

بِسْمِ اللَّهِ الرَّحِيمِ الرَّحْمَنِ
Darul Arqum Islamic Center
Monthly Board Meeting
Wednesday, November 10th, 2021

Date: November, 10th 2021 (Wednesday)

Time: 6:30 p.m.

Location: DAIC and Virtual Meeting Link:

<https://iastate.webex.com/iastate/j.php?MTID=m6bfabf55fe023410940c480d2afa604d>

Attendance:

	Board Member	Role	Attendance
1	Ashfaq Khokhar	Chair	Present
2	Saleem Baig	Vice-Chair	Present
3	Sondoss Elnegahy	Secretary	Present
4	Mohammed Rashid	Treasurer	Present
5	Mohamed Ali	Da'wa and Religious Affairs Committee	Present
6	Kylie Anderson	Social Affairs Committee	Absent
7	Mosleh Uddin	Educational Affairs Committee	Present
8	Salman Maqsood	Public Relations Committee	Present
9	Yasir Obeid	Property and Building Committee	Absent
10	Vickie Mujeeb	Women Affairs Committee	Present

Agenda:

- 1. Approval of previous meeting minutes**
- 2. Reports from every BoD on their understanding of their roles and suggestions for any editing needed for their roles**
- 3. Discussing a Financial Assistance application**
- 4. Deciding on Br Siddique's suggestion of in-person program**
- 5. Assigning Sub-committees**

Meeting Minutes:

- 1. Approval of previous meeting minutes**

All meeting minutes has been approved except for one item. Due to Isha prayer timing would cut the meetings, a decision has been made to change the meeting time from 6 pm to 7:15 pm.

2. Reports from every BoD on their understanding of their roles:

Education Committee

- Br Mosleh, Liaison Educational Affairs Committee, pointed out the committee's duties are mainly all matters concerning Islamic School, including create Islamic teaching syllabus. However, Br Mosleh suggested that this committee should handle education affairs beyond children's Sunday school. No objections for this suggestion by the attending BoDs.
- Educational Affairs Committee members have not been confirmed yet.
- **Action item:** Br Mosleh will bring a proposal to the board for approval by next meeting. A collaboration with the Imam should take place since it is part of his job duties.

Da'wa and Religious Affairs Committee

Br Mohamed indicated that committee's duties include the following:

- Conducting Halaqas
- Help Treasurer distribute Zakat money appropriately
- Finding alternative leader for daily prayers when Imam is not present
- Engage in Da'waa activities, e.g. reach out to Churches, connecting with Muslim Student Association, visiting Muslims in prison, etc.

At this point, there was a discussion of how there is an overlap between the outreach in the community for Da'wa and the Public Relations Committee duties. This has opened a further discussion of how the board needs to have a broader view for the goals of DAIC both short term, i.e. this year, and long term, i.e. the next 5- 10 years. Therefore, the Chair has requested the following **action items** from every BoD:

- a. Every BoD should think of at least 3 items that contribute to the Vision of DAIC that they wish to see being achieved at DAIC whether short or long term plan.

2) Every Liaison of a committee should bring a plan for this year which can be represented in the form of a list of activities/events conducted by this committee. Liaisons are expected to have formed their committees in the meantime.

3. Discussing a Financial Assistance application:

A check of \$1000 from the Zakat funding has been approved and issued immediately after the meeting. Generally, the BoDs agreed that individual reach out for helping the applicant would be best alternative.

4. Deciding on Br Siddique's suggestion of in-person program

- Approved by all attending BoDs as long as DAIC's COVID19 policies is followed
- It was recommended that Br Siddique would join social committee for better arrangement.

5. **Assigning Sub-committees** (e.g. Bylaws Revision, Imam contract editing, Imam Evaluation, COVID19 protocol at DAIC, etc)

- Moved to next meeting

Action items for next meeting:

- a. Education Committee: Proposal to be submitted for board review
- b. All Liaisons should complete forming their committees
- c. We need to review the roles again and bring a plan of activities for the year
- d. Every BoD should think of at least 3 items that contribute to the Vision of DAIC that they wish to see being achieved at DAIC whether short or long term plan.
- e. Every Liaison of a committee should bring a plan for this year which can be represented in the form of a list of activities/events conducted by this committee.
- f. PR committee: Assign roles for the different tasks needed for this committee, e.g. posting announcements, giving announcements before Friday prayer, etc.

Meeting adjourned