



# **GENERAL BODY MEETING**

*ISLAMIC CENTER OF MARYLAND (ICM)*

May 17, 2014



# MEETING GROUND RULES

- ◆ This is the General Body meeting called by the Board of Trustees (BOT) as required by the ICM By-laws.
- ◆ Attendees need to agree to listen to the BOT member speaking.
- ◆ Opportunity to provide feedback or ask questions will be provided at the end of an item or as allowed by the moderator.
- ◆ Please wait till you are recognized.
- ◆ Avoid interrupting a speaker.
- ◆ Feedback should be related to the topic under discussion and concise.
- ◆ Avoid repeating a question that has been asked earlier.
- ◆ Please avoid replying to each other – engage the moderator.



# AGENDA

- ◆ Opening: Recitation from Quran
- ◆ Approval of Agenda
- ◆ Minutes of the 2013 GB Meeting
- ◆ ICM State of Affairs (Chairman's Report, Treasurer's Report, Secretary's Report, Functions, Committees, Programs)
- ◆ Master Plan Status
- ◆ Islamic Waqf of Maryland
- ◆ Q & A
- ◆ Elections
  - Election Committee report
  - Election of two trustees
  - Election of Election Committee Chair for 2015
- ◆ Closing Dua'



# Meeting Minutes & Membership Status

- ♦ Minutes from May 2013 General Body Meeting
- ♦ Membership Status

	As of April 2008	As of May 2009	As of May 2010	As of May 2011	As of May 2012	As of May 2013	As of May 2014
<b>Total ICM Members</b>	216	212	197	218	217	216	175
Family Membership	95	94	80	98	101	96	77
Individual							
Membership	26	19	11	14	14	17	13
Student							
Membership		5	5	8	1	0	8
<b>Voting Members</b>	147	180	166	149	162	174	123
Family Members	67	80	75	68	76	78	58
Individual Members	13	15	11	6	9	11	7
Student		5	5	7	1	0	0
<b>New Members</b>	56	25	21	46	34	27	35
Family Members	23	11	7	19	15	11	11
Individual Members	10	3	7	8	4	5	5
Student							8
<b>New Membership Goal</b>	75			25	25	25	75



# **CHAIRMAN'S & TREASURER'S REPORT**



# ICM Board of Trustees & Executive

**Chairman: Wael Elkoshairi**

- Administration
- Youth
- Marketing & Communications

**Vice-Chairman: Imtiaz Mohiuddin**

- Education Programs
- Satellite Locations
- IT

**Treasurer: M. Sujjat Khan**

- Accounting, Payroll, Accounts, Taxes,
- Personnel records
- Zakah & Sadaqa programs

**Secretary: Ahsun Dasti**

- Records, Membership
- Outreach

**Trustee: Iqbal Yousuf**

- Fundraising, Grants
- Masjid Programs
- By-laws and Arbitration

**Trustee: M. Nadeem Ahmad**

- Trustee in charge Construction
- Social Services
- Dawah

**Trustee: Syed A. Bokhari**

- Support to Master Plan Implementation

**Asst. Imam (Acting Imam): Jamil Dasti**

**EXECUTIVE\***

*\*Positions for Exec Dir., Asst. Exec Dir. will be reassigned in the near future*

**Exec Dir: Nurudeen Thomas (Acting)**

- Responsible for execution and operation of all functions delegated by the Board of Trustees

**Asst. Exec Dir: TBA**

- Facilities, Security
- Execution support to all other functions

**Financial Liaison: Abu Waheed Khan**

- Direct Debit, Online Donations, Provides execution and operational support to the Treasurer.

**Administrator: Mohammed Aslam**

**Asst. Administrator: Samer El Qorom**

**Executive Committee**

Exec. Dir. heads the Exec. Committee, which is made up of all chairs and/or leads of various committees



# Executive Summary

- ◆ Key Work & Activities Conducted in Past 12 Months
  - Community Building
  - Construction Milestones
  - Improved Programs and Events
  - Strategic Vision
  
- ◆ Key Initiatives and Resolutions that Support ICM Mission
  - Emphasis on Community Needs
  - Revitalization Initiative of ICM Committees
  - Restructuring of Waqf Membership
  - Formation of New Engineering & Design Team
  
- ◆ Key Challenges & Threats to the Organization
  - Inability to Find a Qualified Religious Leader
  - Minimal Community Volunteerism
  - Financial Requirements to Complete Future Construction
  - Optimization of All Resources and Partners



## 2013 Summary - Finances

- ◆ Between Operations, Master Plan, Sadaqa, and Zakah, Alhamdulillah the community donated \$1,115,370
- ◆ We spent \$518,946 on Operations, Zakah, and Master Plan fundraising related items
- ◆ Capitalized expenditures (from Master Plan funds) amounted to \$1,245,468 in support of the completion of storm water management and site development work
- ◆ Conducted an official audit of ICM finances; one being done for this year as well





