277	\$ 53,041	\$ 50,243	\$ 46,362	\$ 15,386
LESS: EXPENSES (RENTAL)	\$ (46,585)	\$ (53,886)	\$ (51,917)	\$ (58,996)	\$ (47,103)	\$ (20,114)
NET CASH FLOW :	\$ 1,323	\$ 8,391	\$ 1,124	\$ (8,753)	\$ (741)	\$ (4,728)
SUNDAY SCHOOLS :						
TUITION FEES	\$ 80,651	\$ 94,064	\$ 95,964	\$ 91,310	\$ 94,880	\$ 19,945
SALARIES - TEACHERS & ALLOC. ADMIN.	\$ (18,839)	\$ (19,141)	\$ (19,940)	\$ (20,723)	\$ (21,277)	\$ (5,319)
LESS: OTHER EXPENSES	\$ (55,470)	\$ (32,264)	\$ (42,443)	\$ (55,525)	\$ (33,908)	\$ (8,563)
NET CASH FLOW :	\$ 6,342	\$ 42,659	\$ 33,581	\$ 15,062	\$ 39,695	\$ 6,063
YOUTH PROGRAM :						
REVENUES	\$ -	\$ 17,100	\$ 14,315	\$ 30,292	\$ 27,455	\$ -
LESS: PROGRAM EXPENSES	\$ (4,250)	\$ (30,730)	\$ (28,952)	\$ (50,085)	\$ (45,117)	\$ -
NET CASH FLOW :	\$ (4,250)	\$ (13,630)	\$ (14,637)	\$ (19,793)	\$ (17,662)	\$ -
GROSS NET CASH FLOW :	\$ 15,993	\$ 24,741	\$ 9,155	\$ (80,897)	\$ (22,171)	\$ (47,855)

OPERATING INCOME & EXPENSES - FIVE YEARS

MASTER PLAN						
REVENUES:	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE
	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017	4/30/2018
DONATIONS - MONTHLY	\$ 112,758	\$ 58,763	\$ 49,058	\$ 55,493	\$ 69,075	\$ 24,765
FUND RAISING	\$ 242,815	\$ 361,325	\$ 307,736	\$ 503,871	\$ 714,692	\$ 156,352
SADAQAH	\$ 68,550	\$ 95,929	\$ 78,945	\$ 125,554	\$ 112,906	\$ 25,296
DIRECT DEBITS, GRANT & MISC.	\$ 170,787	\$ 148,305	\$ 109,191	\$ 161,073	\$ 88,825	\$ 29,256
TOTAL :	\$ 594,910	\$ 664,322	\$ 544,930	\$ 845,991	\$ 985,498	\$ 235,669
EXPENSES (FUND RAISING)	\$ (36,115)	\$ (55,177)	\$ (51,750)	\$ (138,241)	\$ (90,358)	\$ (37,968)
NET CASH FLOW :	\$ 558,795	\$ 609,145	\$ 493,180	\$ 707,750	\$ 895,140	\$ 197,701
ZAKAT-UL-MAAL						
DONATIONS	\$ 114,647	\$ 134,034	\$ 151,298	\$ 166,089	\$ 163,032	\$ 16,489
PROGRAM EXPENSES	\$ (126,753)	\$ (150,973)	\$ (111,626)	\$ (124,952)	\$ (98,882)	\$ (43,593)
NET CASH FLOW :	\$ (12,106)	\$ (16,939)	\$ 39,672	\$ 41,137	\$ 64,150	\$ (27,104)
ZAKAT-UL-FITR						
DONATIONS	\$ 41,935	\$ 32,442	\$ 32,918	\$ 42,444	\$ 41,119	\$ -
DISTRIBUTIONS	\$ (41,935)	\$ (32,442)	\$ (32,918)	\$ (42,444)	\$ (41,119)	\$ -
NET CASH FLOW :	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GRANT RECEIVED FROM HOME LAND SEC. AMOUNT \$75,000 EACH YEAR IS INCLUDED WITH OTHER REVENUE

