



# **GENERAL BODY MEETING**

*ISLAMIC CENTER OF MARYLAND (ICM)*

May 21, 2011



# MEETING GROUND RULES

- ◆ This is the General Body meeting called by the Board of Trustees (BOT) as required by the ICM By-laws.
- ◆ Attendees need to agree to listen to the BOT member speaking.
- ◆ Opportunity to provide feedback or ask questions will be provided at the end of an item or as allowed by the moderator.
- ◆ Please wait till you are recognized.
- ◆ Avoid interrupting a speaker.
- ◆ Feedback should be related to the topic under discussion and concise.
- ◆ Avoid repeating a question that has been asked earlier.
- ◆ Please avoid replying to each other – engage the moderator.



# AGENDA

- ◆ Minutes of the 2010 GB Meeting
- ◆ ICM State of Affairs (Chairman's Report, Secretary's Report, Treasurer's Report, Committees, Programs)
- ◆ Islamic Waqf of Maryland
- ◆ Master Plan Status
- ◆ Fundraising status
- ◆ Formation of Executive Committee headed by the Executive Director
- ◆ Updates to the By-laws (fixing some loopholes and removing ambiguities)
- ◆ Q & A
- ◆ Elections
  - Election Committee report
  - Election of two trustees
  - Election of Election Committee Chair for 2012
- ◆ Upcoming Events
- ◆ Closing Dua'



# ICM Board of Trustees

Chairman: M. Nadeem Ahmad

- Administration
- Communications
- Masjid Programs
- Engineering & Construction

Vice-Chairman: Abdullah Shamim

- Social Services to include Zakah, Sadaqa, and Counseling programs
- Dawah & Outreach Program

Treasurer: Mohammed S. Khan

- Accounting, Payroll, Accounts, Taxes, Personnel records

Secretary: Iqbal Yusuf

- Records, Membership
- Fundraising
- Security system
- Administrative support to Waqf

Trustee: Abu Wahid Khan

- By-laws, Arbitration Board
- Direct debit
- Online donations
- Support to Treasurer

Trustee: Maged Sharaf

- Youth programs
- Umme & Me
- Facilities & Maintenance

Trustee: Sayed M. Naved

- Marketing and Grants
- Education Programs
- Liaison & Board member for Waqf

Asst. Imam: Jamil Dasti



# ICM Committees

Committee Name	Description	Chair & POCs
Administration	Manage daily operations, admin office etc.	Nadeem Ahmad, Abdullah Shamim, M. Aslam
Masjid	Manages all Masjid programs – khateeb, halaqa, events, lectures, seminars, workshops, etc.	Nadeem Ahmad, Abdullah Shamim, Jamil Dasti, Ahsun Dasti
By-Laws	Review and revise by-laws and implement arbitration procedures	Abu Waheed Khan
Communications	Manages website, weekly newsletter, ICM web applications, newsletter admin.	Nadeem Amin
Engineering & Construction Committee	Responsible for new constructions and updates to the existing buildings.	Syed Bokhari
Election	Responsible for holding the yearly elections	Ihab Shraim
Fundraising	Plans for holding fundraising dinner and other similar events.	Iqbal Yousuf
WAQF	Manages burial sites and funeral events	Sayed Naved (Liason & Board Member, Iqbal Yousuf (Admin)
Dawah, Social Services (Zakat Services)	Dawah & outreach, assistance with Zakah and related financial help, limited counseling services for a range of spiritual or psychological issues, and transitional housing.	Abdullah Shamim, Haytham Younis, Jamil Dasti
Sunday School	School for Quraan and Islamic Studies	Mannan Dasti



# Meeting Minutes & Membership Status

- ♦ Minutes from May 2010 General Body Meeting
- ♦ Membership Status

	As of April 2008	As of May 2009	As of May 2010	As of May 2011
<b>Total ICM Members</b>	216	212	197	218
Family Membership	95	94	80	98
Individual Membership	26	19	11	14
Student Membership		5	5	8
<b>Voting Members</b>	147	180	166	149
Family Members	67	80	75	68
Individual Members	13	15	11	6
Student Membership		5	5	7
<b>New Members</b>	56	25	21	46
Family Members	23	11	7	19
Individual Members	10	3	7	8
<b>New Membership Goal</b>	75			25



# State of ICM Finance – Accounts

	Masjid	Zakat-ul-Maal	Sadaqa	Master Plan	Petty Cash	Totals
<b>M&amp;T Bank</b>						
12/31/2009	\$22,935	\$52,770	\$18,014	\$920,130	\$1,000	\$1,014,849
4/30/2010	\$53,791	\$38,117	\$29,543	\$975,502		\$1,096,953
12/31/2010	\$46,806	\$80,981	\$4,324	\$1,294,413		\$1,426,525
4/30/2011	\$55,569	\$60,448	\$3,879	\$1,349,780	\$1,000	\$1,470,766



# State of ICM Finance – Balance Sheet

## As of 2009

- ◆ Total Other Current Assets: \$29,000
  - Harford County Education Society: \$20,000
  - Cemetery Lots (Laurel & Riggs Rd): \$9,000
  
- ◆ Fixed Assets: \$606,156
  - Building: \$977,256
  - Building Master Plan: **\$103,209**
  - Less Accumulated depreciation: (\$515,897)
  
- ◆ Other Fixed Assets: \$14,988
  - Furniture: \$18,756
  - Equipment: \$17,218
  - Data Processing Equipment: \$5,933
  - Less Accumulated Depreciation: (\$33,837)
  
- ◆ ICM Land: \$527,991
  
- ◆ Islamic Waqf of MD: \$650,000
  
- ◆ Total Assets: \$2,839,480

## As of 2010

- ◆ Total Other Current Assets: \$24,350
  - 25 burial sites: \$7,250
  - WAQF Qard-e-Hasana: \$7,500
  - Cemetery Lots (Laurel & Riggs Rd): \$9,000
  - Misc: \$600
  
- ◆ Fixed Assets: \$789,553
  - Building: \$1,045,377
  - Building Master Plan: **\$246,089**
  - Less Accumulated depreciation: (\$501,913)
  
