



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

## **MCA Board of Trustees Meeting Minutes**

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**Date:** 10-05-2020

**Location:** Google Meet

**BOT Members present:**

Mustafiz Choudhury, Faisal Ahmed, Azeem Syed, Mohamed Mostafa. Abdur Rahman & Junaid Shaikh.

**Board Members Absent:** Ahmed Hamud

**Other Attendees:** Fahim Ahmed, Gulled Roble

Meeting began at ~7:40pm

Meeting adjourned at ~9:00pm

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

- **External Lightning:**

- **Decision:**

BoT approved the change (replacement and conversion to LED) of 87 lights (including all safety lights) as proposed by Gul from Brighton energy subject to the following conditions.

1. All costs are covered in the proposals and there are no additional or hidden costs for material or labor
2. This covers all lights inside MCA and we shouldn't hear next year that there are more lights to be replaced

- **Compactor:**

- **Action Item:**

Gul will provide an update and a recommendation after consulting manufacturers and repair specialists regarding replacement or repair of the compactor.

- **Khalil Centre Rent:**

- **Action Item:**

Junaid & Sr Christine Chase will introduce Mostafa to Khalil center owners to continue the discussion with respect to arrears of rental payment by the center. Mostafa will try to get in touch with Khalil center owners and hear their position regarding non-payment of rent



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- **Cafeteria Lease:**
  - **Discussion:**

Azeem Syed updated on discussions and negotiations with Kabab & Curry on Lease renewal.
  - **Action Item:**

Ahmed Hamud and Azeem Syed will continue negotiations with Cafeteria Owner (Br. Usman) and email the Lease Agreement Amendment document after circulating in within the BOT
  
- **MCA Expansion CUP UPdate:**
  - **Discussion:**

Mustafiz provided an update regarding some of the recent discussions that Br. Adil had with the city planner. Br. Adil had a discussion with the Director of Transportation and explained how traffic is planned to be managed with staggered pick up and drop off of GIS students. The Director requested MCA to update the narrative with some clarifications which Br. Adil will do. We'll run the revised documentation by GIS also.

Br. Adil also received some comments from the Fire department forwarded by the planner. He will set up a meeting with that department and review their comments and inputs real time.
  - **Action Item:**

Mustafiz to invite Br. Adil to the next BOT meeting and ask him to send an email update regarding the CUP application every 2-3 weeks
  
- **Endowment:**
  - **Action Items:**

Junaid to circulate to the BOT a write up on the status of his work regarding setting up MCA's Endowment fund
  
- **Adjournment**
  - **Next Meeting**
    - Tentatively - Monday Oct 12, 2020 at 7:30 pm