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	YEARS					
DESCRIPTIONS	2013	2014	2015	2016	2017	4/30/2018
SITE DEVELOPMENT :	\$ 2,109,263	\$ 5,770	\$ -	\$ -	\$ 1,883	\$ 2,116,916
PHASE 1 - COMMUNITY CENTER (SHELL) :		\$ 107,933	\$ 27,710	\$ 948,602	\$ 2,924,380	\$ 4,008,625
				TOTAL	BALANCE	
	ORIGINAL	CHANGE		COMPLETED	NOT BILLED	
DESCRIPTIONS	CONTRACT	ORDER	TOTAL	TO DATE	YET	
PHASE 1 COMMUNITY CENTER - CONSTRUCTION						
CONTRACT WITH HUBERT CONSTRUCTION, LLC.	\$ 3,040,000	\$ 171,257	\$ 3,211,257	\$ 2,895,051	\$ 316,206	
						CASH NEEDS
	REQUISITION	RETENTION	PAYMENT		CASH IN	TO
DESCRIPTIONS	TO DATE	TO DATE	TO DATE	BALANCE	ESCROW	TRANSFER
HUBERT CONSTRUCTION, LLC.						
REQUSITION AND PAYMENT AS OF TO DATE :	\$ 2,895,051	\$ (223,055)	\$ 2,671,996	\$ 539,261	\$ 402,844	\$ 136,417

BALANCE SHEET - FIVE YEARS

ASSETS	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE
	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017	4/30/2018
CASH IN HAND	\$ 1,229,332	\$ 1,656,261	\$ 2,166,169	\$ 2,110,072	\$ 1,991,621	\$ 1,567,898
OTHER CURRENT ASSETS	\$ 27,609	\$ 11,210	\$ 13,106	\$ 7,453	\$ 8,709	\$ 8,709
INVESTMENT - WAQF	\$ 530,196	\$ 647,005	\$ 714,741	\$ 679,187	\$ 679,187	\$ 679,187
LAND	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
BUILDINGS & EQUIPMENT	\$ 1,078,842	\$ 1,103,734	\$ 1,103,734	\$ 1,103,734	\$ 1,103,734	\$ 1,103,734
LESS : ACCUMULATED DEPRECIATION	\$ (713,359)	\$ (789,388)	\$ (867,520)	\$ (945,756)	\$ (1,010,792)	\$ (1,027,051)
SITE DEVELOPMENT	\$ 2,109,263	\$ 2,115,033	\$ 2,115,033	\$ 2,115,033	\$ 2,116,916	\$ 2,116,916
PHASE 1 COMMUNITY CENTER - SHELL	\$ -	\$ 107,933	\$ 297,855	\$ 1,400,175	\$ 2,924,380	\$ 4,008,625
TOTAL ASSETS	\$ 4,911,883	\$ 5,501,788	\$ 6,193,118	\$ 7,119,898	\$ 8,463,755	\$ 9,108,018
EQUITIES	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE
	12/31/2013	12/31/2014	12/31/2015	12/31/2016	12/31/2017	4/30/2018
ACCOUNTS PAYABLE & ACCR. EXPENSES	\$ 49,766	\$ 11,356	\$ 149,248	\$ 266,552	\$ 481,069	\$ 475,066
RETENTION PAYABLE	\$ 68,525			\$ 62,248	\$ 203,598	\$ 223,055
QARD - HASAN	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 420,000	\$ 641,000
DEFERRED REVENUE	\$ 9,833	\$ 12,710	\$ 5,030	\$ 7,408	\$ 1,980	\$ -
NET EQUITY	\$ 4,773,759	\$ 5,467,722	\$ 6,028,840	\$ 6,773,690	\$ 7,357,108	\$ 7,768,897
TOTAL : EQUITIES & LIABILITIES :	\$ 4,911,883	\$ 5,501,788	\$ 6,193,118	\$ 7,119,898	\$ 8,463,755	\$ 9,108,018
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

ICM Master Plan

Construction Project Teams

ECC:

- Abdulhai Sheikh*
- Ansar Burney
- Irfan Khan
- Saleem Akhtar
- Birame Kandji
- Waqar Jawaid
- Khurshid Bilgrami
- Abdullah Dasti
- Arshad Nawaz
- Nadeem Ahmad (Trustee in charge)