- ◆ Other Fixed Assets: \$0
  - Furniture: \$18,756
  - Equipment: \$17,218
  - Data Processing Equipment: \$5,933
  - Less Accumulated Depreciation: (\$41,908)
  
- ◆ ICM Land: \$576,992
  
- ◆ Islamic Waqf of MD: \$650,000
  
- ◆ Total Assets (includes cash): \$3,467,420





# State of ICM Finance - Operations

	2008		2009		2010		2011		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.	Planned - As of Apr 30	Actual - As of Apr 30
<b>Masjid</b>									
Donations-Direct Debit	\$110,000	\$122,021	\$105,000	\$89,724	\$106,350	\$61,007	\$60,640	\$19,040	\$17,794
Donations-Other	\$152,000	\$152,094	\$75,000	\$92,230	\$98,200	\$173,804	\$223,100	\$26,100	\$21,206
Membership Revenues	\$18,000	\$9,760	\$8,550	\$9,385	\$10,500	\$10,844	\$12,000	\$11,500	\$9,700
Total Donations / Revenues	\$280,000	\$283,875	\$188,550	\$191,339	\$215,050	\$245,655	\$295,740	\$56,640	\$48,700
Expenses		\$210,672	\$207,010	\$245,756	\$277,730	\$229,757	\$288,981	\$83,297	\$69,757
Variance		\$73,203	(\$18,460)	(\$54,417)	(\$62,680)	\$15,898	\$6,759	(\$26,657)	(\$21,057)
<b>Education Programs</b>									
Revenue-Weedend School	\$55,000	\$68,444	\$65,000	\$64,971	\$69,375	\$68,374	\$68,000	\$33,000	\$29,403
Revenue-Hifzh School	\$53,000	\$32,567	\$0	\$0					
Revenue-Part-Time Hifzh / Quran / Other			\$0	\$1,382	\$0	\$0	\$0	\$0	\$1,500
Total Revenues	\$108,000	\$101,011	\$65,000	\$66,353	\$69,375	\$68,374	\$68,000	\$33,000	\$30,903
Expenses		\$107,962	\$50,645	\$38,714	\$60,840	\$42,128	\$59,644	\$10,984	\$5,477
Variance		(\$6,951)	\$14,355	\$27,639	\$8,535	\$26,246	\$8,356	\$22,016	\$25,426
<b>Youth Programs</b>									
Revenue	\$10,832	\$2,866	\$0	\$100	\$1,000	\$695	\$750	\$250	\$1,345
Expenses		\$2,696	\$2,870	\$2,322	\$4,730	\$2,359	\$8,737	\$3,406	\$3,547
Variance		\$170		(\$2,222)	(\$3,730)	(\$1,664)	(\$7,987)	(\$3,156)	(\$2,202)
<b>Sadaqa</b>									
Donations		\$82,293							
Expenses		\$10,607							
Variance		\$71,686							
<b>Total Donations / Revenues</b>	\$398,832	\$470,045	\$253,550	\$257,792	\$285,425	\$314,724	\$364,490	\$89,890	\$80,948
<b>Total Expenses</b>		\$331,937	\$260,525	\$286,792	\$343,300	\$274,244	\$357,362	\$97,687	\$78,781
<b>Total Variance</b>		\$138,108	(\$6,975)	(\$29,000)	(\$57,875)	\$40,480	\$7,128	(\$7,797)	\$2,167



# State of ICM Finance – Master Plan

	2008		2009		2010		2011		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.	Planned - As of Apr 30	Actual - As of Apr 30
<b>Master Plan</b>									
Donations-Direct Debit			\$26,400	\$54,000	\$67,400	\$79,525	\$97,200	\$32,400	\$28,360
Sadaqa			\$54,000	\$42,000	\$62,500	\$59,941	\$60,000	\$18,000	\$15,766
Burial Sites			\$150,000	\$94,625	\$114,750	\$69,275	\$66,000	\$16,500	\$8,750
Donations-Other	\$100,000	\$301,198	\$345,000	\$429,212	\$892,600	\$276,526	\$617,500	\$153,500	\$21,501
<b>Total Revenues</b>	<b>\$100,000</b>	<b>\$301,198</b>	<b>\$575,400</b>	<b>\$619,837</b>	<b>\$1,137,250</b>	<b>\$485,267</b>	<b>\$840,700</b>	<b>\$220,400</b>	<b>\$74,377</b>
<i>Expenses*</i>		\$20,871	\$30,600	\$36,159	\$61,650	\$27,664	\$55,425	\$18,825	\$0
Variance		\$280,327	\$544,800	\$583,678	\$1,075,600	\$457,603	\$785,275	\$201,575	\$74,377
<b>Total Donations / Revenues</b>	<b>\$100,000</b>	<b>\$301,198</b>	<b>\$575,400</b>	<b>\$619,837</b>	<b>\$1,137,250</b>	<b>\$485,267</b>	<b>\$840,700</b>	<b>\$220,400</b>	<b>\$74,377</b>
<b>Total Expenses</b>		<b>\$20,871</b>	<b>\$30,600</b>	<b>\$36,159</b>	<b>\$61,650</b>	<b>\$27,664</b>	<b>\$55,425</b>	<b>\$18,825</b>	<b>\$0</b>
<b>Total Variance</b>		<b>\$280,327</b>	<b>\$544,800</b>	<b>\$583,678</b>	<b>\$1,075,600</b>	<b>\$457,603</b>	<b>\$785,275</b>	<b>\$201,575</b>	<b>\$74,377</b>

\*Does not include capitalized cost

## Capitalized Cost

12/31/2007	\$ 26,766.48
12/31/2008	\$ 8,708.00
12/31/2009	\$ 67,735.00
9/30/2010	\$ 142,880.00
<b>TOTAL :</b>	<b>\$ 246,089.48</b>



