

September 30, 2020

## BOT MEMBERS

Haris Jamil

Chairman

Abdullah Bushnaq

Vice Chairman, Clinic

Mamadou Diallo

General Secretary

Nisar Syed

Finance, Endowment, Clinic

Masood Ahmed

Policies

Saqib Ahmed

Construction, Education

Jaseem Anwer

EC President

Naveed Ismail

Youth

Irshad Khan

Fundraising, Youth

Oghay Kherzai

Strategic Planning, Education

Farzan Mahmood

Religious Affairs, Clinic

Ambareen Sheriff

Construction



# BOT 3<sup>rd</sup> Quarter Update

## Introduction

Assalaam Alaikum wa Rahmatullah. Welcome to the third issue of the Board of Trustees (BOT) Newsletter for the year 2020. To increase transparency and communication with our community members, we hope to inshaa' Allah publish this newsletter every quarter, highlighting some of the areas IFN trustees are currently working on and planning for the future. We encourage our members to continue to be engaged with our community, and to volunteer their time and expertise for our organization.

## Highlights

### July 2020

#### Finance Update

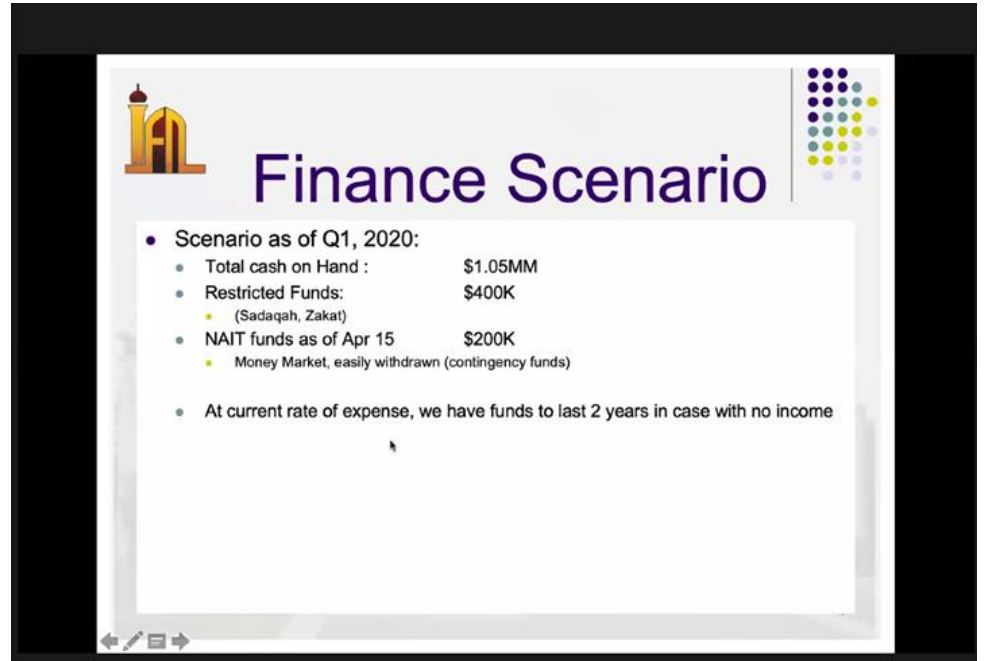
IFN recovered all its Covid-19 related losses incurred in the second quarter of the year. External audit target completion date was set to August of 2020.