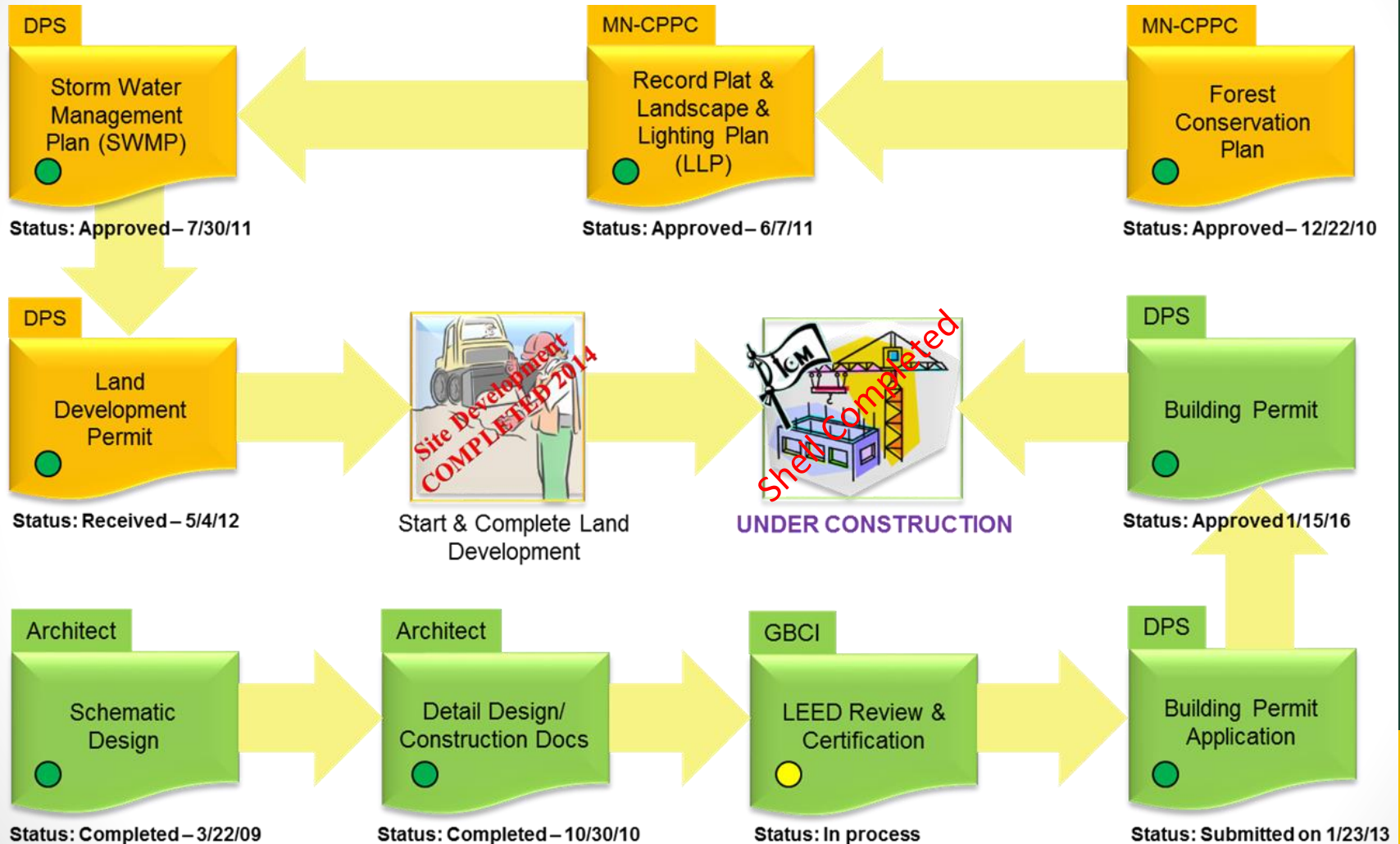
* Appointed 'Owner's Representative' for during-construction management

Design Team &

Consultants/Contractors:

- Najah Abdalla (Architect)
- Cyrus Ariaban (Structural)
- Sharif Tarar (Electrical)
- Raj Pillai (Mechanical)
- James Wilkinson (Plumbing)
- Birame Kandji (Civil)
- Loreen Arnold (LEED Arch.)
- Hubert Construction (GC)
- Hillis-Carnes (ICM's QC)
- Sustainable Building Partners (LEED Commissioning)

Progress Flow



Progress – Contract of Record (COR) with Hubert Const.

- GMP Contract Baseline:
 - Construction of Phase 1 Building ‘Shell’
 - Award/NTP date: July 27, 2016
 - Finish Date: May 16, 2017
 - GMP Baseline: 3,040,000
- Status:
 - Shell completed; a few final items being wrapped up
 - Roof access ladder; Doors/windows; Second floor sky-light
 - Around the building cleaning and minor grading
 - Walk-through/punch-list criteria and process
 - Projected close-date: Second week of June, 2018
 - Cost as of April 2018: GMP + 171,256 (details of change orders and projected cost on the following slides)

Progress – COR Change Orders

- 26 Change Requests (CR) under 3 Change Orders (CO) :
 - 15 Approved - \$171,256
 - Includes credit of \$15,049
 - Includes \$80,690 for elevator equipment not part of Shell
 - 3 Submitted - \$32,137
 - Included \$30,739 for contractor charges that ICM has already notified that it will not entertain
 - 2 Potential
 - Includes credit of \$4,578
 - Includes credit (TBD) for WSSC Fee
 - 4 Voided - \$ NA
 - 1 Declined - \$ 15,180