# State of ICM Finance – Zakat

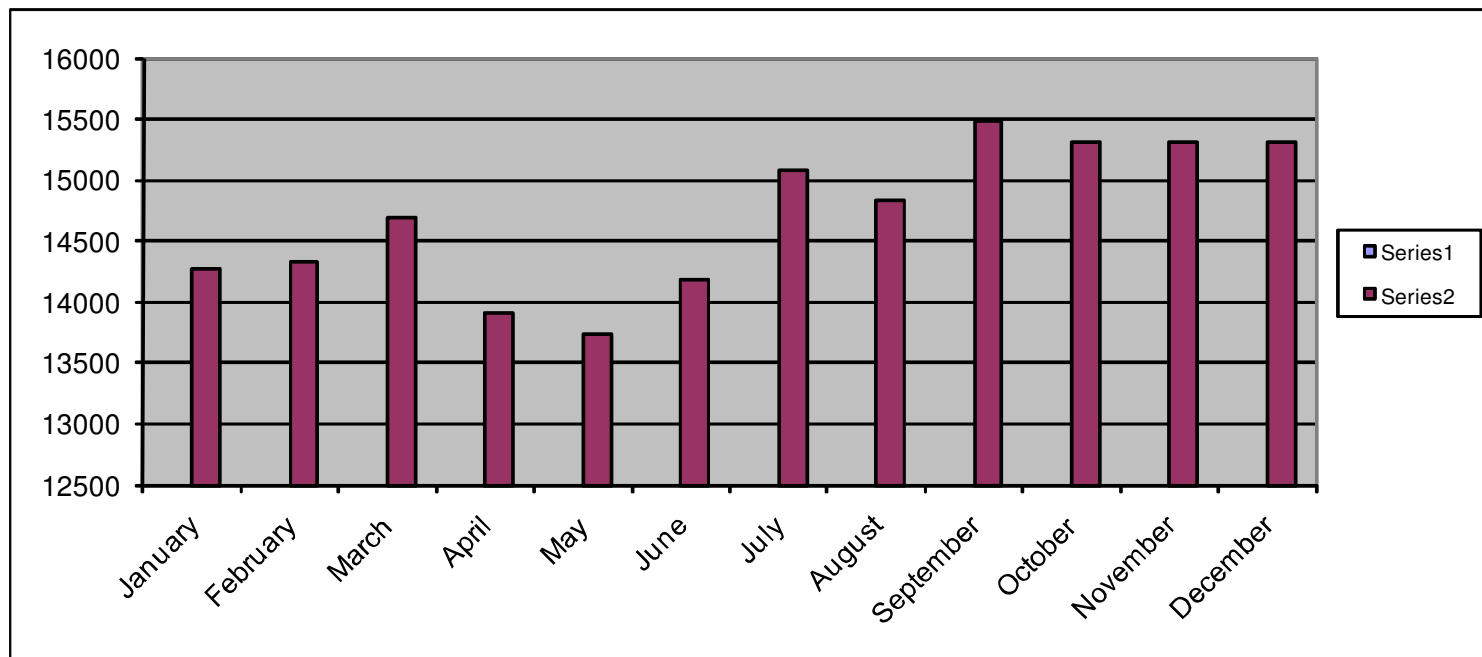
	2008		2009		2010		2011		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.	Planned - As of Apr 30	Actual - As of Apr 30
<b>Zakat-ul-Maal</b>									
Donations-Direct Debit			\$18,000	\$18,000	\$18,100	\$27,630	\$27,600	\$9,200	\$8,490
Donations-Other		\$124,692	\$49,500	\$94,505	\$88,500	\$65,190	\$72,200	\$7,100	\$6,799
Total Revenues		\$124,692	\$67,500	\$112,505	\$106,600	\$92,820	\$99,800	\$16,300	\$15,289
Expenses		\$115,826	\$62,625	\$69,279	\$117,430	\$68,797	\$118,210	\$34,988	\$31,169
Variance		\$8,866	\$4,875	\$43,226	(\$10,830)	\$24,023	(\$18,410)	(\$18,688)	(\$15,880)
<b>Total Donations / Revenues</b>		\$124,692	\$67,500	\$112,505	\$106,600	\$92,820	\$99,800	\$16,300	\$15,289
<b>Total Expenses</b>		\$115,826	\$62,625	\$69,279	\$117,430	\$68,797	\$118,210	\$34,988	\$31,169
<b>Total Variance</b>		\$8,866	\$4,875	\$43,226	(\$10,830)	\$24,023	(\$18,410)	(\$18,688)	(\$15,880)

	2008		2009		2010		2011		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.	Planned - As of Apr 30	Actual - As of Apr 30
<b>Zakat-ul-Fitr</b>									
Donations		\$30,896	\$32,500	\$34,444	\$34,000	\$34,409	\$35,000		
Expenses		\$30,896	\$32,500	\$34,444	\$35,000	\$33,469	\$35,000		
Variance		\$0	\$0	\$0	(\$1,000)	\$940	\$0		



