



Board of Trustees Meeting Minutes and Action Items

Meeting Information:

Meeting name	IFN BOT Meeting		
Date	March 8, 2020 @ 6:25 AM	Location	IFN Basement

Attendees of the Meeting

Br Haris Jamil	Sr Oghay Kherzai
Br Abdullah Bushnaq	Br Farzan Mahmood
Br Nisar Syed	Sr Ambareen Sheriff
Br Jaseem Anwer	Br AbdulHai Khaleel
Br Masood Ahmed	
Br Saquib Ahmed	
Br Naveed Ismail	

Meeting Chair

Br. Haris Jamil	
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Agenda

1. Chairman's Remark -----
2. Jan/Feb Meeting Minutes Approval -----
3. Finance Report / 2020 IFN Budget -----
4. IFN Clinic Bylaws Adoption -----
5. President's Report -----
6. Other Business -----
 - IFN Youth Strategy Proposal -----
 - Engaging Different Ethnicities -----

Meeting Minutes

The meeting started at 6:25 AM, with the Secretary making Duaa'.

1. Chairman's Remark (6:25 AM)

The Chairman welcomed the board and requested that employee performance reviews be completed as soon as possible.

2. January/February Meeting Minutes Approval (6:30 AM)

Motion: The motion to approve the January/February meeting minutes was moved and seconded.
There were no objections. Motion approved.



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3. Finance Report / 2020 IFN Budget (8:10AM)

The EC Treasurer provided an overview of the 2019 end-of-year report. With a BOT discussion about reserved funds/specific use donations.

BOT discussion about the shortfall, is the issue money from 2018 or 2019 shortfall?

“Sunday school has two school years covered in the calendar year, 2nd half of a previous year and first half of new year.”

“That is correct, but this is the first time we see this and want to stop a trend.”

Discussions regarding specific donation buckets

Action item:

- Add a meeting agenda item for BOT to have the different reserve categories identified and try to consolidate them with main items in budget (BOT).

Discussions Regarding 2020 Budget

EC Treasurer going through budget items, with questions about where items are added under which bucket. IT spending is a new spending line item that was requested by IT committee for new hardware purchase.

New item for religious programs, do we want to go with the full requested amount of \$13,200 or \$10,000 limit? Brief discussion about it, and there is consensus to go along with the full requested amount.

One-time expenses were next

Security expense of \$30,000, based on recommendation of security committee.

High-Resolution camera cost could go higher by \$6,000 to be able to see license plates.

Two board members requested information about the other items in the one-time budgets to come up, and how the request for that budget should happen outside the main budget.

“For the emergency doors in the Mussalah, we only have one quote, we should look at the BOT to allow us to build this with one quote.”

“I have been pushing for getting at least a 2nd quote; I would like to wait for that before moving forward.”

Discussion about allowing a process change to allow only 2 quotes by different members

“Can we have a motion to allow this type of action now (2 quotes only)?”

“We have an issue here where people are not able to get work done, they should be asking for help to get more people that can get the work done.”



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“The challenge is that vendors are not responding to our quote requests.”

Motion: The motion to allow the change of process for the emergency exit doors construction using 2 quotes only vs. the 3 required was moved and seconded. **There were no objections. Motion approved.**

Motion: The motion to adopt the 2020 IFN Budget at \$580,600 was moved and seconded. **There were no objections. Motion approved.**

4. IFN Clinic Bylaws Adoption (9:25 AM)

Once the bylaws are passed, the Memorandum of Understanding (MOU) can define this interaction.

Motion: The motion to approve the clinic bylaws as presented in the board meeting and emailed on 3/7/2020 was moved and seconded. **There were no objections. Motion passed.**

5. President’s Report (9:45 AM)

Request to get a partial report before the meeting, since the report currently comes in the night before.

“We don’t get the information even on Wednesday, and reminders must be sent out until Saturday.”

“Request to send it on Wednesday, with whatever information is available at that time.”

Action item:

- Send President’s Report on Wednesday night with whatever information is available (Br Jaseem).

6. Other Business (10:00 AM)

IFN Youth Strategy Proposal

Went through summary of proposed approach for strategy.

“Need to make sure this works as part of the strategic plan that was done. The specific group that worked on Youth strategic goals should be involved with this.”

Lead board member will work with appropriate resources to create the pilot group per the proposed process.

Engaging Different Ethnicities

A recommendation to form a team to investigate how we can increase the engagement of our various communities. BOT Members: Br Naveed, Sr Oghay, Br Abdullah, Br Jaseem, Br Diallo. Add non-BOT members.



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The meeting concluded at 10:15 AM.