



In the Name of Allah, the Beneficent, the Merciful
MCA Executive Board Meeting Minutes

Date: Tuesday February 25, 2020

Location/Time: MCA Board Room, 7:00 pm

Members present: Khaled Hamade, Naeem Ansari, Wael Ashmawi, Lubna Shaikh, Syed Reza, Muhammad Al-Shehabi, Raziuddin Mohammad

Members absent: Fouad Khatib

Other Attendees/Guests: Sister from women's committee

Proceedings:

- Election Committee
 - Altaf Khan, Ahmed Hassan ElZein, Bulland Malik, Tushan Rahman (Chair), Marwa Ahmed
- Notre Dame students visit Wednesday
- Mother's room layout proposal from women's committee
 - Board agreed to the use proposed by the committee and advised the committee to work with the existing halaqa groups to figure out alternate space for the halaqas
 - EB will review the arrangements made with the current users in two weeks
- Website, clarification on web admin email
 - Talk to IT committee members and understand the situation, what happened and what is the current risk, and invite him for discussion and try to resolve the issue with web administration. (AI: Syed to discuss with IT committee)