# State of ICM Finance – Direct Debit

ISLAMIC CENTER OF MARYLAND  
DIRECT DEBIT - 2010

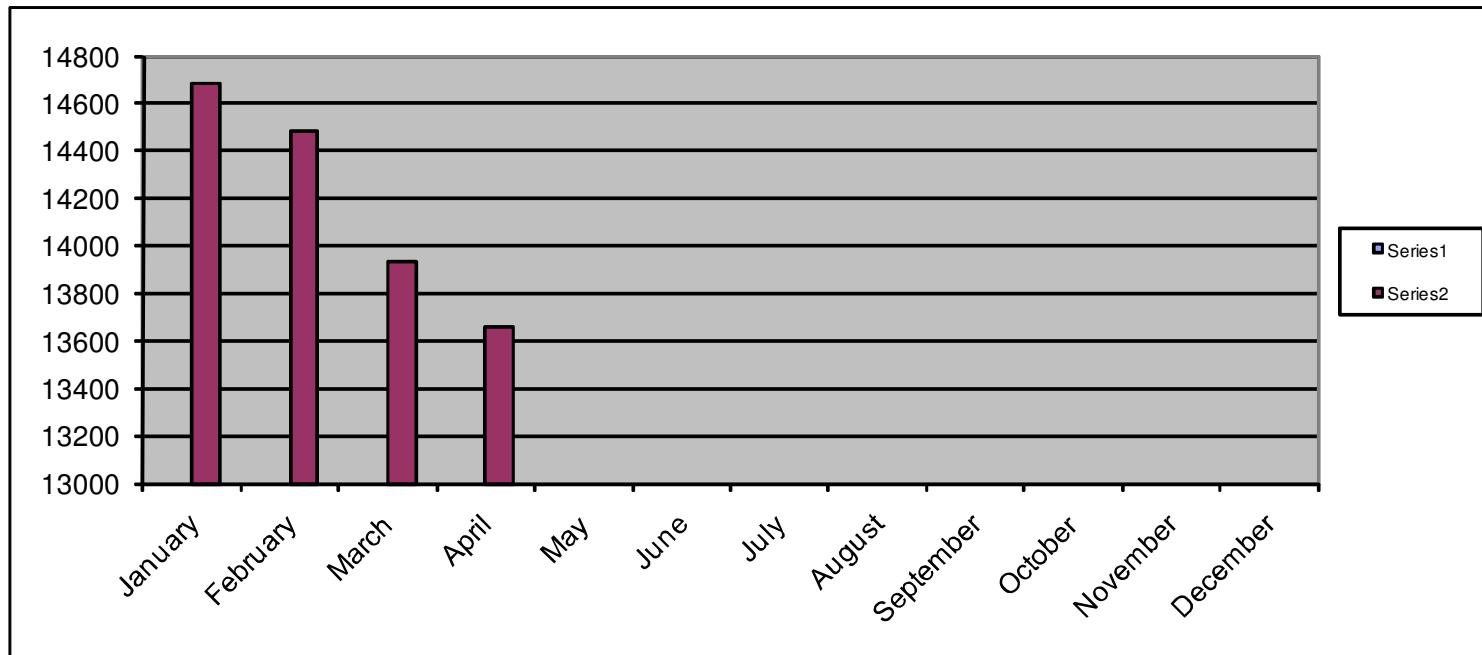


January	February	March	April	May	June	July	August	September	October	November	December	Total
\$14,271	\$ 14,326	\$ 14,696	\$ 13,916	\$ 13,741	\$ 14,191	\$15,081	\$14,831	\$15,481	\$15,306	\$15,306	\$15,306	\$ 176,452



# State of ICM Finance – Direct Debit

ISLAMIC CENTER OF MARYLAND  
DIRECT DEBIT - 2011



January	February	March	April	May	June	July	August	September	October	November	December	Total
\$ 14,686	\$ 14,486	\$ 13,936	\$ 13,656									\$ 56,764



# Programs - Masjid

## General

- ♦ Five weekly Jumma prayers (ICM, JHU, BUCC, Legacy Hotel, Casey Center)
- ♦ Weeknight Isha prayers at Stonemill Elementary
- ♦ Weekly family halaqa
- ♦ Monthly Islam101 class
- ♦ Monthly Rockville homeless shelter program
- ♦ Quarterly Gaithersburg soup kitchen program
- ♦ Annual Ramadan Program

## Specific

- ♦ 6/18/10 - Khateeb workshop
- ♦ 9/17/10 – Lecture by Abdul-Malik Mujahid
- ♦ 10/2/10 – International Food Festival
- ♦ 10/10/10 - Hajj Workshop
- ♦ 10/23/10 – Lecture by Yusuf Islahi
- ♦ 11/26/10 - MAS Parenting Workshop

## Specific (*continued*)

- ♦ 12/11/10 - Hajji Welcome Back Luncheon
- ♦ 3/4/11 – Lecture by Sh. Taha Hassane
- ♦ 3/5/11 - Tax Workshop
- ♦ 4/16/11 - Khateeb Appreciation Luncheon
- ♦ 4/22/11 - Preventing Foreclosure Workshop

## Upcoming

- ♦ 6/4/11 - Khateeb Workshop
- ♦ 6/23-6/25 – Visit by Sh. Taha Hassane
- ♦ 7/16/11 - Community Yard Sale
- ♦ 8/14/11 – Interfaith-neighbors Iftar
- ♦ 10/1/11 - International Food Festival
- ♦ 10/8/11 - Hajj Workshop
- ♦ 11/27/11 - Hajji Welcome Back Luncheon
- ♦ Seminars and courses on Islam and Muslims in America with Dr. Akbar Ahmed of American University



## Programs - Masjid

- ♦ Formed Imam Search Committee (ISC)
  - Ahsun Dasti - Chair
  - Amin Ezzedine
  - Abdullah Shamim
  - Nadeem Ahmad
- ♦ Finalized position description and qualifications for Imam
- ♦ Drafted process for interviewing, engaging, and on-boarding prospective candidates
- ♦ Goal is to actively start the process of engaging promising candidates



# Programs – Social Services

- ◆ Social Services
  - Counseling by Imam Jamil – average 4 cases a week
  - Zakah distribution
  - Monthly support to two women shelters in Baltimore
  - Support volunteer organizations and individuals who help others
    - Zakah Foundation
    - Faith
    - Helping Hand
    - Islamic Relief
    - ....





## Programs – Dawah & Outreach

- ♦ Visited two Sunday school classes.
- ♦ Three visits from Sunday school classes at ICM
- ♦ The Jewish Islamic Dialogue Society held interfaith meetings eleven times
- ♦ Visited and spoke at synagogues four times
- ♦ Visited and spoke at churches five times
- ♦ Recited Qur'an (with translation and brief explanation) in three Thanksgiving programs – two local churches (in Gaithersburg and Germantown) and one synagogue (in Olney)
- ♦ Took part in an interfaith panel discussion about peace at Montgomery College (Silver Spring campus)
- ♦ Spoke to classes at American University
- ♦ Attended two meetings of the Gaithersburg Interfaith Alliance (GIA)
- ♦ Attended three meetings of the Montgomery County Interfaith Council
- ♦ Held an interfaith dinner at ICM for over 100 non-Muslim guests in early January (2011)



## Programs – Education

- ◆ Weekend School (Principal: Mannan Dasti, Vice Principal: Mahmud Gani)
  - One session
  - 328 Students (an increase of 10% over last year)
  - Over 60 teachers (39) & assistants (29)
  - 8 paid teachers & assistants
  - Established and well-organized PTA
  - Full-time Volunteer coordinator and Counselor
  - Youth, volunteer and parent engagement
  - Held Hajj Poster competition & re-enactment
  - Spring and Fall picnics and sports day
  - Classes for parents (Quran, Contemporary Issues, etc)
  - 2010 Graduation event attracted over 700 attendees
- ◆ Ongoing evening Quran classes
- ◆ Certificate level (30 Credit Hrs) Arabic 101 course
  - Taught by Sr. Abeer Kayed Pelon



# Islamic Waqf of MD





# Islamic Waqf of MD

- ♦ **Officers:**
  - **Chairman:** Sayed Naved (ICM)
  - **Vice Chairman:** Mohammed Sayed (ISF)
  - **Secretary:** Abu Waheed Khan (ICM)
  - **Treasurer:** Vacant (ISWMD) - Sayed Naved is acting.
  
