



In the Name of Allah, the Beneficent, the Merciful

MCA Executive Board Meeting Minutes

Date: Tuesday, November 12, 2019

Location/Time: Maryam Hall, 8:30 PM

Members present: Fouad Khatib, Wael Ashmawi, Raziuddin Mohammad, Lubna Shaikh, Mohammad Al-Shehabi, Syed Reza

Members absent: Khaled Hamade

Other Attendees/Guests: Abdullah Ibrahim

Agenda:

- Committee assignments
- Board updates

Proceedings:

- MCA complied with the State Board requirement of notification of change of officers of the Association. Next Compliance reporting is due in December
- Youth Room
 - usage: groups using the room do not put back the furniture in original place. Need an inventory of programs that use the room, and make sure the users leave the room in pre-use configuration
 - Door: can be pushed open. Broken in several times. Br Fouad will discuss with BoT Chair for stronger replacement
 - Credit card for youth committee related purchase: approved before, need to follow up to get the card – purchases subject to the policy guidelines for approval applied to other purchases
- Board approved formation of the following committees
 - Funeral Committee – Arifuddin Ahmed (Chair), Abdur Rahman, Mohammed Ibrahim, Adem Osman, Dr Aejaz Ali
 - Zakat Committee – ANM Hassan (Chair), A Motin Bhuiyan, Kadar Ibrahim, Mohammed Abdul Razzack, Abdi Farah, Naeem Ansari, Abdulqawi Hazari