

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ
Darul Arqum Islamic Center
Monthly Board Meeting
Wednesday, Dec. 8th, 2021

Date: Dec 8th, 2021 (Wednesday)

Time: 7:15 p.m.

Location: DAIC

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	Present
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

Guests: Mahmoud Ghashash, Hasan Abdelkareem, and Salah Mahjoub

Agenda items:

1. Approval of previous meeting minutes (2 minutes)

2. Discussion of Imam's resignation: (30 minutes)

- Do any contract issues need to be considered?
- Temporarily prayer management until a new Imam is hired
- Ramadan management if no Imam was hired by then
- Hiring committee: Committee members, tasks needed for hiring, any suggestions from board members

3. Approval of education proposal (10 minutes)

4. Report from liaisons on forming their committees (5 minutes)

5. Deciding on additional meetings this month (3 minutes)

Meeting minutes:

1. Approval of previous meeting minutes (2 minutes)

Motion to approve the previous meeting minutes moved by Br Ashfaq; 2nd by Br Rashid; U

2. Discussion of Imam's resignation: (30 minutes)

There are 4 sub-items under Imam's Resignation item:

2.1 Contract issues that need to be considered:

2.2 Temporarily prayer management until a new Imam is hired

2.3 Ramadan management if no Imam was hired by then

2.4 Hiring committee: Committee members, tasks needed for hiring, any suggestions from board members

2.1) Contract issues that need to be considered:

The Chair started the conversation by explaining the status so far: BoDs have received an email from Imam giving his resignation without giving any reasons for the resignation or whether he is still in Sudan or back to the US. The Chair acknowledged the receipt of the Imam's resignation by replying to his email and informed him that the board will meet and get back to him.

The Chair then asked if anyone was able to contact the Imam and check that he is alright and his family since receiving his resignation while on a paid leave was worrisome. Br Mohamed said he contacted the Imam and was assured that he is still in Sudan and that he and his family are fine.

At this point, the Chair asked if the Imam is bound by a contract. Although there was a bit of confusion at the beginning for this point and Br Hasan even suggested that we should include an addendum to the By laws to have a clear cut contract, Br Rashid and Br Salman confirmed that there is a signed contract two years ago and that it has been renewed ever since. Therefore, the Imam is an employee at DAIC and bound by the 1 month notice that should have been given when resigning. However, the 1-month notice is not enforceable and is considered a well-known courtesy in any workforce. Sr Kylie pointed out that worst case scenario when an employee does not give the indicated notice in the contract, that employee is not hired again by the company/institution.

As a result, Sr Vickie moved a motion to Accept or reject the Imam's resignation and 2nd by Br Rashid.

Yea: Ashfaq Khokhar; Sondoss Elnegahy; Mohammed Rashid; Kylie Anderson; Mosleh Uddin; Salman Maqsood; Vickie Mujeeb

Nay: Mohamed Ali

Abstainee: Saleem Baig

Motion passed by majority: Resignation accepted.

Action Items:

- The Chair will write a draft letter and finalized by BoDs to be sent to the Imam.
- Br Salman will contact the Imam on a personal level to try to understand why he had decided to leave DAIC and for the board to know what they need to improve to avoid such a situation for next appointed Imam.
- Treasurer will issue the final salary check for the Imam and will contact him to see the best way to deliver it to him.
- PR committee will post on the website that the board has accepted the Imam's resignation.
- The Chair and Br Salman will give announcements on Friday prayer about Imam's resignation.

2.2 Temporarily prayer management until a new Imam is hired

Br Mohamed, Liaison of Religious committee, confirmed that there are about 6-7 brothers that signed up for leading a jamaat prayer for December and January. He also indicated that Br Siddique is contacting community leaders to alternate heading the Friday prayer.

Action item:

- BoDs asked Br Mohamed to add more people to ease the alternation among them in leading the prayers. In addition, Br Mohamed was asked to arrange for more months to come since the hiring process may take longer than a few months.

2.3 Ramadan management if no Imam was hired by then

2.4 Hiring committee: Committee members, tasks needed for hiring, any suggestions from board members

These two sub items were postponed for next meeting. First, Ramadan arrangement need further discussion. Second, as suggested by Br Mahmoud, the hiring process should be handled with urgency but cautiously.

3. Approval of education proposal:

Br Mosleh briefly explained the proposal of the Sunday School. The subjects proposed to be taught are as following: Arabic for reading Quran, Islamic history and Ethics, and Quran Memorization. Principle, teachers and assistant teachers have not been hired yet. Announcements for job positions will be posted soon.

Once principle is hired, the exact curriculum for each age group/level will be determined. The Chair asked regarding the cost on DAIC's funds but Br Rashid confirmed that the School has a separate bank account and that the cost has usually been covered by the enrolments fees.

Br Mahmoud asked regarding the salary paid for international students who may have issues with employment due to their visa status as students. Br Rashid explained that payments of less than \$600 do not require reporting to IRS. In addition, there has been suggestions for making alternative payment arrangements as necessary such as gift cards, honorariums and so on.

Motion to **Authorize Education Committee to begin the School planning as indicated in the proposal** moved by Br Salman. 2nd by Sr Vickie; U

4. Report from liaisons on forming their committees

Postponed for next meeting

5. Deciding on additional meetings this month

Next meeting was decided to be on **Dec 15th at 7:15 pm at DAIC** with the possibility of further weekly appointments.

Motion to adjourn moved by Br Salman and 2nd by Br Rashid; U

Amendment:

Section 2.1:

It was discussed that PR committee can post on the website that the board has accepted the Imam's resignation but it was not set as an action item.