- ♦ **In Progress:**
  - **Establishment of a Cemetery Management Company to obtain 501(c)(13) certification**
  
- ♦ **517 burial sites have been sold**
  - **ICM**            **481**
  - **ISF**            **25**
  - **Waqf**           **9**
  - **ISWMD**       **2**



# UMEE & ME, YOUTH, FACILITIES

The person is limited by himself but resourceful in the presence of his fellow brothers and sisters



## Umee & Me

- ◆ Umee and Me is a Mother and Child Resource Center at ICM. It is a place where mothers and their young children (0-6 yrs) come together in an Islamic learning environment.
- ◆ Tuesdays and Thursdays
  - Sister Thaseen Amin
  - Sister Irum Khurshid
  - Sister Kiran Khan
  - Sister Shagufta Niyas



# ICM Youth

## ICM Youth Committee

Br. Shafiq Ahmed  
(Chair)

Br. Zaid Bilgrami

Sr. Rumana Ahmed

Br. Zabir Khan

Sr. Reem Sharaf

Br. Aasem Sharaf

Sr. Rana Sharaf

Br. Adam Stephenson



# ICM Youth

- ♦ Educational
  - “Stories of the Prophets” weekly halaqa for ES
  - Weekly halaqa with guest speakers for MS, HS and college-age
  - Educational series (In Awe of the Almighty, **May 27-July 29**)
  - Qiyam
  - ICM 2011 Summer Camp (in the planning)
- ♦ Social
  - Ramadan Iftar and get together dinners
  - Spring/Summer Youth BBQ
  - Eid celebrations
  - Arranged events
- ♦ Sports
  - Weekly basketball for brothers (Redland MS and ICM)
  - Weekly basketball for the sisters (Redland MS and ICM in the planning)
  - Weekly sisters’ swimming
  - Arranged events
- ♦ Community Service
  - ICM summer cleaning
  - Various activities





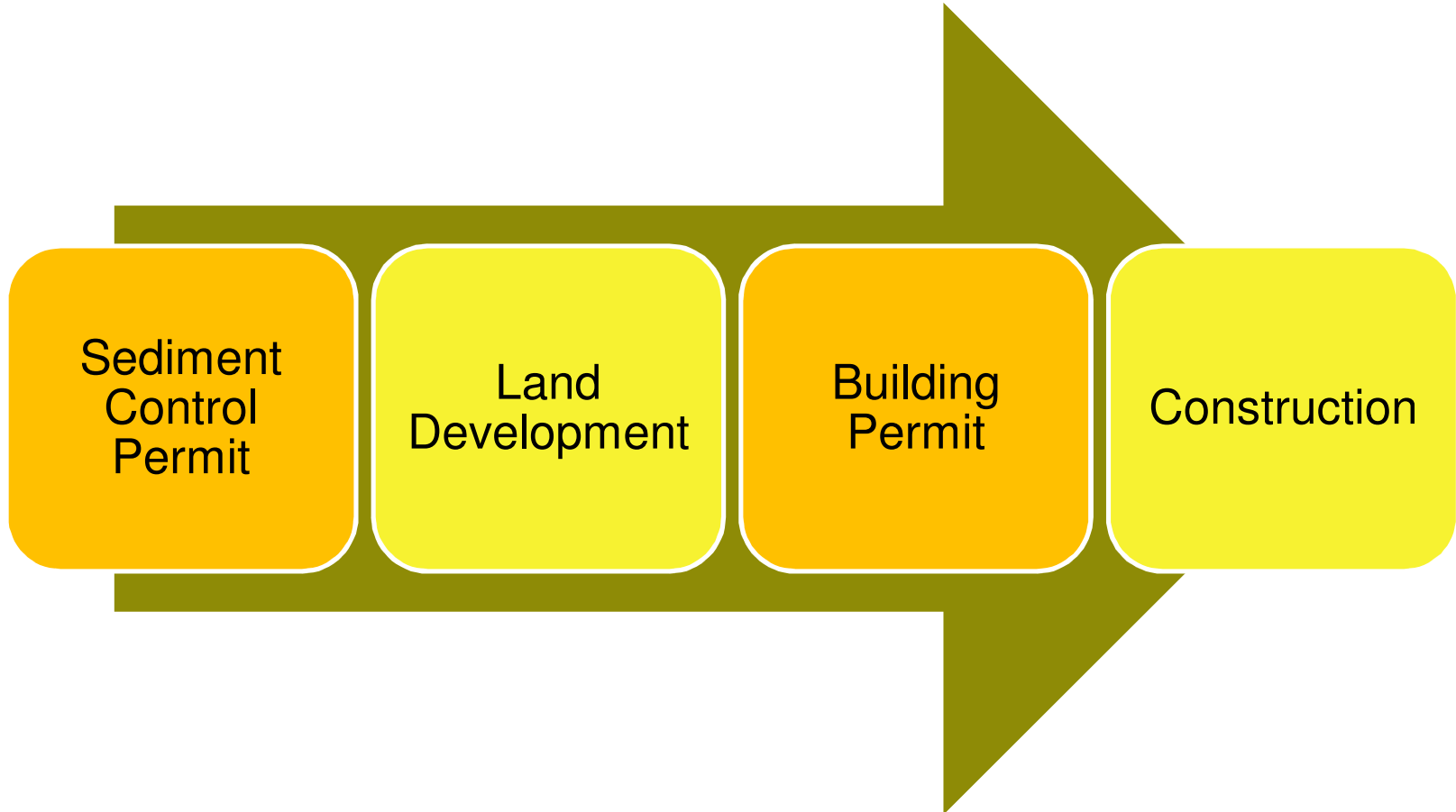
# Facilities – Maintenance & Repair

- ♦ Planned work:
  - Sister’s Musallah
    - Furniture (partition and book shelves)
  - Main Musallah and Wudu Area
    - New minbar, furniture (book shelves, shoe racks)
    - New gas heating unit
  - Library
    - Book shelves
  - Around the ICM
    - New gutter system
    - New roof in the near future