# State of ICM Finances – Accounts

	Operating	Zakat-ul-Maal	Sadaqa	Master Plan	Petty Cash	Food Bank	Totals
<b>Bank of America</b>							
12/31/2008	\$10,506						\$10,506
4/30/2009	Closed						
<b>SunTrust Bank</b>							
12/31/2008		\$3,662					\$3,662
4/30/2009		Closed					
<b>Provident Bank</b>							
12/31/2008	\$15,372	\$57,814		\$371,076			\$444,262
4/30/2009	\$18,197	\$11,393	\$5,039	\$493,320			\$527,949
<b>M&amp;T Bank</b>							
12/31/2009	\$22,935	\$52,770	\$18,014	\$920,130	\$1,000		\$1,014,849
4/30/2010	\$53,791	\$38,117	\$29,543	\$975,502			\$1,096,953
12/31/2010	\$46,806	\$80,981	\$4,324	\$1,294,413			\$1,426,524
12/31/2011	\$67,056	\$75,313	\$7,415	\$1,731,885	\$1,000	\$3,209	\$1,885,878
4/30/2012	\$47,428	\$48,060	\$9,261	\$1,866,102	\$1,000	\$3,209	\$1,975,060
12/31/2012	\$129,957	\$88,132	\$6,514	\$1,612,133	\$1,000	\$3,209	\$1,840,945
12/31/2013	\$127,001	\$76,574	\$10,920	\$1,010,629	\$1,000	\$3,209	\$1,229,333
4/30/2014	\$119,141	\$53,058	\$9,135	\$1,092,386	\$1,000	\$3,719	\$1,278,439



# State of ICM Finances – Balance Sheet

ASSETS		31-Dec-13
<b>Cash in Hand</b>		\$ 1,229,333
<b>Other Current Assets</b>		
Accounts Receivable - Current	\$ 12,255	
Prepaid Assets	\$ 6,520	
Cemetery Lots	\$ 9,000	
<b>Total - Other Current Assets :</b>		\$ 27,775
<b>FIXED ASSETS:</b>		
Building	\$1,045,377	
Less : Accumulated Depreciation	\$ (710,969)	\$ 334,408
Building - Master Plan Ph. I	\$1,982,995	
Building - Master Plan Ph. II	\$ 189,354	\$ 2,172,349
<b>Furnitures &amp; Equipments</b>	\$ 24,465	
Less : Accumulated Depreciation	\$ (2,359)	\$ 22,106
Land - Masjid		\$ 650,000
Land - Islamic Waqf of Maryland		\$ 530,196
<b>TOTAL ASSETS :</b>		\$ 5,007,806

LIABILITIES & EQUITY		31-Dec-13
<b>CURRENT LIABILITIES:</b>		
Accrued Expenses	\$ 40,211	
Payroll Liabilities	\$ 3,055	
Accrued Audit Fees	\$ 7,500	
Retention Payable (HSS)	\$ 68,525	\$ 119,290.76
<b>LONG TERM LIABILITIES:</b>		
Qurd - E- Hasana	\$ 10,000	\$ 10,000
<b>TOTAL - LIABILITIES :</b>		
<b>EQUITY:</b>		
Opening Balance Equity	\$4,836,876	\$ 4,836,876
<b>TOTAL LIABILITIES &amp; EQUITIES :</b>		\$ 4,966,167

ASSETS		30-Apr-14
<b>Cash in Hand</b>		\$ 1,278,439
<b>Other Current Assets</b>		
Accounts Receivable - Current	\$ -	
Prepaid Assets	\$ 6,520	
Cemetery Lots	\$ 9,000	
<b>Total - Other Current Assets :</b>		\$ 15,520
<b>FIXED ASSETS:</b>		
Building	\$1,045,377	
Less : Accumulated Depreciation	\$ (710,969)	\$ 334,408
Building - Master Plan Ph. I	\$1,954,512	
Building - Master Plan Ph. II	\$ 216,890	\$ 2,171,402
<b>Furnitures &amp; Equipments</b>	\$ 24,465	
Less : Accumulated Depreciation	\$ (2,359)	\$ 22,106
Land - Masjid		\$ 650,000
Land - Islamic Waqf of Maryland		\$ 530,196
<b>TOTAL ASSETS :</b>		\$ 5,043,830

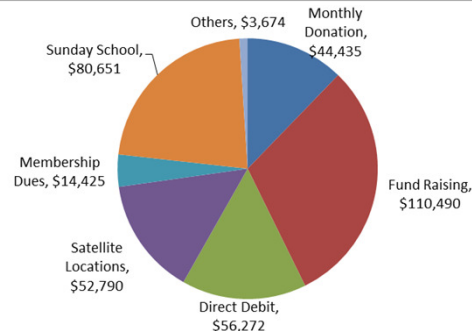
LIABILITIES & EQUITY		30-Apr-14
<b>CURRENT LIABILITIES:</b>		
Accrued Expenses	\$ 37,228	
Payroll Liabilities	\$ 3,441	
Accrued Audit Fees	\$ 7,500	
Retention Payable (HSS)	\$ -	\$ 48,169.00
<b>LONG TERM LIABILITIES:</b>		
Qurd - E- Hasana	\$ 10,000	\$ 10,000
<b>TOTAL - LIABILITIES :</b>		
<b>EQUITY:</b>		
Opening Balance Equity		\$ 4,943,902
<b>TOTAL LIABILITIES &amp; EQUITIES :</b>		\$ 5,002,071



