# The CONSTITUTION and BYLAWS OF

THE MUSLIM CENTER OF BLOOMFIELD HILLS, INC.

As amended through December 31, 2005

and May 19-2015

March-11-2008

March-11-2008

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### MISSION STATEMENT

The Muslim Unity Center is an independent, ecclesiastical, non-profit, Islamic organization. The objective of the organization is to develop, support and promote an Islamic way of life and to ensure the emergence of an American Muslim identity. The Unity Center affirms the principles

of the social order established by the Prophet Muhammad (S), including the establishment of a thriving and vibrant community free of ethnic, racial, cultural or national divisions. The Unity Center vision is based on the teachings of the Quran: "You are the most exemplary community brought forth for humankind. You enjoin what is right and forbid what is wrong and you believe in Allah" and on the teachings of the Prophet(S): "The best among the people are those who benefit the people".

### STATEMENT OF PRINCIPLES

The policies of the Muslim Unity Center are based on the following principles:

- 1. The sources of Islam are the Holy Qur'an and the authentic (or 'sahih' in Arabic) traditions of Prophet Muhammad (S). The family of the Prophet (Ahl-al-Bayt) and the Rightly Guided Khalifs (Abu Bakr, Omar, Othman and Ali) are revered sources of enlightenment and inspiration for the Unity Center community. Cultural, ethnic and nationalistic traditions are personal practices and not sources of Islam
- Islam is a universal mercy of God. Muslims identify primarily as a community of faith and not as an ethnic group, race, color, or tribe. The Unity Center does not promote activities with ethnic focus or overtones.
- Arabic is taught as the language of the Holy Qur'an. The language of communication and for conducting activities of the Center is the English language.
- Sect, school of thought (or 'madhab' in Arabic), are personal preferences, not a community policy. The affairs of Muslims should be handled through consultation (or 'shura' in Arabic), discipline and organization.
- 5. The Center is committed to projecting and promoting Islam in an egalitarian and enlightened manner. Men and women are equally responsible to put forth the effort, develop and implement the policies and activities of the Center.
- 6. The Center does not believe that segregation of the sexes is a guarantee of righteousness. The Center emphasizes modesty, purity of heart, clarity of conscience and adherence to the teachings of Allah and his Prophet, as the key steps on the path to righteousness.
- The Unity Center advocates the ethics and codes of Islamic behavior, while affirming kindness, compassion and respect for all fellow humans as cherished core values.
- There is no compulsion in religion. The role of the Center is to remind not to compel. The Center does not judge people or classify Muslims. The Center aims to be an inclusive and inviting haven and a beacon of light guiding all humans.
- Islam is a way of life; all actions should serve the interest of Islam, Muslims in the U.S. and humanity at large. Preoccupation with political activities abroad is divisive and is inconsistent with the mission of the Unity Center.

10. The Muslim Unity Center honors the constitution of the United States as the guiding legal principle of the Nation and shall abide by all the applicable laws of the land.

# ARTICLE I

Section 1. Registered Office. The Muslim Center of Bloomfield Hills, Inc., d/b/a the Unity Center (sometimes referred to herein as the "Corporation" or the "Center"), shall have and continuously maintain in the State of Michigan a registered office located at 1830 West Square Lake Road, Bloomfield Hills, Michigan 48302. The Corporation may, by resolution of the Board of Trustees of the Corporation ("Board of Trustees"), change the location to any other place in Michigan.

**Section 2**. Other Office. The Corporation may also maintain offices at such other places, within or without the State of Michigan, as the Board of Trustees may, from time to time, establish.

# ARTICLE II PURPOSES

**Section 1.** General. The Corporation is organized exclusively for charitable, religious, educational, and/or scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Internal Revenue Code or 1986, as amended, or the corresponding section of any future federal tax code.

Section 2. <u>Limitations</u>. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Primary Goals and Objectives section below. No substantial part of the activities of the Corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these Bylaws, the Corporation shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or the corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under Section 170(c)(2) of the

Internal Revenue Code of 1986, as amended, or the corresponding section of any future federal tax code.

