

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
Darul Arqum Islamic Center
Monthly Board Meeting
Wednesday, Jan 12th, 2022

Date: Jan. 12th, 2022 (Wednesday)

Time: 7:15 p.m.

Location: online via zoom

Attendance:

	Board Member	Role	Attendance
1	Ashfaq Khokhar	Chair	Present
2	Saleem Baig	Vice-Chair	Absent
3	Sondoss Elnegahy	Secretary	Present
4	Mohammed Rashid	Treasurer	Present
5	Mohamed Ali	Da'wa and Religious Affairs Committee	Absent
6	Kylie Anderson	Social Affairs Committee	Absent
7	Md 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

From the previous meeting

1. Ramadan management if no Imam was hired by then

Liaison of Da'wa and Religious Affairs Committee was not present to discuss this Agenda item

New items:

2. Updates regarding the action tasks set in the previous urgent meeting

On January 11th, the BoDs have conducted an urgent meeting to discuss the positive COVID10 case at DAIC. The following items were agreed upon during the board meeting:

1. DAIC will get the Islamic Center disinfected as quickly as possible -- first cleaning phase is already done!
2. DIAC will announce on all platforms that there has been a positive case in DAIC and will encourage the members to follow the DAIC and CDC guidelines.

3. DAIC will remove all the individual prayer rugs present in the main prayer hall. All the members attending the mosques will be required to wear the mask and bring their own praying rugs or use the disposable paper mats (masks and disposable mats are available at the front entrance of the center).
4. DAIC requests all members who have been in contact with the infected member to stay home for next 48 to 72 hours to ensure they are not contagious. If you do develop symptoms please stay home until you have fully recovered.

The following are the follow up action taken after the Jan 11th meeting:

- A message with the above points was posted on the website and sent to brothers and sisters WhatsApp groups.
- The rugs were removed from DAIC and only personal or disposable rugs to be used.
- DAIC was already disinfected by the time the message on the website was posted.

3. Confirmation from PR committee and Property and Management committee on forming their committees

Liaison of PR committee has received a list of interested members but is still in progress of forming the committee. Liaison of Property and Building Committee was not present to give updates in this committee.

5. Update from the Chair in regard to the Imam Search Committee

Br Ashfaq sent an email for all nominated members.

Br Salman will then send an email to all nominees once they confirm they approve to join the committee. The committee would be responsible of determining the Job Description and expected and preferred qualifications of our future Imam. The committee would also be responsible of the logistics of the search process and advertising, as well as arranging the candidates visit to DAIC. Once the committee presents a final list of recommended candidates to the board, the final offer and negotiations will be done by the board.

Speaking of Imam search and hiring, a discussion was opened regarding Br Yasir's recommendation, Imam Abdul Haqq. Since the Imam search committee is not ready yet to accept application to the positions, Imam Abdul Haqq can be invited for giving a Jumma Khutba. This can give a chance to community members as well as Imam search committee to meet with him but with no promises or commitments towards hiring. Once application for an Imam position is ready, Imam Abdul Haqq will be invited to apply.

Also, in regards to the Imam Search committee, Br Siddique, as a nominated member, would like to be excused from joining the committee. He'd love to help when needed but not as a member in the committee.

5. Report from Liaison of Religious Committee on recent Church members visit DAIC

Br Rashid relayed to the BoDs how did the visit go based on Br Mohammad's briefing. Surat Almrayam was recited to the attendees and answered a Q&A session was conducted. There was a discussion on how such visits should be organized to ensure effectiveness for such important visits.

Recommendations the BoDs decided on are the following:

- A template email reply would be sent to anyone who requests a visit that can elicit more information and, as a result, help the assigned committee for an efficient planning for the visit
- Committees liaisons in charge of arranging the visit must send the board their plan prior to the visit date

A side discussion was brought up regarding having a list of members of each committee available to the board as well as accessible on the website.

Action task:

- All Liaisons should send an email to Br Salman to update the website with the committees members list.
- Sr Sondoss and Br Salman will work on a reply email to be sent to incoming emails to the board.

Miscellaneous discussions:

On the website, we have only one BoDs picture. A recommendation is given to update the list of BoDs with their pictures.

A test was conducted on what emails is received by whom. It turns out there is a problem in receiving emails. Br Salman will check this issue.

6. Updates from any Liaison on their committee's progress (if any)

Br Rashid gave an update on the financial assistance application. Since the applicant speaks Arabic, Sr Sondoss will follow up with the applicant. Sr Sondoss will send an email to the BoDs to update them.

Sr Vickie brief the BoDs on the upcoming WAC event. Event is on Jan 29th. There is a limit on the capacity of attendees by asking for filling out a form to confirm attendance. The room takes up to 60 so the limit is set to be 25 people. Changes were made to the food offered from pizza to light refreshments only to limit the time of taking off the masks.

Since this event is not taking place at DAIC, there was a discussion on the need to make the masjid available and accessible for different events and gatherings. Also, a point was made that some community members occupy the small multipurpose room which makes other members uncomfortable to use the space. The BoDs agreed on the following action item:

- Building committee will put proper signage to remind all members of the proper etiquette of using the different rooms at DAIC

7. Discussion on DAIC's yearly plan suggestions from each BoD

Postponed Next meeting.

Motion to adjourn by Br Salman and second by Rashid