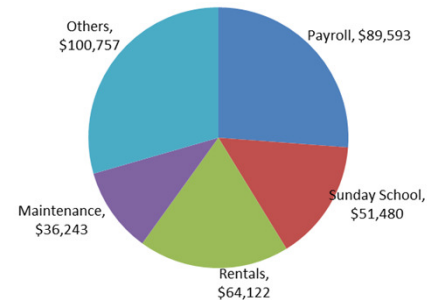
# State of ICM Finances – Operations

	2010		2011		2012		2013		2014		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.	Planned - As of Apr 30	Actual - As of Apr 30
<b>Masjid</b>											
Donations-Direct Debit	\$106,350	\$61,007	\$60,640	\$53,419	\$57,900	\$59,482	\$57,600	\$56,272	\$54,412	\$17,932	\$17,474
Donations-Other	\$98,200	\$173,804	\$223,100	\$167,838	\$192,536	\$232,103	\$260,579	\$211,094	\$232,145	\$27,690	\$26,079
Membership Revenues	\$10,500	\$10,844	\$12,000	\$12,060	\$7,900	\$6,600	\$13,750	\$14,425	\$15,275	\$14,000	\$8,015
Total Donations / Revenues	\$215,050	\$245,655	\$295,740	\$233,317	\$258,336	\$298,185	\$331,929	\$281,791	\$301,832	\$59,622	\$51,568
Expenses	\$277,730	\$229,757	\$297,581	\$267,160	\$316,727	\$266,973	\$291,659	\$267,886	\$380,356	\$85,272	\$85,272
Variance	(\$62,680)	\$15,898	(\$1,841)	(\$33,843)	(\$58,391)	\$31,212	\$40,270	\$13,905	(\$78,524)	(\$25,650)	(\$33,704)
<b>Education Programs</b>											
Revenue-Weedend School	\$69,375	\$68,374	\$68,000	\$72,898	\$72,500	\$86,194	\$85,000	\$80,651	\$100,000	\$40,500	\$38,611
Revenue-Part-Time Hifzh / Quran / Other	\$0	\$0	\$0	\$1,490	\$0	\$770	\$0	\$1,690	\$0	\$0	\$0
Total Revenues	\$69,375	\$68,374	\$68,000	\$74,388	\$72,500	\$86,964	\$85,000	\$82,341	\$100,000	\$40,500	\$38,611
Expenses	\$60,840	\$42,128	\$59,644	\$43,191	\$50,549	\$39,964	\$84,229	\$74,308	\$83,355	\$14,874	\$12,176
Variance	\$8,535	\$26,246	\$8,356	\$31,197	\$21,951	\$47,000	\$771	\$8,033	\$16,645	\$25,626	\$26,435
<b>Youth Programs</b>											
Revenue	\$1,000	\$695	\$750	\$750	\$1,500	\$1,069	\$1,500	\$295	\$0	\$0	\$0
Expenses	\$4,730	\$2,359	\$8,737	\$8,072	\$15,480	\$3,251	\$11,580	\$4,250	\$23,500	\$3,900	\$7,957
Variance	(\$3,730)	(\$1,664)	(\$7,987)	(\$7,322)	(\$13,980)	(\$2,182)		(\$3,955)	(\$23,500)	(\$3,900)	(\$7,957)
<b>Total Donations / Revenues</b>	\$285,425	\$314,724	\$364,490	\$308,455	\$332,336	\$386,218	\$418,429	\$364,427	\$401,832	\$100,122	\$90,179
<b>Total Expenses</b>	\$343,300	\$274,244	\$365,962	\$318,423	\$382,756	\$310,188	\$387,468	\$346,444	\$487,211	\$104,046	\$105,405
<b>Total Variance</b>	(\$57,875)	\$40,480	(\$1,472)	(\$9,968)	(\$50,420)	\$76,030	\$30,961	\$17,983	(\$85,379)	(\$3,924)	(\$15,226)

**2013 Major Op. Revenue Categories →**



**2013 Major Op. Expense Categories ←**





# State of ICM Finances – Master Plan

	2010		2011		2012		2013		2014		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.	Planned - As of Apr 30	Actual - As of Apr 30
<b>Master Plan</b>											
Donations-Direct Debit	\$67,400	\$79,525	\$97,200	\$85,796	\$100,500	\$94,726	\$106,800	\$95,228	\$108,000	\$36,000	\$31,047
Sadaqa	\$62,500	\$59,941	\$60,000	\$62,292	\$70,700	\$62,698	\$88,100	\$68,550	\$90,020	\$17,420	\$23,304
Burial Sites	\$114,750	\$69,275	\$66,000	\$23,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Donations-Other	\$892,600	\$276,526	\$617,500	\$320,274	\$506,800	\$391,942	\$507,600	\$430,573	\$1,041,500	\$113,500	\$98,878
Total Revenues	\$1,137,250	\$485,267	\$840,700	\$491,862	\$678,000	\$549,366	\$702,500	\$594,351	\$1,239,520	\$293,150	\$149,074
<i>Expenses*</i>	\$61,650	\$27,664	\$56,775	\$22,514	\$95,040	\$66,178	\$79,035	\$45,535	\$101,930	\$27,760	\$21,147
Variance	\$1,075,600	\$457,603	\$783,925	\$469,348	\$582,960	\$483,188	\$623,465	\$548,816	\$1,137,590	\$265,390	\$127,927
<b>Total Donations / Revenues</b>	\$1,137,250	\$485,267	\$840,700	\$491,862	\$678,000	\$549,366	\$702,500	\$594,351	\$1,239,520	\$166,920	\$153,229
<b>Total Expenses</b>	\$61,650	\$27,664	\$56,775	\$22,514	\$95,040	\$66,178	\$79,035	\$45,535	\$101,930	\$27,760	\$21,147
<b>Total Variance</b>	\$1,075,600	\$457,603	\$783,925	\$469,348	\$582,960	\$483,188	\$623,465	\$548,816	\$1,137,590	\$139,160	\$132,082

\*Does not include capitalized cost

## TOTAL CAPITALIZED COSTS - PHASE 1

12/31/2007	\$	26,766
12/31/2008	\$	8,708
12/31/2009	\$	67,735
12/31/2010	\$	142,880
12/31/2011	\$	43,779
12/31/2012	\$	609,479
12/31/2013	\$	1,245,468
4/30/2014	\$	71,549
<b>TOTAL :</b>	<b>\$</b>	<b>2,216,364</b>