Progress - COR Cost Summary

- As of February 2018 Invoice
 - Paid \$2,671,991
 - Retention Amount: \$223,060
- Projected and potential savings as of February 2018
 - Procurement and acquisition savings to date: \$39,119
 - Per the contract, ICM gets 75% and the Contractor gets 25%
 - “Allowance” amount of \$20,000 unused, so far

Progress – COR & Other Cost Projection

MAJOR COST LINE ITEMS	COST	COMMENTS
GMP Baseline	\$3,040,000	
Approved COs as of 4/2017	\$90,566	\$171,256 less \$80,690 for the elevator
Projected COs	\$75,000	Submitted, potential, & unknown
<i>Projected COR cost</i>	<i>\$3,205,566</i>	<i>This does not include projected savings from last slide</i>
Pepco	\$100,000	~\$70K already paid
WSSC permit	\$55,000	Paid
Const. Permit	\$155,300	Paid; excludes paid extension, if necessary
Site Lighting	\$25,000	Above and beyond \$75K DHS grant
ICM QC Contractor	\$30,000	Projected total
A&E Contracts	\$25,000	Projected total
LEED Architect	\$5,000	Some services rendered during Shell stage
LEED Commissioning	\$0	\$13K contract in place; Shell stage may not need any service
Misc	\$20,000	Includes Fire Head relocation
<i>Actual & Projected Other Cost</i>	<i>\$415,300</i>	
Total Actual & Projected	\$3,620,866	

Non COR Items

- Electric Connection:
 - Pepco equipment to be installed – Cost \$TBR
- Gas Connection:
 - Completed by Washington Gas - no-charge
- Site lighting for the newly built parking lots
 - Completed; About \$85 with \$75K from DHS/FEMA grant
- Surface course for the newly built parking lot
 - Will be tied with the interior finishing schedule

Phased Construction Plan (Stop-Gap Measure to Buy Time)

- During the second half of 2017, Board and ECC members in consultation with community members with regulatory knowledge discussed a 24-month plan based on the following:
 - Perform minimum construction activities that comply with inspection requirements to keep the permit active for the next 24-36 months (max) period
 - ICM awarded a contract to install metal studs for May-June inspection and permit extension
 - In parallel, perform additional construction activities with available funds based on certain fixed monthly or periodic payments that the cash flow can support (e.g. HVAC work)
 - ICM has received two estimates from HVAC contractors – currently in review to finalize contract framework and details
 - Use this period to accumulate required or sufficient funds to finish interior spaces such that use and occupancy permit can be obtained

Phased Construction Plan ... The General Contractor (GC) Role

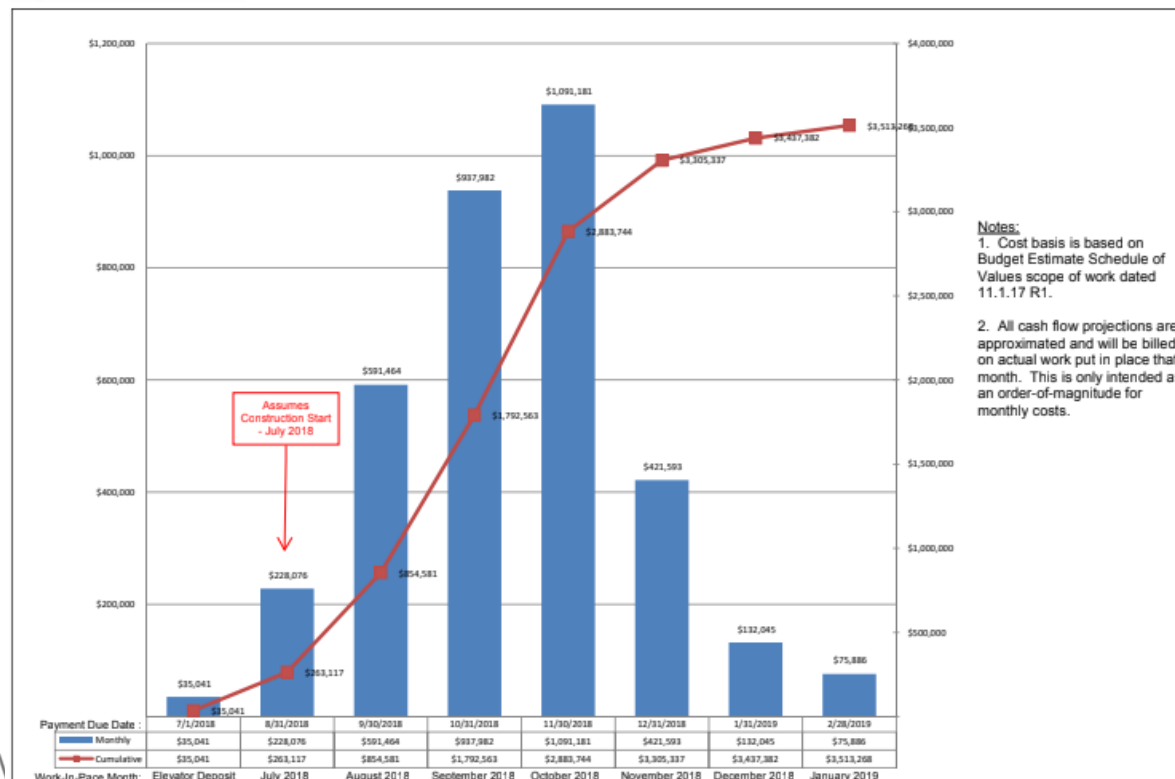
- Having GC proceed with all planned work is the better approach when compared to ICM working directly with contractors on some of the tasks
- However, involving GC requires certain cash-flow to be available for the planned work:



