



*In the Name of Allah, the Beneficent, the Merciful*

## MCA Board of Trustees

### Meeting Minutes

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**Date:** 08-17-2020

**Location:** Google Meet

**BOT Members present:**

Mustafiz Choudhury, Faisal Ahmed, Azeem Syed, Ahmed Hamud, Mohamed Mostafa

**Board Members Absent:** Junaid Shaikh, Abdur Rahman

**Other Attendees:** None

Meeting began at ~9:00pm

Meeting adjourned at ~9:50pm

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- ✓ **Call to Order**
- ✓ **Statement of Values**
- ✓ **Roll Call**
- ✓ **Confirmation of Quorum**
- ✓ **Approve Previous Meeting Minutes**

- **Hope Lease:**

- **Action Item:**

- Mostafa to check if any rent payment has been missed since March and specifically if the August, 2020 rent has been paid (in light of fact that the lease expired at the end of July, 2020 until it was renewed recently).

- **GIS MCA Maintenance Agreement:**

- **Action Item:**

- Faisal will draft a simple BOT-GIS MOU documenting the sharing of GIS Maintenance expenses.

- **General Body Meeting (GBM) Report:**

- **Discussion:**

- Faisal will create an initial report (Word document as well as .ppt slide deck) with place holders for respective Board members to fill in their respective sections.

**Action Items:**

Mustafiz will contact Br Adil to get updates on MCA Expansion and Masjid Noor Exterior projects for inclusion in the GBM presentation and report.

Mostafa will compile the Financial Report for the report.



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## **MCA Board of Trustees**

### **Meeting Minutes**

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- Adjournment
  - Next Meeting
    - Monday Aug 24, 2020 at 8:45 pm