**Section 3.** Primary Goals and Objectives. The Corporation shall have, as its primary goal and objective, the preservation of the Islamic identity by encouraging members to live in conformity with the principles of Islam in a changing world. To this end, the Corporation plans to undertake a wide range of activities. Some of these activities include, but are not limited to the following:

- Foster Unity among all Muslims, irrespective of national or ethnic origins;
- Congregational prayers;
- Month of Ramadan services;
- Religious education for children and adults;
- Interfaith dialogue and outreach activities;
- Publications;
- Islamic workers training;
- Community service;
- Economic and Social Work;
- Family counseling;
- Daycare for children:
- Celebration of life cycle events of its members, such as graduations,
   weddings and funerals;
- Library and informational services;
- Preservation of Islamic culture, identity and values;
- Developing bonds of friendship with other communities; and
- Fostering understanding and appreciation of other cultures and religions.

ARTICLE III MEMBERSHIP

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- Section 1. Membership. Membership is open to all Muslims who believe in Allah and His last and final messenger Muhammad, and who accept the goals and missions of the Center.
- **Section 2.** Member Responsibility. All members will uphold and strive to disseminate the Islamic faith, principles and practices, and to preserve, protect and promote Muslim unity, and will devote their energies in carrying out the task of building a community for the common welfare and benefit of mankind.
- **Section 3.** <u>Membership Input to Board</u>. The input of membership shall be solicited and considered in an advisory capacity by the Board of Trustees and the Elected Board in making all decisions of the Center.
- Section 4. Dues. Members shall pay to the Center, as membership dues, a minimum of Six Hundred Dollars (\$600.00) per family and Three Hundred Dollars (\$300.00) per individual for the year, payable in monthly installments in a manner prescribed by the Elected Board or by an annual lump-sum payment every January. To be a member in good standing, dues must be paid for the preceding twelve (12) consecutive months (and/or payment of the life-time membership fee as described below) after filing a duly filed membership form in a manner prescribed by the Elected Board. Membership fees may be discounted or waived in case of hardship on an individual basis as determined by the Elected Board, which is described below. The Elected Board may also designate different membership dues for family units and/or student members. A married couple may obtain a lifetime membership based upon a one (1)-time payment of Ten Thousand Dollars (\$10,000.00). The Elected Board may revise the membership fee structure from time to time with the approval of the Board of Trustees. The Board of Trustees must approve payment structure, all matters regarding annual membership dues, including setting up of the fee, due dates, etc.
- **Section 5.** <u>Transfer of Memberships</u>. Memberships are not transferable or assignable.
- Section 6. Resignation or Termination from Membership. Any member may resign at any time by filing a written resignation with the Secretary of the Corporation. The Board of Trustees, by a majority vote of those present at a regular or special meeting of the Board of Trustees, may suspend or expel a member for cause after an appropriate hearing; and it may terminate the membership of any member who becomes ineligible for membership based upon the requirements of this Article III by a majority vote of those present at any regular meeting of the Board of Trustees. A member's or prospective member's participation in any group or organization which has its objectives matters which are counter to the aims and objectives of the Center may be considered by the Board of Trustees as the basis of a for cause termination of a member's membership in the Center and/or the basis for the rejection of an application for membership from a prospective member.

- **Section 7.** Reinstatement to Membership. Upon written request signed by a member who has been terminated and filed with the Secretary, the Board of Trustees may reinstate a member to membership by a two-thirds (2/3) vote of those present at a regular or special meeting of the Board of Trustees and upon such conditions as the Board of Trustees may deem appropriate.
- **Section 8.** Conflict of Interest. Notwithstanding any of the preceding Sections of Article III, the Corporation shall not accept any contributions that may lead to the appearance of impropriety or conflict of interest.
- **Section 9.** Member Participation in Leadership Positions. Leadership positions on the Board of Trustees and Elected Board are open to all active members of the Center, with due process, who are in good standing, regardless of gender, ethnicity or color, and subject to the other provisions of these Bylaws.
- Section 10. Membership Disqualification. If any prospective member is also a member of any foreign group or organization, he or she must disclose it on the membership application. The Center, in its sole discretion as determined by the Board of Trustees, may reject an application for membership if a foreign group or organization is identified on the membership application (or otherwise) and the foreign group or organization is deemed to have as its objectives matters which are counter to the aims and objectives of the Center.