IFN Endowment Fund	
Cash in Bank (June 30)	\$424,328
Transferred to SP (Sharia Portfolio) inception to June 30	\$200,000
Net asset value in SP June 30	\$215,445

IFN Reserve Fund (Cash minus Restricted)	
Cash in Bank as of March 31st	\$400,000
Transferred to NAIT ICCF Fund (June 30th)	\$250,000
Net asset value in NAIT ICCF Fund (April 15)	\$208,291

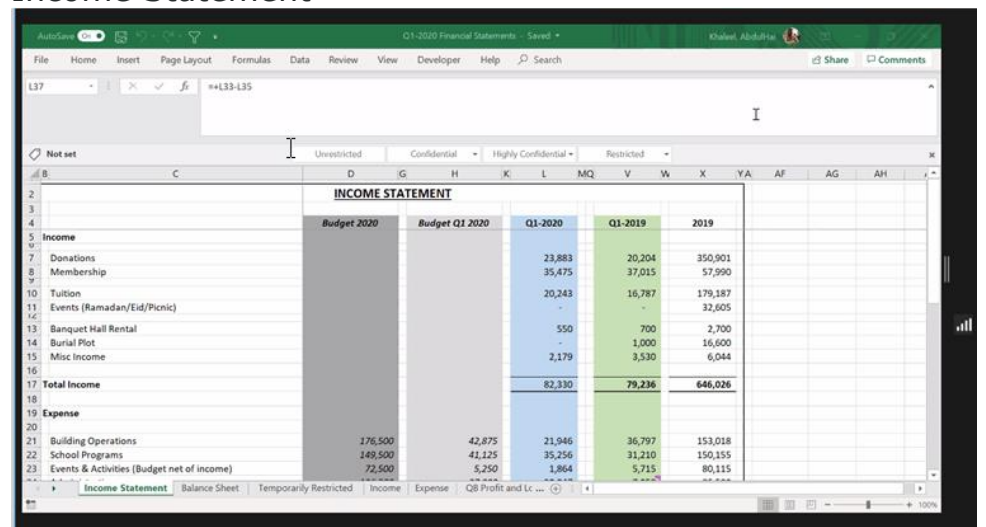
### Finance Scenarios:



The slide features a logo with the letter 'A' and a mosque icon on the left, and a decorative grid of colored dots on the right. The main title is 'Finance Scenario' in a large, purple font. Below the title, there is a bulleted list of financial data and a concluding statement.

- Scenario as of Q1, 2020:
  - Total cash on Hand : \$1.05MM
  - Restricted Funds: \$400K
    - (Sadaqah, Zakat)
  - NAIT funds as of Apr 15 \$200K
    - Money Market, easily withdrawn (contingency funds)
- At current rate of expense, we have funds to last 2 years in case with no income

### Income Statement



The screenshot shows an Excel spreadsheet titled 'Q1-2020 Financial Statements - Saved'. The spreadsheet displays an 'INCOME STATEMENT' with columns for Budget 2020, Budget Q1 2020, Q1-2020, Q1-2019, and 2019. The rows are categorized into Income and Expense.

	Budget 2020	Budget Q1 2020	Q1-2020	Q1-2019	2019
<b>Income</b>					
Donations			23,883	20,204	350,901
Membership			35,475	37,015	57,990
Tuition			20,243	16,787	179,187
Events (Ramadan/Eid/Picnic)			-	-	32,605
Banquet Hall Rental			550	700	2,700
Burial Plot			-	1,000	16,600
Misc Income			2,179	3,530	6,044
<b>Total Income</b>			<b>82,330</b>	<b>79,236</b>	<b>646,026</b>
<b>Expense</b>					
Building Operations	176,500	42,875	21,946	36,797	153,018
School Programs	149,500	41,125	35,256	31,210	150,155
Events & Activities (Budget net of income)	72,500	5,250	1,864	5,715	80,115

### Balance Sheet

	Mar-20	Dec-19
<b>Assets</b>		
<b>Current Assets</b>		
Cash	1,047,654	1,141,918
Burial Plots	82,154	82,154
Investments	187,869	111,494
<b>Total Current Assets</b>	<b>1,317,677</b>	<b>1,335,566</b>
<b>Property and Equipment</b>		
Land & Improvements	1,393,709	1,393,709
Building & Improvements	3,462,858	3,462,858
Furniture & Equipment	328,418	328,418
Leasehold Improvements	6,250	6,250
Motor Vehicles	3,756	4,036
Capital Project (Construction) In Progress	90,372	70,468
Less: Accumulated Depreciation	(1,706,242)	(1,665,644)