**ICM - Tenant Build-Out And Hardscapes
Anticipated Construction Cash Flow**

4.27.18

A decision will be made in the coming weeks to start HVAC duct-work with the selected contractor



Issues/Concerns & Finishing Stage Plan

- Keeping construction permit active (24-36 months max)
 - Minimum construction activities
 - Phased construction activities (to be quickly replaced with wholesale finishing)
- Funding:
 - Some good progress in the last several weeks – funds for finishing now reaching over a Million! Still not enough for major interior finishing
 - Large sized Qard Hasan remains the best promise to reach the objective quickly:
 - “100 for 20K” campaign
 - Wealthy and resourceful individuals giving at least \$1.5M Qard Hasan
 - Remember, ICM guarantees - by the Will of Allah (SWT) – to return the amount within 3-5 years!

Questions?

Islamic Waqf of Maryland



Waqf Status Update

BOARD

- Chairman – (Represents ISF) Mohammad Sayed
- Vice Chairman – (Represents ICM) M. Nadeem Ahmad
- Treasurer – (Represents ICM) M. Nadeem Ahmad (acting)
- Secretary – (Represents ISWMD) Zubair Fareedi
- Mohammad Rafiq Chaudry – (Represents ISWMD) Non Voting
- Abdullah Shamim – (Represents ICM) Voting
- Anwar Qureshi – (Represents ISF) Non Voting

STAFF

- Administrator – Mohammed Aslam
- 2017 Financials
- Site and facility improvements

New Improvements at Al Firdaus



Committees & Programs

Fund Development Committee

- ICM Fund development committee was broadly re-structured with more community members
- New committee members are:
 - Mohammad Haque
 - Tasneem Sharaf
 - Imtiaz Mohiuddin
 - Salma Sharaf
 - Tanweer Abbasi
 - Syed Mukarram
 - Abeer Makarem
 - Naeem Anjum
 - Shala Shamin
 - Abdullah Almamun
 - Ahsun Dasti
- This team has taken up the fundraising responsibility for the upcoming May 19th event. They have planned everything from food order to design pamphlets and reaching out to the community.

FUND RAISING –FIVE YEARS

MASJID OPERATION	YEAR					
	2013	2014	2015	2016	2017	2018
	\$69,735	\$97,770	\$109,623	\$94,632	\$80,173	TBD
MASTER PLAN OPERATION	YEAR					
	2013	2014	2015	2016	2017	2018
	\$242,815	\$361,325	\$307,736	\$503,871	\$714,692	\$156,352

IT Committee 2017-2018 Updates

- **Awarded Contract to revamp ICM Website -Currently it is ongoing**
 - Enhance security
 - User friendly
 - Contemporary look
- **New site provides the following modules:**
 - Announcements
 - Prayer Timings
 - Quran
 - Hadith
 - Website Search
 - Online Poll
 - News Ticker
 - Advertisements
 - Newsletters /Mailing List
 - Business Directory
 - Interesting Links
 - Event Calendar
 - Photo Gallery
 - Audio Library
 - Video Library
- **Introduced new Credit Card Processing device**