# State of ICM Finances – Zakat

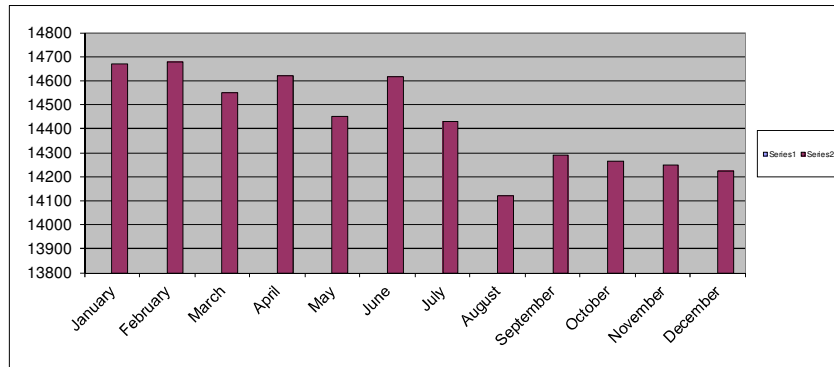
	2010		2011		2012		2013		2014		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.	Planned - As of Apr 30	Actual - As of Apr 30
<b>Zakat-ul-Maal</b>											
Donations-Direct Debit	\$18,100	\$27,630	\$27,600	\$19,390	\$16,200	\$12,961	\$18,080	\$17,960	\$17,345	\$5,745	\$5,750
Donations-Other	\$88,500	\$65,190	\$72,200	\$64,617	\$81,915	\$85,441	\$96,000	\$96,697	\$113,265	\$12,050	\$13,916
Total Revenues	\$106,600	\$92,820	\$99,800	\$84,007	\$98,115	\$98,402	\$114,080	\$114,657	\$130,610	\$17,795	\$19,666
Expenses	\$117,430	\$68,797	\$126,115	\$97,441	\$137,495	\$92,551	\$153,174	\$86,467	\$189,842	\$43,664	\$34,085
Variance	(\$10,830)	\$24,023	(\$26,315)	(\$13,434)	(\$39,380)	\$5,851	(\$39,094)	\$28,190	(\$59,232)	(\$25,869)	(\$14,419)
<b>Total Donations / Revenues</b>	\$106,600	\$92,820	\$99,800	\$84,007	\$98,115	\$98,402	\$114,080	\$114,657	\$130,610	\$17,795	\$19,666
<b>Total Expenses</b>	\$117,430	\$68,797	\$126,115	\$97,441	\$137,495	\$92,551	\$153,174	\$86,467	\$152,325	\$43,664	\$34,085
<b>Total Variance</b>	(\$10,830)	\$24,023	(\$26,315)	(\$13,434)	(\$39,380)	\$5,851	(\$39,094)	\$28,190	(\$21,715)	(\$25,869)	(\$14,419)

	2010		2011		2012		2013		2014		
	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned - Yr.		
<b>Zakat-ul-Fitr</b>											
Donations	\$34,000	\$34,409	\$35,000	\$34,505	\$38,554	\$38,554	\$40,000	\$41,935	\$50,000		
Expenses	\$35,000	\$33,469	\$35,000	\$34,505	\$38,554	\$38,554	\$40,000	\$40,500	\$50,000		
Variance	(\$1,000)	\$940	\$0	\$0	\$0	\$0	\$0	\$1,435	\$0		



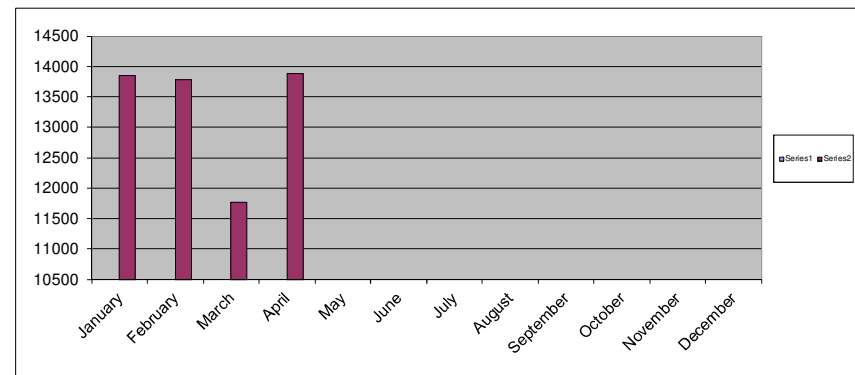
# State of ICM Finances – Direct Debit

ISLAMIC CENTER OF MARYLAND  
DIRECT DEBIT - 2013



January	February	March	April	May	June	July	August	September	October	November	December	Total
\$14,670	\$14,680	\$14,550	\$14,620	\$14,450	\$14,615	\$14,430	\$14,119	\$14,289	\$14,264	\$14,249	\$14,224	\$173,160

ISLAMIC CENTER OF MARYLAND  
DIRECT DEBIT - 2014



January	February	March	April	May	June	July	August	September	October	November	December	Total
\$13,849	\$13,779	\$11,759	\$13,884									\$53,271



## Paid Staff

- ◆ Currently, ICM has five paid staff (excluding a small number of Sunday School teachers):
  - Jamil Dasti: Assistant Imam (Acting Imam) – Part Time
  - Mohammed Aslam: Administrator
  - Samer El Qorom: Assistant Administrator
  - Shahnaz Baten: Zakah Case Worker (80 hrs/month)
  - Maksudul Haque: IT Help – Part Time
  
- ◆ Total compensation = approx. \$127.6K
  - Includes newly hired professional Zakah case worker
  - Compensation is proportionally allocated to various areas of responsibilities (Operations, Zakah, Master plan, Sunday School)
    - Note that the only salary charges to Zakah funds are for the case worker