	Opening Jan 1 2020	Contribution	Expenditures / Payments	Closing Mar 31 2020
	53,322	23,110	(30,283)	46,149
	29,211	-	(4,100)	25,111
	5,390	5,000	(6,141)	4,249
	6,133	-	-	6,133
	48,239	396	-	48,635
	2,612	-	(470)	2,142
	28,001	11,079	(35,342)	3,738
	36,968	800	-	37,768
	76,772	3,100	(967)	78,905
	122,846	2,725	(19,904)	105,667
	-	50,351	(10,742)	39,610
<b>Total</b>	<b>409,494</b>	<b>96,561</b>	<b>(107,948)</b>	<b>398,107</b>

	Q1-2020	Q4-19	Q3-19	Q2-19	Q1-19	YE-18
Dawah & New Muslims	4,000	4,000	4,000	4,000	4,000	4,000
Kids Fund	3,432	3,432	3,432	3,432	3,432	3,432
Montessori	1,250	1,250	6,250	8,650	7,650	7,650
Science Academy	12,000	15,000	10,000	10,000	10,000	10,000
Syria	-	-	15,033	15,033	37,621	9,710
Old Misc (from 2015)	4,429	4,429	4,429	4,429	4,429	4,429
China	-	100	100	100	-	-
Islamic Relief	-	1,000	-	-	-	-
<b>Total</b>	<b>25,111</b>	<b>29,211</b>	<b>43,244</b>	<b>45,644</b>	<b>67,132</b>	<b>39,221</b>

### Construction Update

The Campus Expansion Committee held a Townhall for the community and updated them on the Campus Expansion project. The presentation was posted on our IFN website at the following location:

<https://ifnonline.com/resources/Documents/IFN%20%20Campus%20Expansion%20Public%20.pdf>

### August 2020

#### Finance Update

#### Capital Expenses

## Contact Us

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## As of Aug 1, 2020

### IFN Operational Expenses

Total Budget Approved Jan 2020	\$550,600
Budget Adjusted June 2020 (Estimated)	\$500,000
Spend to date to Q1 (March 31)*	\$89,000
Forecast for year end 2020*	\$411,000

### Capital Phase-I Expenses

Contracted Amount for Phase I	\$330,000
Amount Spent Q2	\$70,000
Cash in Bank*	\$105,000
Pledges to be collected	\$49,000 (\$80,000 Pledged)

\*waiting for Q2 financials

## Investments



## Investment Update

### IFN Endowment Fund


Cash in Bank (July 31)	\$472,077
Transferred to SP (Sharia Portfolio) inception to July 15	\$225,000
Net asset value in SP Aug 6	\$253,743

### IFN Reserve Fund (Cash minus Restricted)

Cash in Bank as of June 30 (waiting for Q2 financials)	\$400,000
Transferred to NAIT ICCF Fund (July 15)	\$275,000
Net asset value in NAIT ICCF Fund (July 15)	\$283,291



Action items to complete in August



Attribute	Action	Status
2020 Financial Statement Q2	To be completed by the end of Aug 31, 2020 and submitted to BOT by Sep meeting	In Progress
External Audit	<ol style="list-style-type: none"> <li>1. Sign contract with Auditor (2017, 2018 and 2019)</li> <li>2. Provide all requested materials to Auditor</li> <li>3. Get target completion date from Auditor</li> <li>4. Submit draft audit report to Board from Auditor</li> <li>5. Finalize report and publish to Board followed by community</li> </ol>	Complete Jan Complete Feb-Apr August (tentative) August(tentative) Aug/Sept(tentative) Chase Bank, PNC: Treasurer complete Chase Bank: Finance Director complete
Update Bank Accounts with new Finance Director and Treasurer	<ol style="list-style-type: none"> <li>1. In Progress</li> </ol>	Chase Bank: Finance Director complete
Get login ids updated with new Finance Director in Sharia Portfolio	<ol style="list-style-type: none"> <li>1. Request sent by</li> <li>2. Commitment from SP to switch by Mid July</li> <li>3. Validation</li> </ol>	In progress