Education Committee

Weekend School

- **Principal:** Mahmud Gani
Assistant Principal: (Administrative Services): Nurudeen Thomas
Assistant Principal: (Academics): Sayeem Kazi
Registrar: Mohammad Jaweed
Activities & Other Support: Niamathullah Abdul Azeez, Mohamed Reyal, Abdul Ahad Shaikh, Mohammed Huda, Nadeem Amin
- **335 Students**
- More than 100 volunteers (Administrators, Teachers, and student volunteers)
- 5 paid staff (teachers and facility staff)
- \$80k in revenue this year

Education Committee Cont'd

- **Activities**

- Sunday sessions for Parents (Quran & Contemporary Issues)
- 4rd Annual Quran Competition held; very well attended and the competition was of high standard
- Two Picnics and Sports days during Fall and Spring
- Hosted a interfaith event with students and teachers from a local weekend Jewish school
- Supported various local MSAs and student led charities by providing a platform to raise funds through bake sale and other activities
- 2018 graduation ceremonies scheduled for June 10
 - Expected attendance – more than 1000 people (second largest ICM activity after Eid Salah)

Education Committee Cont'd

Improvements

- Significant revision and standardization of Islamic Studies curriculum and books (KG to 8)
- Adoption of new Islamic Studies books from a single publisher. This resulted in significant savings in book related expenses
- Significant amount of effort has been put in to upgrade and modernize school system. The current system has outgrown the needs of the school. After extensive evaluation of commercial off the shelf (COTS) products, it was decided to custom build the software. The requirements for the new system has been captured and documented. Discussions are underway with a vendor on pricing and schedule
- Streamlined school related purchasing process with a school designated credit card

Education Committee Cont'd

Improvements (continued)

- Replaced food vendors which resulted in improved quality of lunch (Pizza) and special events food supplies (food trucks)
- Recruited several new teachers
- Enhanced parent and teacher communication by utilizing Mailchimp platform for weekly emails
- Improved student activities such as Quran competition, etc.
- Structure SSL hour process for student volunteers
- Standardized teacher processes, meetings, parent interaction, etc.
- Improved registration structure, process and automation. More than 50% parents paying on-line.

Education Committee Cont'd

Challenges

- New teacher recruitment
- Teacher turnover, especially in the middle of the semester
- Lack of a dedicated resource to provide oversight on quality of instruction, teachers training etc.
- Lack of facility to provide a platform for the teachers to collaborate (e.g., a common sitting area for the teachers with computers and other accessories)
- Lack of sufficient security volunteers
- Continued and consistent commitment from volunteers and teachers - unplanned/unexpected absences
- Community and parent involvement
- Significant challenges with heating during winter. This has been an on-going / recurring issue for several years and need an urgent action to avoid school closures during winter months
- Facilities (outgrown it, need major upgrading)

Education Committee Cont'd

Homeschooling Co-op

- Subcommittee established to review homeschooling options
 - Goal is to establish a co-op based at ICM with regular meetings and classes taught by parents and others
 - Register to conduct homeschool reviews
 - Review different structures/organizational formats
 - Review and examine other co-op organizations in the metro area
 - Review requirements and rules around different formats

Plan to start subcommittee to begin research on full time school

Social Services Committee

Team: Shahnaz Baten, Lubna Malik, Aizat Oladapo & Nadirah Rasheed

2017 Activities:

- ICM Ansar (in partner with Montgomery County Interfaith Refugee Resettlement Neighbors): 23 families (Syrian, Iraqi, Afghani, Sri Lankan, Columbian, Sudanese, Somali, Central African Republic)
- ICM Clothing Closet/Supplies: 152 families (local & international)
- ICM Job Bank: 90 cases, 10 employed
- ICM Resume & Budgeting: 20 cases
- ICM Smart Sack Program: Pack 160 Smart Snack packets monthly for the MCPS students in collaboration with MCPS/MANNA.
- ICM Outreach Tables: ICM MaritAsian American Health Initiative; African American Health Program; MCC Clinic outreach tables.
- ICM Marital Service: 7 links
- ICM SALAAM VISITNG GROUP: weekly community visits
- ICM -ICCP Partnership

Zakah Committee

- **Team:** Shahnaz Baten, Mohamed Haggag, Imam Jamil Dasti, M. Sujjat Khan, & Maged Sharaf
- **2017 Activities:**
 - ICM Zakah Distribution: 111 cases (\$39 K distributed)
 - ICM Food Bank: 225 families
 - ICM Feed the Homeless: 100 – 200 people/month
 - ICM Feed the Hood: 100 –150 people/month (DC)
 - ICM Feed the Street Homeless: 50 packets/month for DC street homeless