## 2014 Mission Critical Objectives

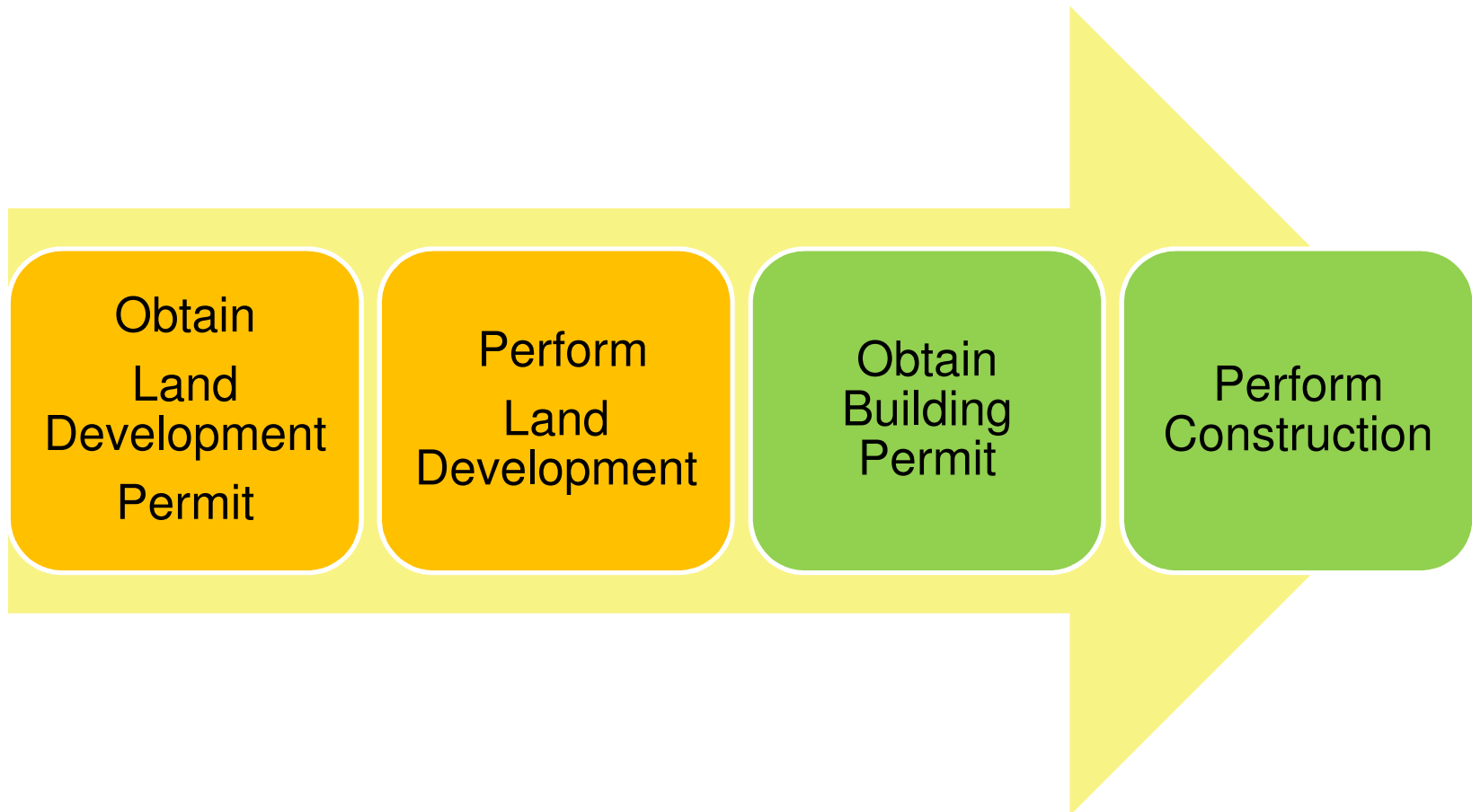
- ♦ To unify, engage and inspire our community to be great in the fashion of our beloved Prophet Muhammad(PBUH) and his companions.
- ♦ To hire a vibrant, caring and patient religious leader for our community who can work to further our unification through knowledge and wisdom.
- ♦ To attract local Muslims to our center through outreach and operational excellence imbued by an unmistakable passion and love for the Muslim Ummah.
- ♦ To provide the most sought after, well organized community services through our committees that will be second to none in the Washington DC area.
- ♦ To nurture our youth and families in a spacious, comfortable facility by completing the permitting process and starting construction of our new center.
- ♦ To raise \$1.5 Million within the next 12 months to make our dream a reality.