# ARTICLE IV MEETINGS OF THE MEMBERS

- Section 1. Annual Meeting of the Members. There shall be an annual meeting of the members of the Corporation to be held each year in November, at a date to be determined by the Elected Board. The Annual Meeting shall include announcement of the results of mail ballot, the election of the Elected Board in accordance with Article VI below, a presentation of annual reports to the members, and such other business as may properly come before the meeting; provided, however, until there are at least one hundred (100) members in good standing, the Board of Trustees may instead appoint an interim Elected Board in accordance with Article VI below.
- **Section 2.** Special Meetings of the Members. Special meetings of the members may be called at any time by order of the Chairman of the Board of Trustees, the President of the Elected Board or the majority of the members of the Elected Board by written notice to the President.
- **Section 3.** <u>Time and Place of Meetings</u>. Each meeting of the members shall be held at the time and place determined by the Elected Board or its delegate(s) and shall be within the periods specified by the Bylaws, and shall be specified in the notice of the meeting.

Section 4. Notice of Meetings of the Members. For the annual meeting of the members, written notice shall be mailed to the members not less than fourteen (14) days nor more than thirty (30) days before the day on which the meeting is to be held. For special meetings, notice shall be given by mail or by such other means as the Elected Board may deem effective, but not less than seven (7) days before the day on which the meeting is to be held. If mailed, such notice shall be deemed to be given when deposited in the United States Mail, postage prepaid, directed to the Trustee at the address which appears on the records of the Corporation. All notices shall state the purpose or purposes, the time, and the place of the meeting. Notice of special meetings shall state by whose order the meeting is being called.

**Section 5.** Annual Report. In addition to other reports of the officers and committees, the President and Treasurer of the Corporation shall deliver an annual report containing the following written reports to the members:

A summary statement of receipts and expenditures and a balance sheet prepared by the Treasurer for the prior fiscal year;

A report of the program activities of the prior fiscal year prepared by the Executive Director, or designee;

A report of anticipated revenues and general expenses for the next fiscal year, which should be prepared by the Treasurer and approved by the Board of Trustees; and

A report of any additional important matters effecting the Center.

**Section 6.** Organization and Conduct of Meeting. Each meeting of the members shall be presided over by the President of the Elected Board, or in the case of his or her absence or inability, by the Vice-President of the Elected Board. The role of secretary shall be filled by the Secretary of the Corporation, or in the absence of the Secretary, by a person appointed by the President, or Vice-President in his or her absence.

Section 7. Quorum; Election of Elected Board. To conduct business, a quorum of at least ten percent (10%) of the eligible voting members shall be present in person. In the event that a quorum is not present at either an Annual Meeting or Special Meeting, any matter requiring the vote of the membership shall be accomplished by a mail ballot to be prepared by the Executive Director and sent out within seven (7) days of such meeting. The election of the Elected Board shall always be accomplished by mail ballot to be prepared by the Executive Director, or in his or her absence, by a designee appointed by the Board of Trustees. The mail ballot shall be sent to all members in good standing and shall allow twenty (20) days for the member to respond. The results of a mail ballot shall be certified by the Secretary of the Corporation and reported, in writing, to the membership.

Section 8. Voting at Meetings of the Members. As to any matter put to the vote of the members by the Elected Board, a member shall be eligible to vote as long as the member is not delinquent in the payment of monthly dues for the prior twelve (12) month period. Each individual member, excluding student members, will be entitled to cast one (1) vote and family units shall be entitled to cast two (2) votes, for any matter put to the vote of the members. Only those persons recorded as members forty-five (45) days prior to the date of the meeting and who meet the eligibility requirements of Article III of these Bylaws shall be eligible to vote at that meeting or by mail ballot. The records maintained by the Secretary of the Corporation shall be the final determination for eligibility to vote at either the Annual Meeting or Special Meeting of the General Membership.