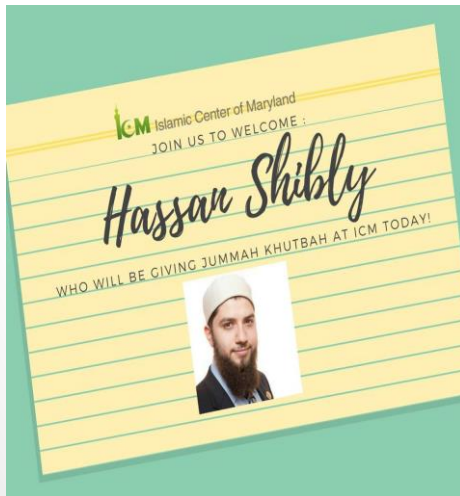
Imam Search Committee

- **Team:** Nadeem Ahmad, Amin Ezzeddine, Ahsun Dasti, Abdullah Shamim & Maged Sharaf
- **Sheikh Abdool Rahman Khan**
 - Head of ICNA Shari'ah Council
 - Head of ICNA Tarbiyah
 - Member of the Fiqh Council of North America
 - Education:
 - Faculty of Shari'ah, Islamic University, Madinah, Saudi Arabia
 - University of Guyana, Demerara, Guyana (Education)
 - University of Guyana, Demerara, Guyana (English Language)
 - Languages: English, Arabic, Spanish, & French

Masjid Programs Committee

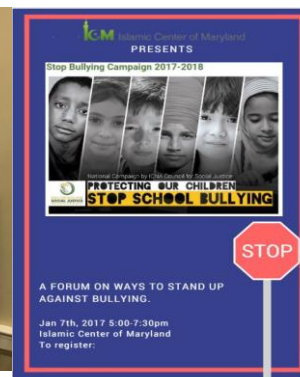
- Board of Trustees Liaison : Syed Ajmal Ali
- Committee Chair : Ahsun Dasti
- Scope: Facilitate worship and prayers, provide lectures and seminars, and host community social events.
- Ongoing Activities
 - Daily Prayers : Jamil Dasti
 - Women's Halaqa : Umm Raef Haggag / Heidi Wahba / Azzat Elkafass
 - Tafseer urdu lecture: Maulana Mateen
 - Main Center Juma : Mohamed Aslam, Samer alQorom
 - Casey Center Juma : Jahangir Baig, Abid Chaudhry
 - Johns Hopkins Juma : Abdul Ahad Shaikh, Nawfal Mouhajar
 - Rockville Hilton Juma : Elhadj Mbaye, Ibrahim Bakayoko
 - Bethesda BUCC Juma : Shakib Said, Omar Hashmi
 - Wisconsin Place Juma : Farooq Amlani, Seybou Diallo
 - N.Potomac Social Programs : Sayeem Kazi, Mahmud Gani, Abdul Ahad Shaikh
 - Clarksburg Social Programs: Sadia Khan, Niamathullah Abdul Azeez
 - Ramadan Programs : Hasinah Abdul Ghani, Lubna alKorom, Hanadi AbdellMageed, Nargis Rehman, Shala Shamim
 - Special Events: Ahsun Dasti, Adileh Sharieff
- Special Events
 - Calligraphy Workshop
 - Active Shooter Preparedness Training
 - Bullying Prevention Workshop
 - Visiting Scholars

Masjid Programs Committee



Outreach Committee

- Board of Trustees Liaison : Nadeem Ahmad
- Committee Chair : Adileh Sharieff
- Members: Ahsun Dasti, Sadiya Bilgrami, Aizat Oladapo, Umme Sadiqha, Nadirah, Abida Dasti, Najam, Shala Shamim, Zahra Riaz
- Scope:
 - Develop relations with tangential organizations (schools, government, media, interfaith, etc.)
 - Provide / Train individuals to speak on behalf of Islam, Muslims, and ICM.
 - Create an inclusive environment for new Muslims
 - Provide Dawah resources for new Muslims or those interested in the faith
- Dawah Activities
 - Created resource packages for new Muslims and buddy system
 - Worked with WhyIslam to provide dawah resources to visitors and prison inmates
 - Hosted NEW Muslim event with 100 plus people