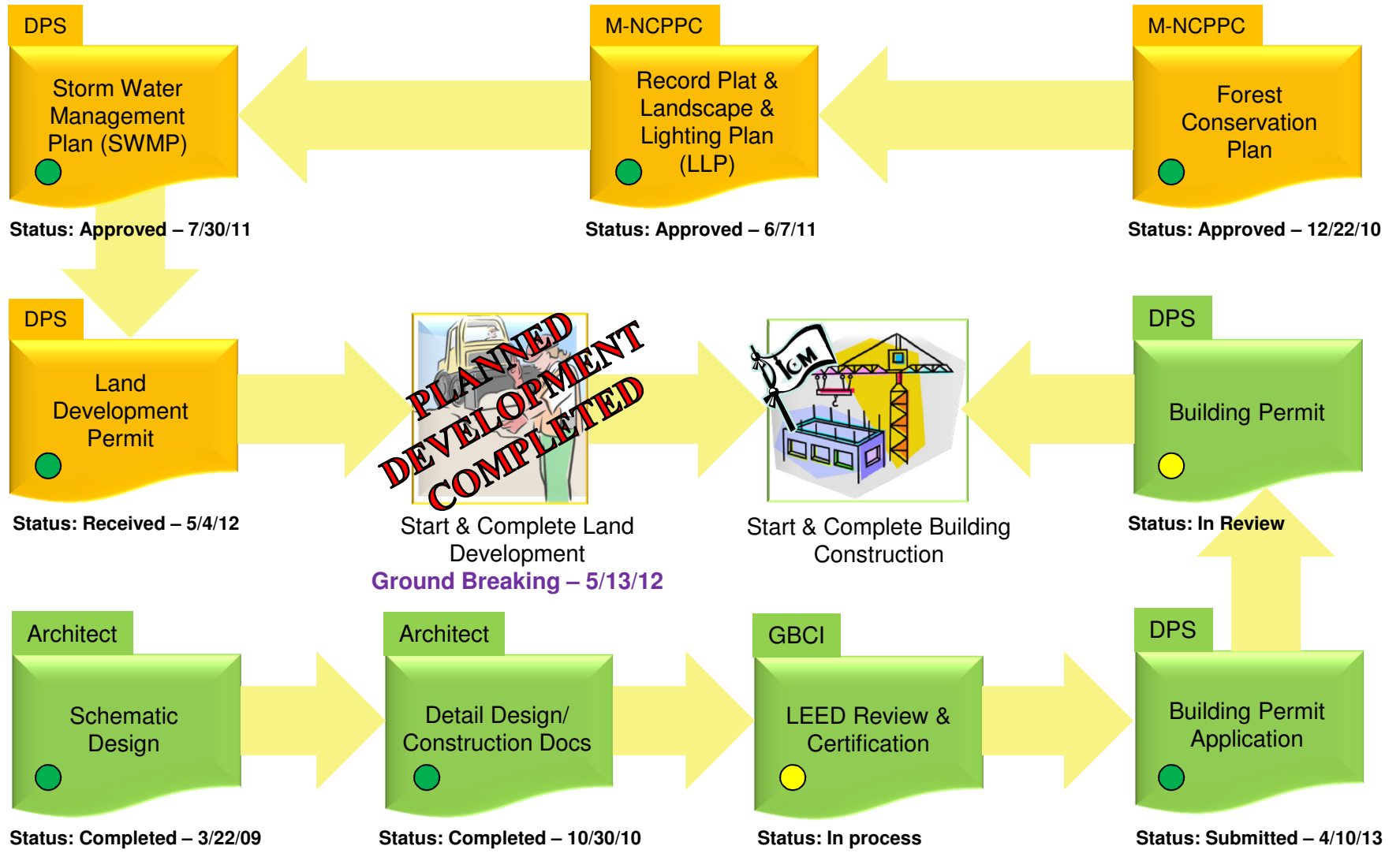


# MASTER PLAN

# Work Flow



# Progress Flow and Status





# Project Status Summary

- ♦ SWM implementation and site development work as planned finished in the last quarter of 2013
  - We are now in the maintenance & warranty period
  - Total cost for SWM & site development (base contract of record) as of completion is \$1,404,708
  - Need to submit and as-builts and apply for bond release – work in progress
- ♦ Security fence on the East and parts of North and South sides at \$104,857 (\$75,000 covered through the DHS grant)
- ♦ Back area clearing/grading/seeding at \$98,500
- ♦ Installation of an up to 25 feet landscape buffer between ICM and the residential neighbors on the East and South sides at \$62,878
- ♦ Building:
  - Architectural, Mechanical, Electrical, Structural, and Site/Civil plans have been approved
  - A couple of items awaiting approval include Subdivision Development Review and WSSC
  - Need to register GBC site



## SWM & Site Development – Pending Items

- ♦ SWM as-built drawings submission and approval – currently in process
  - Have engaged O’Connell & Lawrence
  - Cost \$4,710 (about the same as with the NOA Group)
  - First and required step before filing for release of the SWM Bond
  - DPS fee for as-built drawings review and approval is \$1,990
- ♦ While the SWM permit and the performance bond is for entire site, ICM completed about 2/3<sup>rd</sup> to 3/4<sup>th</sup> of the work to save existing structures
- ♦ Until all work is completed County may not release the performance bond
  - County has an option to release 50% of the bond upon substantial completion
- ♦ ICM plans to file for releasing of the entire bond upon as-built drawings approval
- ♦ For now, ICM had to renew the bond at \$15,178 for one year – bond will be pro-rated and backdated based on partial or full release of the bond between May 2, 2014 and 2015
- ♦ SWM Permit had to be renewed at \$3,417 – the renewal is for one year at no refund



## Other In-Process Items

- ◆ WSSC as-built drawings and connection approval
  - As-built drawings have been give a preliminary approval
  - Lien has been released by the WSSC sub-contractor
  - Need to submit geo-tech inspection reports
  
- ◆ Widening of entrance from Rte 124
  - Entrance went through a temporary change due to WSSC utility work
  - ICM submitted a proposal to State Highway Authority (SHA) to widen the entrance
  - SHA completed the first review and provided comments – the plan and the comments were reviewed by the newly formed ECC
  - Revised plans and comments were resubmitted; Need to submit drainage calculations due to increase in pavement area
  - Estimates to be obtained after plans are approved



# Construction Planning

- ♦ On Feb 1, 2014 ECC was reconstituted with new members
  - Abdulhai Shaikh
  - Bassam Elhamoudeh
  - M. Ramazan Shah (joined recently)
  - Khurshid Bilgrami
  - Birame Kandji
  - Mansur Khan
  - Alex Edwards
  - Abdullah Dasti
  - Ramzan Ali
  - Ghulam Waris
  - Waqar Jawaid
  
