



In the Name of Allah, the Beneficent, the Merciful

MCA Board of Trustees Meeting Minutes

Date: November 9, 2020 (Monday)

Location: Zoom

Meeting began at ~8:00pm and adjourned at ~10:00pm

BOT Members present: Mustafiz Choudhury, Mohamed Mostafa, Shabeena Ahmed, Faisal Ahmed, Syed Fahim Ahmed, Ahmed Hamud, Gulled Roble

Board Members Absent: None

Other Attendees: Br. Adil

* There were some technical difficulties with zoom. The MCA calendar did not reflect the correct start time and BOT members got the message that there was another meeting in progress at the same. This was an Open meeting and Sr. Shabeena will work on the issues to avoid such situations in the future.

1. Approval of Minutes

- Minutes of the BOT meeting #1 held on Oct 29 were approved
- Minutes of the working session #1 held on Nov 2 were approved
- There was a discussion on the approval of minutes of working sessions in an open BOT meeting resulting in the following conclusions:
 - Minutes of working sessions may be approved via email
 - If there are major items, then those will be added in the next BOT meeting. For example, the following item from the 11/2 working session is documented in the meeting minutes of this BOT meeting

2. Presentation by Br. Faisal on Facility Insurance (from working session #1, 11/2/2020)

Br. Faisal presented the details of the current Insurance policy (Church & Casualty) of the facility. Insurance premium is around \$65K per year, of which \$40K has already been paid. An amount of \$25K is remaining, which needs to be paid immediately. If a lower premium is negotiated, then adjustments can be made later.

Action Item 1: Br. Faisal to get clarification from Beckie of C&C regarding premium amount and share insurance premium quotations to BOT for reference.

Action Item 2: Br. Faisal to place the presentation in the shared folder.

Action Item 3: Br. Mohamed will arrange to pay the insurance premium ASAP.



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3. Endowment Plans

Br. Fahim updated regarding endowments. He has met Br. Manzoor from IMRC to understand how they have structured and managed endowments, both permanent and quasi. Also, Br. Fahim plans to talk to a brother from Houston and another individual from Zaytuna Institute. He will consolidate a plan and present in the next meeting.

4. Tax Update

Br. Mohamed updated that the tax returns have been submitted last Friday. Both federal and state taxes have been e-filed. There are some questions by Br. Mustafiz which has been sent via email.

5. Fundraising

Br. Mohamed notified the BOT about a planning session for fundraising, where he plans to have members from both BOT and EB.

- Plans are still on progress and Br. Mohamed will update.

6. MCA Loans – Potential for Consolidation

Br. Mustafiz suggested again (many of which have been proposed by other community members and discussed and analyzed by BOT earlier whether) we can look at opportunities to refinance, consolidate our loans and to explore if there are options which will result in total loan servicing cost of MCA to be lower

- Br. Mustafiz sent an email with more details to Br. Mohamed & Br. Fahim

7. Update on Permit

Br. Mustafiz updated on the status of the permit application (CUP). Br. Mustafiz arranged for Br. Adil to join the meeting and give an update to the Board. Br. Adil (Planning & Design Consultant) elaborated on what has been achieved so far and what remains to be done. He gave details about each department. Overall,

- Water has been approved and SVP is nearly approved
- Police, community parks & recreation, mass notifications, and shelter in place need to be done
- Fire, transportation, engineering, and planning - these are areas that also need to be completed



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Members asked Br. Adil about the targeted timeline. Br. Adil mentioned that we may have to slide the timeline by a few weeks (4-6 weeks).

8. Objectives and Goals for this term/coming year

Objectives/goals of BOT for the upcoming year will be set. Each member can email objectives and goals in their respective areas to Br. Mustafiz and BOT as well.

- A doc will also be created for the purpose and shared with members and members will come up with a plan together.

9. Parking Issues

Parking has been an ongoing issue.

- There is an existing inventory listing possible parking spaces during times of high traffic, like Jumma and Tarabih.
- Br Faisal and Br. Gulled will work further on the inventory to explore newer streets.
- Options of having MCA's own security personnel during high traffic times will also be explored.

10. Next Meeting

Nov 23, 2020 (If working session needed it'll be held on Nov 16)