



In the Name of Allah, the Beneficent, the Merciful

MCA Board of Trustees Meeting Minutes

Date: March 01, 2021 (Monday)

Location: Zoom

Meeting began at ~8:00pm and adjourned at ~9:30pm

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

Board Members Absent: Gulled Roble

Other Attendees: Community members

1. Approval of Minutes

Minutes of the BOT Open Meeting #8 held on Feb 1 were approved.

2. GIS Stock Donation

Over the last ~2 years, BOT received approximately \$75K of stock donations intended for GIS. Based on the fact that GIS has been making their payments per the BOT-GIS MOU for a few months, the Board approved the funds to be transferred to GIS upon Br. Mostafa's recommendation.

Action Item Br. Mostafa to communicate to GIS regarding the payment.

3. Khalil Center Lease

There has been a request from Khalil Center for termination of the contract/lease agreement. Board discussed the item and details are in the confidential section.

Action Item Br. Mostafa to discuss the options with Khalil Center.

4. Facility Expense Approval System

The facility expense approval system requires some training before one can use and operate it. Br. Faisal will work on documentation & related information to be provided to users for easy access and usage.

Action Item Br. Faisal to work on the documentation of the approval process.

5. Rumman Cafe Request

As per an ongoing communication, Rumman Cafe has proposed a COVID-safe way of opening Rumman for take-out only. Board discussed the request, which seems reasonable and given the pandemic situation, decided to communicate to EB regarding the request, and will confirm in 7-10 days about the decision.



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Action Item Sr. Shabeena to communicate with Rumman Cafe. Mustafiz will let Br. Nadeem know and get comments and feedback from EB w.r.t. the proposal since EB is responsible for all operations.

6. Facilities Update

Br. Faisal updated the BOT regarding facility issues. This has been an ongoing issue with staff members, drawing salary or hourly rates from MCA and then getting work done from outside parties and claiming payment for the work done by outside parties as well on top of the salary/hourly rates. Some vendors are not providing good services and Br. Faisal is communicating with them regarding the next steps. There seems to be more than one system/vendor doing a similar job, and the proposal is to consolidate the systems/vendors into one single system, and have it all streamlined.

Action Item Br. Faisal to continue working on these issues.

7. Next Meeting

March 15, 2021 (BOT Open Meeting)