- ♦ Immediate tasks include:
  - Obtaining engineer's estimate, which will form the basis for construction approach and planning
  - Reviewing opportunities for value engineering and / or re-design (where warranted) to achieve cost saving
  - Defining and documenting construction approach and management plan



# Fundraising for Master Plan

- ◆ After the completion of SWM & Land Development work, we will have approximately \$900K.
- ◆ We need to raise at least \$1.0 million in the next six months or so when we are expecting to obtain the permit to begin construction.
- ◆ Conventional Fundraising Strategy
  - Solicit donations from individuals and businesses through direct fundraising event
  - Weekly fund raising effort at all locations.
  - Monthly pledge – Direct Debit, Cash, etc.
  - Sunday School Fund Raising.
  - Community outreach through various masjid programs





## Fundraising for Master Plan (continued)

- ♦ Alternate & Critical Fundraising Options
  - Targeted FR through ICM ‘Ambassadors’ to raise funds from communities near & far
  - Special invited only FR targeting high net worth individuals & businesses.
  - Need volunteers to lead the Qard-e-Hasanah program
  - Soliciting grants where applicable
  - Reach out to communities and Islamic organizations ISNA, IDB, CAIR, etc.
  - Sharia compliant financing is a permissible and viable option
- ♦ Fundraiser Events Planned
  - 2 Major FR during Ramadan (July 12 & night of 27th) & 1 Major FR in Winter have been planned in 2014
  - Others might be arranged based on the urgency and momentum
- ♦ Please make the completion of ICM Master Plan as one of your personal goals



# **FUNCTIONS, COMMITTEES & PROGRAMS**



# Programs – Masjid

## General

- Seven weekly Juma prayers (ICM, Casey, JHU, Hilton Hotel, BUCC, Wisconsin Place)
- Weeknight Isha prayers at Stonemill Elementary
- Weekly family halaqa
- Weekly women's halaqa
- Monthly Islam101 class
- Monthly community dinner
- Monthly Rockville homeless shelter program
- Annual Ramadan program
- ICM Quran Institute
- Special seminar

## Specific

- ICM Quran Institute – started in November 2013
- College Seminar
- Internship Seminar
- Asian American Health Initiative Workshop
- Janazah Workshop for Sisters
- Khateeb Workshop
- July 4th BBQ & Summer Cookout
- Ramadan Tarawih programs in 3 locations
- Eid-ul-Fitr festival

## Specific (*continued*)

- Visiting Speaker : Imam Tamer Selim
- International Food Festival & Bazaar
- Hajj Workshop
- Eid-ul-Adha
- Hujjaj Welcome Back Dinner
- College funding seminar
- Shariah Compliant Mortgage Seminar
- Screening of Un-Mosqued

## Upcoming

- Expansion of ICM Quran Institute programs
- Adult English Language Class
- Islamic Studies Program
- Arabic Language Program
- Pre-Ramadan Workshop
- Ramadan Program – Khatara, Qiyam
- Interfaith Iftaar
- Eid-ul-Fitr Festival
- International Food Festival
- Hajj Workshop
- Eid-ul-Adha
- Hujjaj Welcome Back Reception



## Programs – Youth

- ◆ Key Work & Activities Conducted in Past 12 Months
  - Rocky Gap Adventure
  - Luqman Project
  - Inspire Me Summer Camp
  - Youth Cooperative Agreement with Local Masajid
  - Recognition of ICM by the Girl Scouts of America
  - Professional Events & Screening to Benefit Youth
- ◆ Key Initiatives for ICM Youth
  - 2014 Youth Leadership Initiative
  - 545 Youth Initiative
  - Mentor Me Initiative
  - Outreach for Volunteers to ICM Youth Committee
  - Increase in ICM Youth Budget
- ◆ Key Challenges & Threats to the Organization
  - Limited Space & Facilities at ICM
  - Poor Reputation Among Area Youth
  - Lack of Trained Staff to Provide Services to Youth
  - Generational Gaps and unMosqued Youth



# Programs - Social Services

- ♦ **Social Services**
  - As reported in 2013, a professional case worker Sr. Shahnaz is onboard, working 80 hrs/month taking care of all zakah and social services cases
  - Counseling and support from Imam Jamil continues, so does ICM's support to various organizations and shelters
- ♦ **Milestones from January 2014 - present:**
  - Streamlined the ZSS Application process including personal interviews and documentation
  - Established the ICM Food Bank to provide perishable and non-perishable items.
  - Building a network with area masjid, local charities, Department of Health and Human services in pooling resources ( i.e. MCC, Islamic American Zakaah Foundation, Dar Al Hijra, ADAMS, PGMA, DHH, etc).
  - Building a Job Bank network by harnessing community resources.
  - Increasing community participation in services provided.
  - Visiting Committee
  - Weekly Meals program (for those that are ill, elderly, in need of cooked food, etc.)
- ♦ **Goal for the next 3 - 6 months:**
  - Anchoring services (first 5 items under Milestones above)
  - Building a network of informative workshops to include :
    - Resume building
    - Interview Skills development
    - Budgeting
  - Ramadhan Programs:
    - Ramadhan Food Packets
    - Clothing Boutique
    - Eid Gifts
  - Monthly Networking & Social Events
  - Tapping sources to increase the ZSS budget



# Imam Search Committee & Dawah

- ♦ Imam Search Committee (ISC)
  - Ahsun Dasti; Amin Ezzeddine; Abdullah Shamim; Nadeem Ahmad
  - Advertised position locally and nationally
  - So far, screened about 15 candidates but with no success
  - Need new direction and committee members
  
- ♦ Dawah
  - Due Br. Haytham's absence this function did not benefit from activities held prior to 2013; Br. Haytham has indicated that he wants to restart the activities – needs more active members
  - Continued fulfilling requests for copies of Quran and other items for inmates and other organization