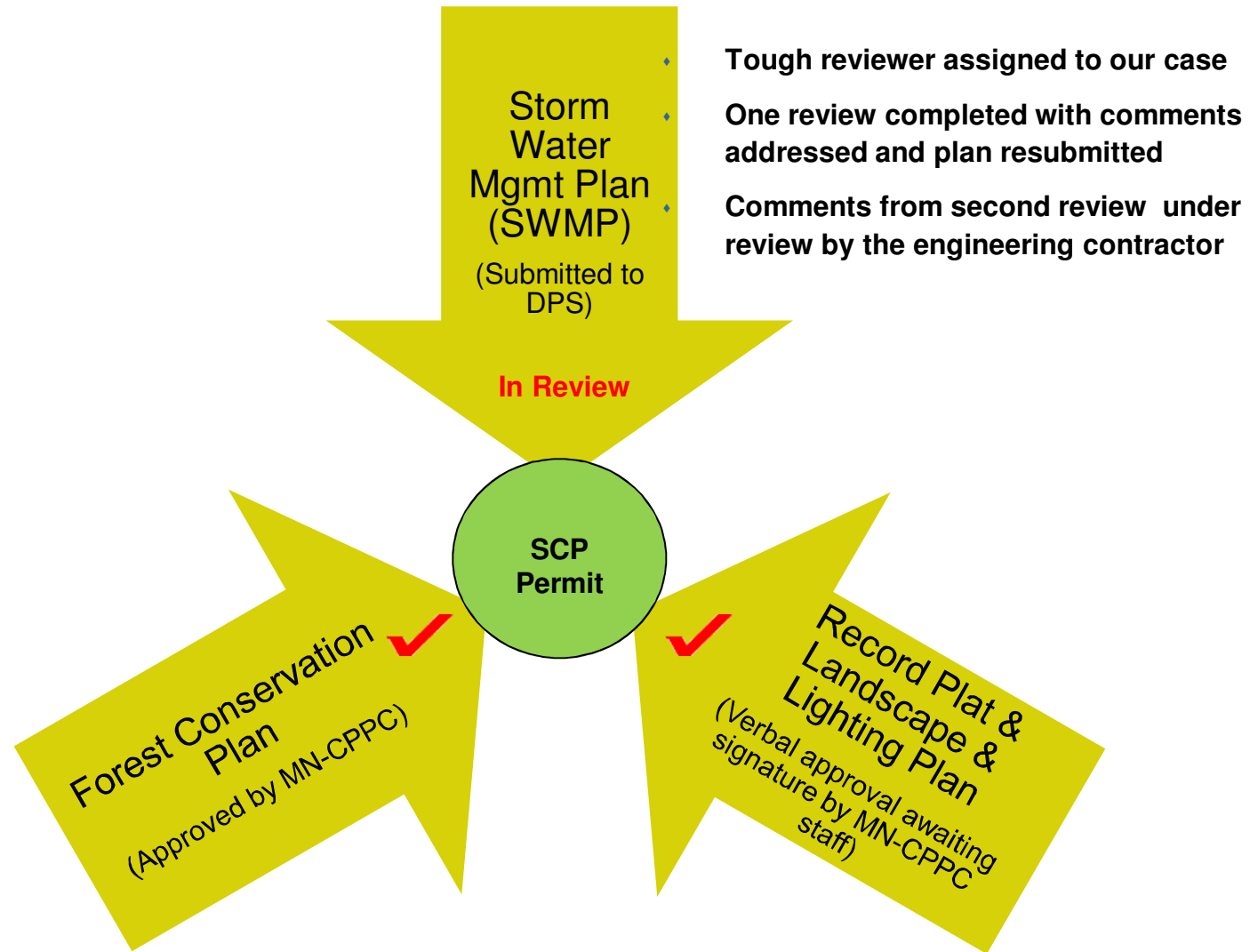
# Master Plan

As of Dec 2010, Spent: \$246,089

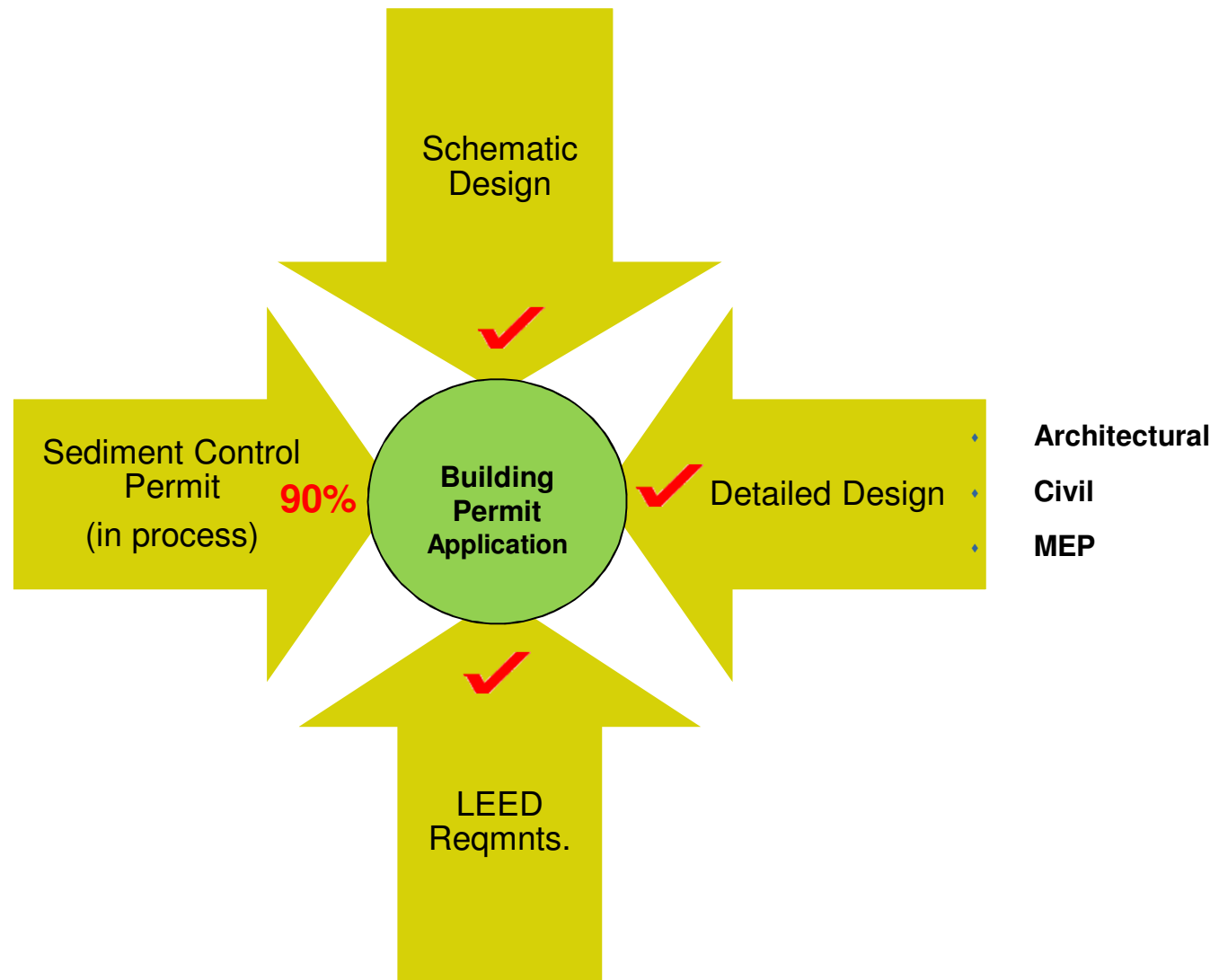




# Sediment Control Permit (SCP) (Break Ground)



# Building Permit Application





# Master Plan Funding Status

<b>PROJECTED COST TO COMPLETE PH. I&amp;II:</b>	<b>\$ 5,930,000</b>
<b>PROJECTED COST TO START PH. I:</b>	<b>\$ 1,200,000</b>
<b>CASH IN HAND - April 30, 2011:</b>	<b>\$ 1,349,780</b>
<b>CASH REQUIRED TO START LAND DEVELOPMENT:</b>	<b>\$ 0</b>
<b>SPENT TO DATE</b>	<b>\$ 246,089</b>
<b>CASH REQUIRED TO COMPLETE PH. I&amp;II:</b>	<b>\$ 4,334,131</b>



# Master Plan Fundraising

- ♦ Please make the completion of ICM Master Plan as one of your personal goals. ICM BOT alone cannot achieve this goal.
- ♦ **Fundraising Strategy**
  - Solicit donations from individuals and businesses through fundraisers. Currently Master Plan account has more than \$1.3 Million.
  - Sayed Naved led a successful effort to secure \$75K grant from Department of Homeland Security.
  - Ashfaq Dawood is still leading the effort to raise \$1.25 Million in Qard-e-Hasanah.
  - Continue to sell burial sites at Al-Firdaus Memorial Gardens to individuals, groups, & organizations.
  - Need volunteers to raise funds among family and friends.
  - Reach out to communities and Islamic organizations ISNA, IDB, CAIR.
  - New PR campaign to raise awareness.
  - Dedicated web site for Master Plan.
- ♦ **Fundraiser Events**
  - To kick-off the new phase of fundraising activities, a fundraiser will be arranged as soon as the land development permit is secured.
  - Ramadan FR will be held on August 6, 2011 at Bohrer Park.
