

MINUTES

Property & Building Committee of Darul Arqum Islamic Center

Date | time 3/4/2017 8:00 PM | Meeting called to order by Br. Nusran

1. Attendance

Brs: Ahmed Ismaiel, Mohammad Baji, Talmoust Soufiane, Fikri Kucuksaycigil, Mohamed Ali, and Naufer Nusran attended the meeting.

(Brs: Saleem Baig, Ahmed Abdalla, Mohammad Rashid, Dazzie Alimamy Conteh, Ibrahim Khalaylih were excused)

2. Office bearers

The following office bearers were appointed with unanimous agreement among the attendees:

P&B committee chair: Br Ismaiel, Vice-chair: Br Mohammad Baji, Secretary: Br Nusran, Treasurer: Br Nusran

3. Agenda items and remarks

1. Relevant sections in the ByLaws: Quickly went through the Sections 12.1 and 12.6 for an orientation.
 2. Committee officers: Appointed unanimously. (See above)
 3. Masjid key: Quickly went through the guidelines and current procedure.
 4. Issues about cleaner: It was discussed that the Janitor appointed by *Habhab's* does not perform a satisfactory job. Therefore, P&B committee highly recommends (with unanimous agreement) for replacement of this duty. Br Soufiane suggested/confirmed with a candidate for taking over these duties. Since this involves discontinuing of a current service, P&B committee requests the DAIC BoD's approval and assistance.
 5. Lawn maintenance: The committee unanimously agreed upon having *Quality Lawn Care LLC* (grass cutting) and *Cats Tree Service & Lawn Care* (Chemical weed control) to continue their services this year (2017) as well. Br. Saleem Baig confirmed with the two businesses on this regard.
 6. Bulbs replacements: Few bulbs in the musallah hall are burnt out, ie. Need to be replaced. One option is replacing all with energy conserving LED bulbs. Another advantage of this would be the almost instantaneous switching time. P&B committee appreciates the inputs from Br. Ibrahim. Br Nusran will follow up on this regard. Introducing motion detection for auto switching of lights in the basement was suggested by Br. Ismaiel.
 7. Concerns with basement non-carpeted area: This was a follow up with the recommendation of the BoD as documented on the 01/13/2017 BoD meeting minutes' item #1. The relevant statement is quoted here: *"Use the existing carpet as the first option, if not then the "floating interlock" vinyl or wood."* Brs: Soufiane and Nusran will follow up with this.
 8. Concerns with Janasa Buiral Space: Br Soufiane brought up his concerns about his observation of missing burials. Brs: Nusran, Baji, and Soufiane will have a visit to the burial space at the earliest convenience to inspect the matter.
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End Remarks

Motion to adjourn was made at 9:00 p.m. and was passed unanimously. Minutes was finalized and unanimously approved by the P&B Committee on 03/10/2017 and respectfully submitted by Br Nusran.