# Facilities

- ◆ Facility Maintenance:
  - Improvements to the front area
  - Bathrooms and hallway repairs
  - Some roof repairs
  - New HVAC unit installed in Men's mussalla
  
- ◆ Planned/Proposed Facility work:
  - Roof repairs or new roof
  - Portable doors and locks
  - New book shelves for both brothers & sisters sides
  - New entrance door for sisters (only if cost effective)
  - Reorganizing/renovating the Library
  - Overall improvement to safety and security of the premises



## Programs – Education

- ♦ Single Largest function of the ICM (larger than Jummah and other Salahs)
- ♦ 22 Classes for different grades
  - KG to 8 and Special Grade
- ♦ Enrollment of 405 students for current school year
- ♦ 15 rooms, Library, Women’s and Men’s Musallah utilized to hold classes
  - Men’s musallah alone holding 4 concurrent classes
- ♦ Income of \$46k+ for current semester
- ♦ \$80k+ for last school year
- ♦ A total staff of over 100 comprising of teachers, assistants, volunteers, Counselor & administrators.
- ♦ 2.5 paid teachers and 2 paid staff
- ♦ Yearly End-of-Year Graduation ceremonies attended by 600-700





## Programs – Education (continued)

- ◆ Existing fee structure per semester:
  - \$155 (1<sup>st</sup>),
  - 235 (2<sup>nd</sup>)
  - \$315(3<sup>rd</sup>)
  - 4<sup>th</sup> child and on - Free
- ◆ Hasn't changed in over 6 years (or more)
  - Approximately \$1.82/hr per child
  - Approximately 5% on financial aid
- ◆ New fee structure per semester:
  - \$180 (1<sup>st</sup>), (old \$155 – 11.6%)
  - \$270 (2<sup>nd</sup>) (old \$235 – 11.4%)
  - \$360 (3<sup>rd</sup>) (old \$315 – 11.4%)
  - 4<sup>th</sup> child and on - Free
- ◆ Continued no charge for supplies



# Information Technology (IT)

- ◆ Desktops, Printers and Network Hardware
- ◆ Internet Access at ICM (Verizon DSL)
- ◆ Cameras and recordings(16 cameras):
- ◆ Monitors with Display
- ◆ System Security and Backup (Norton , Backup on Display System)
- ◆ Sound System : Functioning normally
- ◆ Audio Recording: used as needed
- ◆ Voice Lines (Vonage Phone): 301-840-9440
- ◆ Incoming Fax ([www.accessline.com/login.asp](http://www.accessline.com/login.asp) Username: 240-715-1018)
- ◆ PBX TRIXBOX/ FREEPBX Phone System: manage extension, voicemails, phone announcements



## Information Technology (IT) - Continued

- ♦ Upgrade Internet Service Provider
  - Hughes NET 75\$/month 10mb
  - Add displays to show time , prayers time and iqama time.
- ♦ Newsletter Signing Card
- ♦ Replace multiple routers and install access points instead: WIP
- ♦ Configure and promote use of Centralized Document Library (SVN)
- ♦ Switch the Fire Alarm System to Cellular system and Cancel Verizon account all together (Setup Windows Server with Domain For better local security and centralized File System
- ♦ Camera System with 16 cameras
  - Fix 2 broken cameras



# Islamic Waqf of Maryland

[www.islamicwaqfofmd.org](http://www.islamicwaqfofmd.org)





# Islamic Waqf of Maryland

## Officers:

- **Chairman:** **Sayed Naved** (ICM)
- **Vice Chairman:** **Mohammed Sayed** (ISF)
- **Secretary:** **Zubair Faridi** (ISWMD)
- **Treasurer:** **Abdullah Shamim** (ICM)
- **Nonvoting Member:** **Waleed Beidas** (ISF)
- **Nonvoting Member:** **Ammar Chaudhry** (ICM)
- **Nonvoting Member:** **Vacant** (ISWMD)

**1,186 burial rights** have been assigned or used (as of Jan 2014)

<b>ICM</b>	<b>504</b> (all assigned)
<b>Waqf</b>	<b>178</b>
<b>ISF</b>	<b>252</b> (58 used)
<b>ISWMD</b>	<b>252</b> (8 used)

## **194 burials** (as of Jan 2014)

<b>2008</b>	<b>6</b>
<b>2009</b>	<b>39</b>
<b>2010</b>	<b>33</b>
<b>2011</b>	<b>32</b>
<b>2012</b>	<b>42</b>
<b>2013</b>	<b>42</b>



# **ELECTION COMMITTEE REPORT**



# Elections

- ◆ Election Committee Report
- ◆ Two Board Positions Opened By:
  - Taher Elkoshairi
  - Syed Bokhari
- ◆ Two Nominees for Trustee Positions
  - Ahsun Dasti
  - Maged Sharaf
- ◆ No Election Required
- ◆ Election of Election Commissioner for 2015
  - Nadeem Amin was nominated and elected by the members



# Q & A





## Appointment of Members to Executive

- ♦ At the minimum the following members will be appointed by the new Board:
  - Executive Director
  - Assistant Executive Director
  - Financial Liaison
  - Administrator: M. Aslam in his role as the ICM Administrator fills this position
  - Assistant Administrator: Samer El Qorom fills this position



## Upcoming Events

- ◆ Inspire Me Camp
- ◆ Sunday School Graduation
- ◆ Pre-Ramadan Workshop
- ◆ Interfaith Iftaar
- ◆ Eid-ul-Fitr Festival
- ◆ Hajj Workshop
- ◆ Eid-ul-Adha
- ◆ Hujjaj Welcome Back Reception