### *Election Committee*

The board selected community members and requested them to form a committee to oversee the 2020 IFN elections for two (2) expiring board positions held by Br Masood Ahmed and Sr Ambareen Sheriff. Elections were tentatively scheduled for December 6, 2020. The committee will be led by Br Qadri Abdallah.

### *Bylaws Committee*

The board selected board and community members to form a committee to start work on reviewing IFN bylaws and to come up with recommendations for amendments by year-end. The committee will be led by Br Masood Ahmed.

### *General Body Meeting*

The board selected December 6, 2020 as the date for IFN's annual General Body Meeting.

### *Chandelier*

The board gave the greenlight to the EC to proceed on an assessment of the structural safety of the chandelier in the men's payer hall.

## September 2020

### *Comprehensive Community Initiatives (CCI)*


Dr Shariq Siddiqui from CCI presented to the board the landscape of fundraising in the Muslim community, and how the Covid-19 pandemic affected it.

Here are some highlights:

- People who gave before are more likely to continue giving.
- Tax law changes affected fundraising in 2018/19.
- Nearly \$450 Billion in donations (\$310 Billion from individuals).
- 58% of Muslims give within their community.
- 60% of Muslims give to non-Muslim organizations.
- Muslims give less than other faith communities.
- Most Muslims give to their houses of worship first, then domestic poverty, then education, then overseas relief.
- Muslims have the highest rate of giving to domestic poverty than other faith communities (proportion of giving).


### *Finance Update*

#### Capital Expenses




**As of Sep 1, 2020**

IFN Operational Expenses	
Total Budget Approved Jan 2020	\$550,600
Budget Adjusted June 2020 <small>(Estimated)</small>	\$500,000
Spend to Q2, June 30	\$262,941
Forecast for year end 2020	\$287,659
Capital Phase-I Expenses	
Contracted Amount for Phase I	\$330,000
Amount spent from Inception till Q2	\$86,972
Cash in Bank (Restricted)	\$100,844
Pledges to be collected	\$40,150 (\$80,000 Pledged)



#### Investments



### Investment Update Sep 2020


IFN Endowment Fund	
Cash in Bank (Aug 31)	\$448,768
Transferred to SP (Sharia Portfolio) inception to Aug 15	\$250,000
Net asset value in SP Sep 9	\$270,125

IFN Reserve Fund (Cash minus Restricted & 1 year expense)	
Cash in Bank as of June 30	\$381,923
Transferred to NAIT ICCF Fund Inception to (Aug 15)	\$300,000
Net asset value in NAIT ICCF Fund (Aug 15)	\$308,292

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### Action items to complete in September

