



In the Name of Allah, the Beneficent, the Merciful

MCA Executive Board Call Notes

Date: Tuesday March 31, 2020

Location/Time: Google HangOut Call, 7:45pm

Members on call: Fouad Khatib, Khaled Hamade, Naeem Ansari, Wael Ashmawy, Lubna Shaikh, Mohammad Al-Shehabi, Syed Reza

Members absent:

Other Attendees/Guests:

Agenda/Proceedings:

- Janitorial and Custodial contract update
 - Board approved a negotiated payment of \$5,000 per month during the period of lockdown. The schedule of tasks will be prepared by the facility manager
- Reimbursement of expense submitted past the required timeline
 - Board approved reimbursement of Saturday breakfast expenses from months ago