  - Plan to have another year-end FR for 2011, Insha'Allah.
















# Communications

- ◆ Kicked off a phased approach to upgrading IT infrastructure
- ◆ Started improvements to the look and feel of the web site as well as improving some of the user interface functions
  - New web site rolled out earlier this year
- ◆ Identified two part-time positions for managing web site contents and providing network and electronic security administration
  - Have hired Maksud-ul-Haque as the network administrator
- ◆ Among other things, this year's plan includes upgrading servers



## 2010 Objectives – Score Card

- ♦ Break ground for the Master Plan construction within the third quarter of 2010 
- ♦ Complete all necessary repairs, renovation, and upgrades to the Masjid 
- ♦ Expand Masjid and Dawah committees, and revive Sisters Committee 
- ♦ Analyze and address issues related to student retention and quality of academics in Sunday School 
- ♦ Manage all upcoming phases of the Master Plan construction according to well defined plans and schedules 
- ♦ Put into action the approved fundraising strategy 
- ♦ Define and develop all required procedures necessary to facilitate and support ICM operations according to the approved By-laws 
- ♦ Continue improvements to the accounting & administrative procedures 
- ♦ Establish ICM calendar of events 
- ♦ Continue updates to the By-laws to strengthen ICM's vision, objectives, and operations 
- ♦ Monitor areas with projected shortfall in the budget 
- ♦ Support and Expand youth activities 
- ♦ Develop a phased approach to IT infrastructure upgrades (server, LAN, website, communications) 