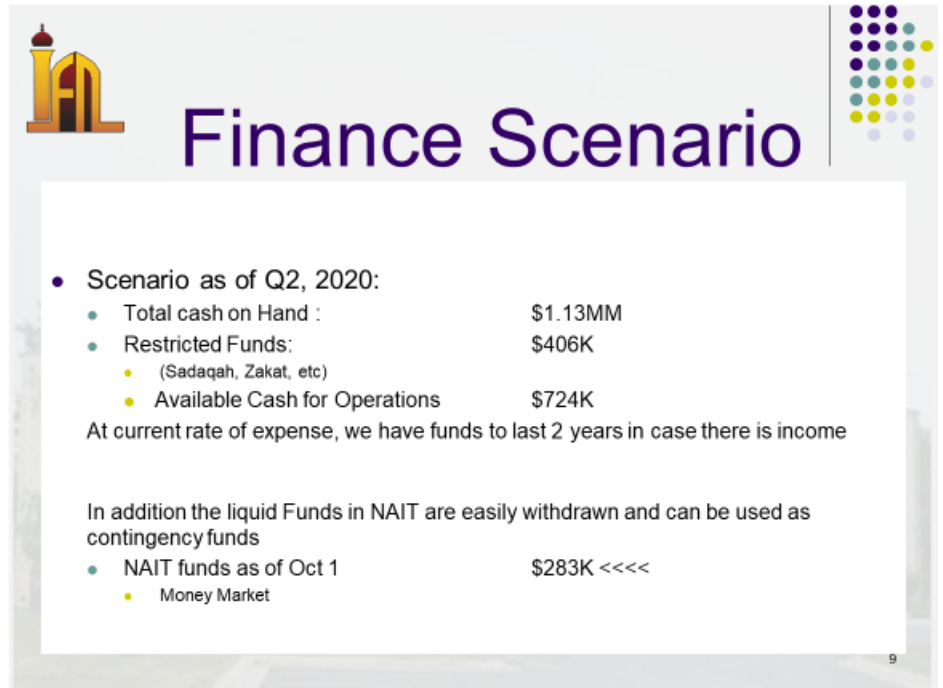


### Action Items

Attribute	Action	Status
2020 Financial Statement Q2	To be completed by the end of Aug 31, 2020 and submitted to BOT by Sep meeting	Completed
External Audit	<ol style="list-style-type: none"> <li>1. Sign contract with Auditor (2017, 2018 and 2019)</li> <li>2. Provide all requested docs to Auditor. Additional docs requested in Aug</li> <li>3. Get target completion date from Auditor</li> <li>4. Submit draft audit report to Board from Auditor</li> <li>5. Finalize report and publish to Board followed by community</li> </ol>	Complete Jan  Complete Sep Tentative Tentative Aug/Sept(tentative) Chase Bank, PNC: Treasurer complete Chase Bank: Finance Director complete
Update Bank Accounts with new Finance Director and Treasurer	1. First Midwest, Chase, PNC Banks	Chase Bank, PNC: Treasurer complete Chase Bank: Finance Director complete
Get login Ids updated with new Finance Director in Sharia Portfolio	<ol style="list-style-type: none"> <li>1. Request sent by Treasurer to SP</li> <li>2. Commitment from SP to switch by Mid July</li> <li>3. Validation</li> </ol>	Physical copies sent Aug, waiting to hear back

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### Finance Scenarios



## Finance Scenario

- Scenario as of Q2, 2020:
  - Total cash on Hand : \$1.13MM
  - Restricted Funds: \$406K
    - (Sadaqah, Zakat, etc)
    - Available Cash for Operations \$724K

At current rate of expense, we have funds to last 2 years in case there is income

In addition the liquid Funds in NAIT are easily withdrawn and can be used as contingency funds

- NAIT funds as of Oct 1 \$283K <<<<
  - Money Market

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### *Annual Fundraising*

The IFN Fundraising Committee selected a few dates in October and November to hold our annual fundraising. Here are the highlights:

- 100% virtual fundraiser.
- October 10, 17, November 14 for dates. Reaching at to speakers (Sh Omar Suleiman, and Sh Yasir Qadhi are available in November).
- Engage IFN youth in the process.
- \$150,000 tentative target fund to raise.

### *Youth Strategy Update*

The Youth Strategy team went through its last set of meetings and idea sharing to improve youth programs at IFN before school reopened. Their final work will be presented at a joint EC/BOT meeting in the next month.

### *Construction Update*

The Capital Project package was submitted to the City of Waukegan for review and feedback. Any requested changes will be handled right away.

Inshaa' Allah, we will continue to share more details in upcoming quarters, and we seek the active participation of all community members in helping IFN in any way that they can.



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