



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

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

**Date:** June 29, 2021 (Tuesday)

**Location:** Zoom

Meeting began at ~9:00pm and adjourned at ~11:15pm

**BOT Members present:** Mustafiz Choudhury, Mohamed Mostafa, Shabeena Ahmed, Faisal Ahmed, Syed Fahim Ahmed

**Board Members Absent:** Ahmed Hamud\*, Gulled Roble [\*Due to overseas travel]

**Other Attendees:** None

### **1. Approval of Minutes**

Minutes of the Open Meeting #15 held on June 22 were approved.

### **2. Updates from Previous Items**

#### **Facility Update**

Br. Faisal updated the BOT that the Women's Committee reached out and requested to use MCA 3.0. Since there is no use permit from the city and liability insurance coverage for such activities, BOT has to decline such request. We'll advise EB should reach out to BOT officially if they need to use MCA 3.0 for a specific reason and understand and accept the risk associated with such usage.

#### **K&C and Rumman Cafe Rent**

BOT is in discussion with K&C and Rumman to get back to the normal terms of the contract. Br. Nadeem has confirmed with Br. Mustafiz, that since last Friday, access to both cafes have been opened up similar to pre-pandemic levels.

#### **Action Items:**

1. Br. Faisal to communicate with K&C
2. Sr. Shabeena to communicate with Rumman

### **3. Email from Br. Osman of GIS**

There was an email from GIS (from Br. Osman K dated June 24) regarding schedule change on Friday. BOT discussed the email, and is waiting for clarifications on the several emails that have been sent on that thread.

**Action Item:** Br. Mustafiz and Sr. Shabeena to communicate with GIS regarding the schedule change mentioned in the email, and also communicate to the GIS Board regarding related items.



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### **4. Endowment**

Br. Fahim has been working on the Endowment proposal and updated the board regarding the work done so far. He has taken feedback from community members who have prior knowledge on the endowment work in different institutions. Several options regarding the framework of the new Endowment entity and board/governance structure of the body were discussed. Board members had questions and suggestions which will be sent via email to Fahim so that all the questions can be addressed. In the meantime, the board approved that the Endowment fund (under current MCA umbrella) will be included in the website and the drop down option for donation to endowment fund will be included in the website. This will allow community members to make payments/contributions to the endowment fund.

#### **Action Items:**

1. Br. Mohamed will confirm the details of payment that can be made in the website
2. Br. Fahim will update the board after addressing the questions of the board members.

### **5. Preparation for GBM**

Board discussed the need to make preparations for the AGM. The presentation slides that have been prepared for the semi-annual GBM can be used to get started. Each BOT Secretary will input the data and get ready so that members can run through the data well in advance of the AGM.

### **6. Tentative Topics for next meeting (carried forward from this meeting)**

The two remaining items from today's meeting

- Fundraising split/updates (Br. Mostafa)
- Preparation for AGM

### **7. Next Meeting**

July 13, 2021 @ 9 pm