**38%-Good Progress; 31%-No Progress; 31%-Not Enough Progress**





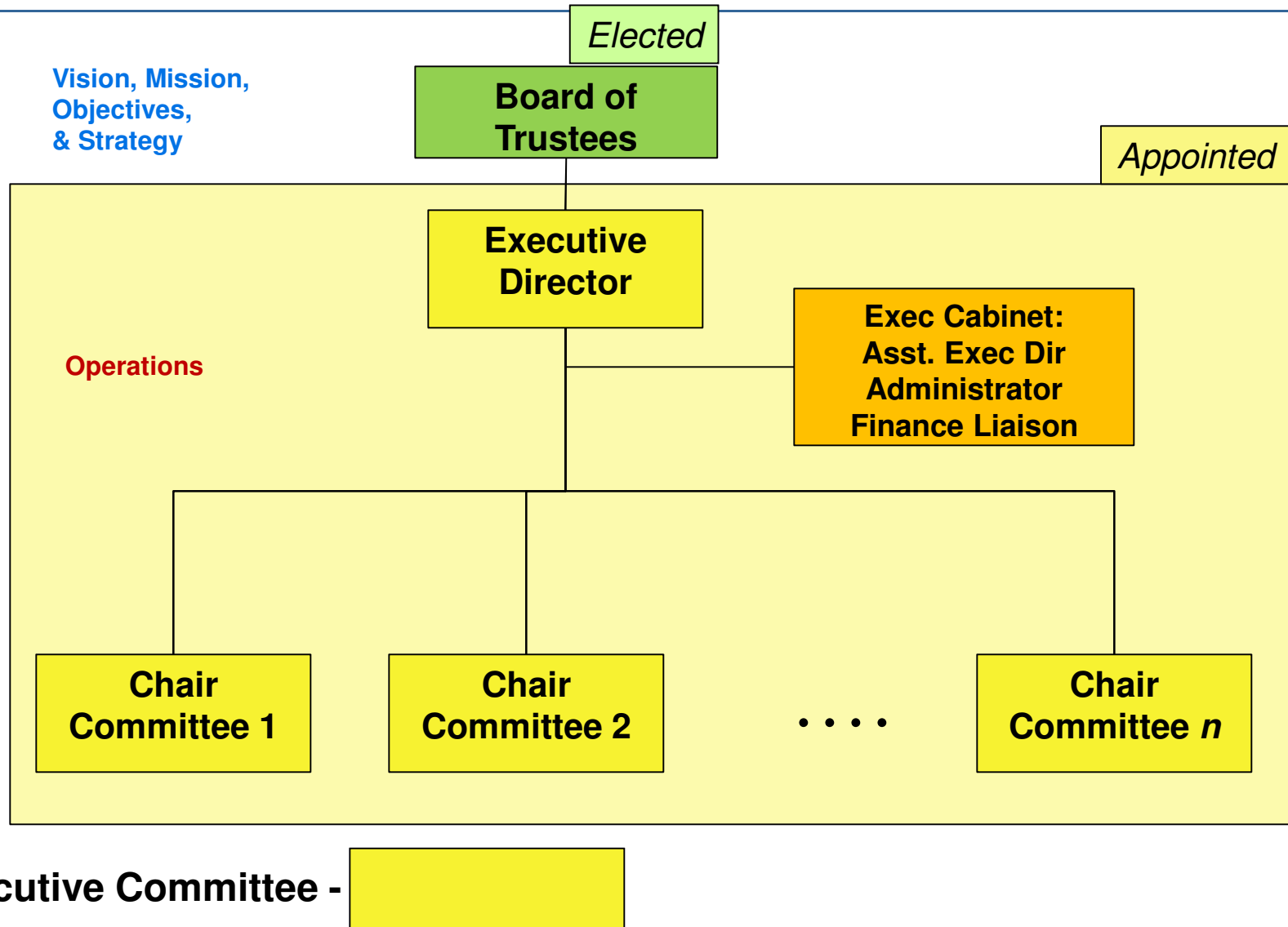


## Objectives - 2011

- ♦ Review and implement fundraising strategy for Master Plan
- ♦ Prepare and implement well defined plans and schedules for all upcoming phases of the Master Plan development and construction
- ♦ Start land development for Master Plan construction
- ♦ Actively seek and hire an Imam according to the approved criteria and qualifications
- ♦ Establish Advisory Council based on the guidelines provided in the By-laws
- ♦ Provide support and strengthen the Executive Cabinet and Committee
- ♦ Complete required operating procedures necessary to facilitate and support ICM operations according to the approved By-laws
- ♦ Conduct formal audit of ICM finances
- ♦ Continue improvements to the accounting & administrative procedures – create fully trained & capable alternate / backup accounting support
- ♦ Programs and Committees:
  - Expand Masjid committee and programs
  - Restructure Dawah & Outreach as two functions
  - Revive Sisters Committee
- ♦ Sunday School: Administration, Curriculum adjustment, Student retention
- ♦ Complete approved repairs and planned renovation / upgrades to the Center
- ♦ Continue implementing IT infrastructure upgrades (server, LAN, website, communications)



# Executive Committee Structure





## Executive Cabinet & Committee

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- ◆ Following members will be appointed by the new Board:
  - Executive Director
  - Assistant Executive Director
  - Financial Liaison
  - Administrator: M. Aslam in his role as the ICM Administrator fills this position



## Ratification of Updates to By-laws

- ♦ May 2010 version of the ICM By-laws updated to include the following changes
  - Fixed some ambiguities and loopholes
  - Revised clauses for appeal process
  - Adjusted text elsewhere to align with the above mentioned changes
  - Called out establishment and maintenance of ICM Operating Procedures
  - Fixed format, spelling, grammar, and style
- ✓ ♦ If ratified, the changes (along with any approved modifications) to become permanent
- ♦ If not ratified, governing structure and associated responsibilities outlined in the 2010 version of the By-laws remain unchanged and intact (except for any approved changes) and the Board to proceed as per GB's directions



## Q & A

# Elections

- ♦ Election Committee Report
- ♦ Two Board Vacancies - two-term period expires today for:
  - Iqbal Yousuf
  - M. S. Khan
- ♦ Nominees **Syed A. Bokhari and Taher Elkoshairi were elected unopposed**
- ♦ Election of Election Commissioner for 2012  
**Syed Rafat Husain elected for 2012**



## Upcoming Events

- ◆ 5/27-7/29 – “In Awe of Almighty - 99 names of Allah”
- ◆ 6/4 - Khateeb Workshop
- ◆ 6/19 - Sunday School Graduation
- ◆ 6/23-6/25 – Visit by Sh. Taha Hassane
- ◆ 7/16 - Community Yard Sale
- ◆ 8/6 - Ramadan Fundraiser
- ◆ 8/14 – Interfaith-neighbors Iftar
- ◆ 10/1 - International Food Festival
- ◆ 10/8 - Hajj Workshop
- ◆ 11/27 - Hajji Welcome Back Luncheon