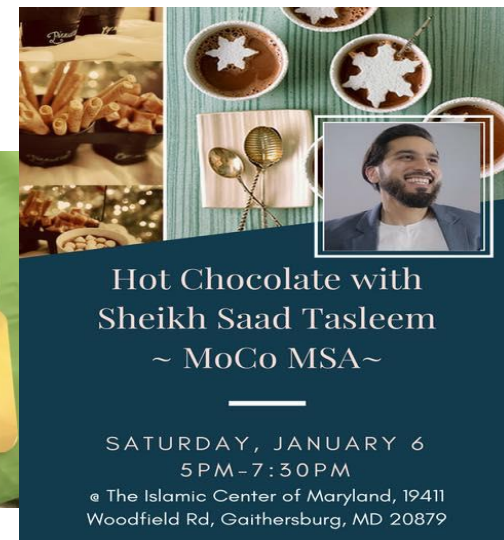
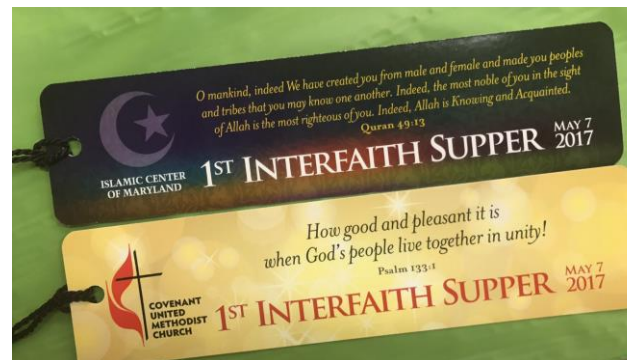
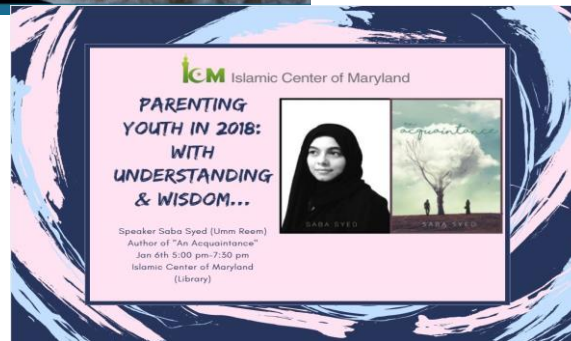


Outreach Committee

- Interfaith events
 - Hosted visiting schools, youth groups, churches, synagogues
 - Worked on relationship building. Arranged potluck events with Temple Beth Ami and United Methodist Church.
- Community Civic engagement & Training
 - Worked with media, and govt. officials. Arranged meet and greet with officials.
 - Hosted workshops to educate community on civic engagement and media training
 - Coordinated visit for 20 youth to attend CAIR leadership event in Annapolis.
 - Hosted a 3 month challenge and recruited 20 volunteers to represent ICM at various events
 - Hosted Teacher appreciation for MCPS teachers
- Building Relationships
 - Almaghrib, Qalam, MCMF, MCMC, CAIR, AIM, MCCRC, USCMO



Events At ICM



2018 Election Update

- 3/21 : ICM membership renewal reminder to community and GB Meeting announcement sent to community by **ICM Secretary**
- 4/12 : community deadline to renew membership (30 days prior to GBM)
- 4/16 : **Election Commissioner** is given a list of all eligible members
- 4/21 : 2nd notice sent to members regarding GBM with nomination instructions sent by **ICM Secretary**
- 5/05 : community deadline to submit nominations to **Election Commissioner**
- 5/06 : **Election Commissioner** confirms nominees and informs ICM secretary
- 5/07 : 3rd notice sent to members with candidate and absentee ballot info
- 5/10 : community deadline to send absentee ballots to **Election Commissioner**
- 5/12 : annual GB Meeting and Trustee Elections

2018 Election Process

- 7 member board of trustees with up to 2 consecutive 3 year terms voted on by general body.
- Trustees with 3 year term ending today:
 - Imtiaz Mohiuddin
 - Sujjat Khan
 - Vacant Seat (Sayed Naved resigned)
- Trustee with 1 year remaining in term
 - Vacant Seat (Wael Elkoshairi resigned)
- Vote for 4 BoT candidates
 - The 3 candidates that receive the most votes will be elected to full 3 year terms
 - The candidate with the fourth highest vote total will fill the 1 year of the unexpired term

2018 Election Process

- 2018 Nominees for Board of Trustees:
 - Mainul Haque
 - Abu Khan
 - Nurudeen Thomas ✓
 - Nadeem Ahmed ✓
 - Shala Shamim
 - Muhammad Waizul Huque
 - Adileh Sharieff ✓
 - Noman Habib
 - Manan Dasti ✓
- Election Commissioner will tally votes and announce results
- Nominate and Elect 2018 Election Commissioner

Thank You For Attending.