



ISLAMIC CENTER OF NEW LONDON CT

16 Fort Street, Groton, CT 06340

Minutes, Action Points and Agreements from 05 May 2007 ICNL BOD Meeting

- Br. Yusuf- e mail: abujazmin@gmail.com; 5010183 (cell); 4406037 (h)
- Br. Husein- e mail: Husein_Poth@yahoo.com; 8865069 (h)
- Br. Imran- e mail: imran.ahmed@pfizer.com; 6918015 (h); 4414281 (w)
- Br. Altaf- e mail: arasool350@aol.com
- Sister Shahnaz- e mail: shahnaz@icnl.com

Action Points: Time sensitive priorities for the ICNL Board of Director to address within the next 3 months

1. Find a capable replacement for Akram AbuTeen to run the Sunday Islamic school after Br. Akram's departure to attend graduate school (Br. Imran)
2. Finalize the 2007 Budget (Br. Husein)
3. Transfer assets and deeds to the Overseers Committee (Br. Altaf)
4. Hold a General Assembly meeting on Saturday, July 28th (Br. Imran)
5. Re activate and refurbish the Monthly Donors Club (Br. Husein)
6. Up-date the current ICNL membership list (Br. Yusuf)
7. Schedule emergency repair the roof damage in the apartment area (Br. Husein)
8. Create a short list of team members for the ten ICNL Standing Committees specified in the Constitution; assigned responsibility as follows:
 - a. Islamic Community Service Committee: Br. Mahmoud
 - b. Facility Maintenance and Safety Committee: Br. Husein
 - c. Muslim Youth Development Committee: Br. Altaf
 - d. Public Relations and Public Relations Committee: Br. Imran
 - e. Publication and Information Committee: Br. Imran
 - f. Budget and Finance Committee- Br. Husein
 - g. Training and Life Skills Committee- Br. Yusuf
 - h. Dawah and Visitation Committee- Br. Yusuf
 - i. Social Function and Programming Committee- Br. Kadri
 - j. Policy and Procedures Committee- Br. Altaf
9. Plan for the July Expanded Muslim Community Potluck on Saturday, July 14th (Br. Kadri)
10. Set plans for Ramadan (how decisions will be made, pot lucks, prayers...)- Br. Kadri

BOD Ground Rules

1. BOD meetings scheduled every 1st Saturday of the Month, Asr to Magrib, during summer hours; limit BOD meetings to 2-hours- 1st hour operational; 2nd hour strategic
2. BOD agenda draft issued one week prior; meeting minutes issued preferably ≤ 72 hours; final posted on the ICNL bulletin board and web site
3. Send Jummah announcements to Br. Husein by EOB Wednesday of the week
4. BOD attendance at the Monthly Board meetings is mandatory; 3 unexcused absences will result in dismissal from the Board; this applies to everyone
5. The BOD officers are expected to lead by example; attendance in at least 3 prayers in jamaat at the Masjid per week is highly recommended

Notable ICNL Accomplishments during the 2005-2007 Term

1. Renovation of the basement
2. Masjid facility up grade
3. Heating system repair
4. Muslim Community Appreciation Day during the July Fireworks
5. ICNL Open House in May 2006
6. Implementation of an electronic, computer based financial accounting system
7. Hiring a hafiz for Ramadan
8. Effective community director for managing social functions and events
9. Part time Imam experiment
10. Effective building committee implementation
11. Hiring of a full time Imam

Key Learning's from the Past Board

1. The Board must have a vision and a strategic direction
2. Getting people excited and involved in a positive way takes enormous skill and effort
3. Board members must be role models and dedicate time and resources
4. You can't please all the people all the time
5. Must set a clear decision making process and make decisions binding once made

A Strength- Weakness- Opportunity-Threat exercise was completed. Use the Strength, Stop each weakness, Exploit each opportunity, and Defend each threat (*U S E D*). See attached.

Strategic Themes/Objectives/Goals for the ICNL as outlined by the Board of Directors over the next two years (these are strategic goals that the Board will work towards over the next two years in addition to operational goals and objectives that will be driven primarily through the Teams)

1. Building a sustainable ICNL infrastructure
 - a. Full implementation of the team based operating model
 - b. Leverage the Overseers Committee to the fullest extent per Constitution
 - c. Establish a sustainable business model for funding of the Center
2. Developing responsible leadership within the Muslim community
 - a. Successfully hire and support a full time Imam for the Center
 - b. Maximize the participation, engagement and training opportunities for community members in ICNL activities by implementing teams
 - c. Establish a strong Dawah and Islamic education program
3. Positively influencing the external environment
 - a. Establish a “good neighbors” entity that reflects positively on Islam and Muslims by participating in community development activities such as Habitat, Soup Kitchen, Tutoring, Counseling, Health Work shops
 - b. Leverage partnership with CAIR to hosts Open Houses, publish OpEds, build rapport with local law enforcement and government officials
 - c. Make ICNL the information and referral center for Muslims and Non-Muslims alike