



In the Name of Allah, the Beneficent, the Merciful

MCA Board of Trustees Meeting Minutes

Date: July 13, 2021 (Tuesday)

Location: Zoom

Meeting began at ~9:00pm and adjourned at ~10:30pm

BOT Members present: Mustafiz Choudhury, Mohamed Mostafa, Shabeena Ahmed, Faisal Ahmed, Gulled Roble*
*Joined ~9:15

Board Members Absent: Ahmed Hamud**, Syed Fahim Ahmed [**Due to overseas travel]

Other Attendees: None

1. Approval of Minutes

Minutes of the Open Meeting #16 held on June 29 were approved.

2. Endowment (Back-end) Updates

Br. Mohamed has updated the Board that a new account will be created under BOT with CHASE Bank for Endowment transactions.

Br. Mohamed is still working on the online donation (drop down option) to be included in the website for the Endowment.

Action Item:

Br. Mohamed will confirm the details of the Bank account and the online payment option as and when he has more details.

3. Fundraising split/updates

Br. Mohamed has updated the Board, as updated earlier that ~\$800K has been raised in the combined fundraising for Ramadan of this year. As EB needs money to pay salary, etc; board members have agreed to do a 50-50% split for this year, instead of the 70-30% (BOT-EB) that is generally done (exception was last year for which 80-20% was agreed in a JB last year). It is not favorable to break the precedent, as EB has not yet detailed the rationale so far. Br. Mustafiz will discuss this with Br. Nadeem and bring the matter to the JB. The 50-50% split is agreed for this year only and will revert back to 70-30% next year again.

Action Item:

Br. Mustafiz to discuss the matter with Br. Nadeem.

4. Devon Bank Update

Br. Mustafiz has updated the Board that Devon Bank is considering combining the CIF and existing Devon Bank loans and consolidating into one loan to be repaid in a shorter duration. They are looking for some additional documentation,



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like insurance, etc. The MCA rep. (Br. Shakeel Khan) has informed that one of their lending officers will be in town later this week. Br. Mustafiz will arrange for a meeting with the officer.

Action Item:

Br. Mustafiz will update the board as and when he has more details.

5. Quick update regarding CUP application

Br. Mustafiz updated the Board that he has arranged for a meeting with Jeff (the previous city planner, who is currently dealing with the MCA CUP), together with Br. Adil will meet in a day or two, to express concerns, including the timeframe, etc. Jeff will be going on vacation starting next week. In the meantime, some concessions have happened and Br. Adil will send written updates regarding those.

Action Item:

Br. Mustafiz will update the board as and when he has more details.

6. Email from Br. Osman of GIS Update

There has been another email in the thread from Br. Osman K (dated June 24 as discussed in the previous meeting) regarding the schedule change for GIS on Fridays.

Proposal: Make Fridays half days for GIS students

Students will leave the premises and will clear the parking lot by 11:45 am. The Board approved the proposal as that will help the traffic congestion during Jumma on Fridays at MCA.

Action Item:

Sr. Shabeena to communicate to Br. Osman regarding the approval of the schedule change.

7. GIS HVAC Update

Br. Faisal updated the Board that AC7 & AC10 are repaired as of July and are functioning and there is no problem. Br. Faisal is in discussion with the GIS Board regarding the control system and the pros and cons for having control for each classroom instead of the centralized control. There is a cost of ~63K involved if the central control is to be changed to individual classrooms, of which GIS will pay 2/3rd of the amount.

Action Item:

Br. Faisal to communicate to the GIS Board all the pros and cons of the control change and will update the Board (BOT) of their (GIS Board) decision.



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8. Topic for next meeting

Preparation for AGM (Working Session)

9. Next Meeting

July 22 (Thursday), 2021 @ 9 pm (as July 20, Tuesday is Eid)