



**Muslim Community Association of the San Francisco Bay Area (MCA)
3003 Scott Blvd, Santa Clara, CA 95054**

BOT Meeting Minutes December 12, 2019

Bismillahi Rahmani Rahim...

BOT Members Present:

Mustafiz Choudhury, Mohamed Mostafa, Ahmed Hamud & Junaid Shaik (by phone)

Board Members Absent: Abur Rahman, Azeem Syed, Faisal Ahmed

Other attendees: None

Meeting Started: **8:43 PM**

Meeting Adjourned: **10:43 PM**

Devon Bank Financial Report: Br. Mohamed requested all BOT members to review the document one more time before sending it. Br. Mohamed also said that the information in the report will be submitted to the finance office who will then submit it to the Devon bank. Also in the email to the Devon Bank, Br. Mohamed and br. Mustafiz will be *CCed* for record keeping.

MCA Expansion Transition Plan for Permit: Br. Mustafiz Will go ahead and send the content of the email dated Dec. 12 at 2:48 PM 2019 to Br. Adil. Br. Adil is expected to provide all the requested information in that email. Br. Mohamed reminded Br. Mustafiz to not forget to tell Br. Adil to notify all the relevant city departments that henceforth Br. Adil will be in charge of the permit and planning process of the MCA 3.0 task.

Joint board meeting: Br. Mustafiz mentioned the upcoming joint board meeting next Tuesday Dec 17 at 8:30 PM. Br. Mustafiz requested BOT members to think about what other agenda they should bring up into that meeting.

Semi_annual GBM: As the MCA constitution requires, we agreed that BOT members should prepare for the GBM presentation in the next meeting.

EB requested regarding mice control: It was agreed in the BOT meeting that since we are planning to begin a renovation project to the playground and for that reason, it's not recommended to spend money on the replacements of the playground tiles. BOT also agreed that Br. Mustafiz should send an email to the EB and notify them that they should handle this as part of their general facility maintenance tasks. They should call a commensal rodents control companies to clean the affected areas.

Hope incident: Br. Mustafiz mentioned in the meeting that he had already discussed this issue with Br Khalid and Br. Fouad about the hope incident. Also BOT members agreed that Br. Mustafiz will send an email to EB to accept the hope incident as an EB's responsibilities and they should also follow up this incident as this might have the possibilities of impacting on our permit process of MCA 3.0 in the future.

Ramadan plan request: Br. Mustafiz said It is too early to give a proper response on whether we could let the community *iftar* use the MCA 3.0 during Ramadan. We are not sure if the roof project preparation might commence around that time or not.

Masjid Noor; invoices: BOT members who were present and on the phone agreed to give the Masjid Noor's Contractor an amount of \$10K from the remaining \$60K as they requested.

CIF request: Br. Mohamed told Br. Junaid Shaikh to come back with a proposal regarding the CIF information request.

Jay Street Parking: BOT suggested that Br. Mustafiz and Br. Fouad both should following up the status of Jay street parking request from the city before the month of Ramadan.

Closing of the Meeting: The meeting closed at 10:43 PM