#### ARTICLE V BOARD OF TRUSTEES

Section 1. General Powers. Except as otherwise provided in the Michigan NonProfit Corporation Act (the "Act") or the Articles of Incorporation of the Corporation ("Articles"), the property and general business affairs of the Corporation shall be managed by its Board of Trustees. The Board of Trustees shall have general management and control of the business and affairs of the Corporation and shall exercise all of the powers that may be exercised or performed by the Corporation under the statutes of the State of Michigan, the Articles or these Bylaws.

Section 2. Specific Powers. The Board of Trustees will have the general responsibilities of (i) protecting the Center's assets and its goals and objectives, (ii) approving the annual budget, (iii) approving any major investments, acquisitions or transactions involving the Center's real estate by the Center, (iv) adopting policies of the Center, (v) in consultation with the Elected Board, hiring key personnel of the Center, including the Executive Director and the Imam, and determining their respective compensation, (vi) designating a spokesperson for the Center in all matters related to media, governmental and/or legal affairs and any other matters of critical importance, (vii) approving access to the Center's website and other media that is of importance to the image of the Center, and (viii) approving any deviations from approved construction and remodeling plans for the Center. Additionally, the Board of Trustees shall be responsible for nominating to the General Membership a slate of persons to serve on the Elected Board for the ensuing fiscal year of the Center, and shall present such slate of nominees to the members of the Center at least thirty (30) days before the annual meeting of the members. A nominating committee appointed by the Board of Trustees shall obtain the slate of the nominees to serve on the Elected Board from the General Membership.

Section 3. Number, Initial Selection and Qualification. The number of Trustees sitting on the Board of Trustees shall be no less than three (3) and no more than fifteen (15) as may be designated by the Board of Trustees from time to time by resolution of a

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majority of the entire Board of Trustees. The initial Board of Trustees shall consist of Victor Begg, Syed Salman and Dr. Farouk Tootla, being the initial Trustees at the inception of the Corporation. Persons appointed to the Board of Trustees must be citizens or permanent legal residents of the United States of America. The Board of Trustees shall endeavor to have at least one of the members of the Board of Trustees be a female person. And the Doard of frustees May in the future impose a requirement for Membership in the center toquicity to appointment for the board of trustees Section 4. Term of Office. A member of the Board of Trustees shall hold office

for the term elected and until a successor is elected and qualifies, or until the specific member of the Board of Trustees resigns or is removed, or in the case of a member having an initial term of one (1) year, at the end of the term. Each of the members of the initial Board of Trustees shall have a term of office of seven (7) years, commencing on the date the original Bylaws were adopted by the Board of Trustees. Any person appointed to the Board of Trustees, subsequent to the appointment of the initial Board of Trustees, shall have an initial term of office as follows: a minimum of three (3) members for a three (3) year term, a minimum of three (3) members for a two (2) year term, unless a shorter or longer term is agreed to by the majority of the members of the Board of Trustees at the time of appointment. Subsequent to the initial term of each appointment to the Board of Trustees as provided above, the term of each member appointed to the Board of Trustees shall be a two (2) year term. Each member of the Board of Trustees have an equal vote for (i) the appointment of new members to the Board of Trustees, (ii) the reappointment of existing members of the Board of Trustees, and (iii) the determination of the corresponding term of each appointment or reappointment.

**Section 5.** Resignation. A member of the Board of Trustees may resign by written notice to the Chairperson of the Board of Trustees, or in his absence, the Vice-Chairperson. The resignation is effective upon its receipt by the Chairperson of the Board of Trustees (of Vice-Chairperson in his absence) or a subsequent time as set forth in the notice of resignation.

**Section 6.** Removal. A member of the Board of Trustees may be removed by a vote of two thirds (2/3) of the members of the Board of Trustees entitled to vote at an election of the Board of Trustees, upon gross violation of the Trustee's duties and upon charges brought by two (2) or more Trustees in writing and after consideration of any written response of the Trustee subject to removal. In the event a member of the Board of Trustees fails to attend three (3) consecutive meetings of the Board of Trustees which are called in accordance with these Bylaws without adequate justification and/or pre-approval from the Chairperson of the Board of Trustees, the absent Trustee shall be deemed to be in gross violation of the Trustee's duties for purposes of this Section.

Section 7. <u>Vacancies</u>. The right to fill vacancies in the Board of Trustees, including vacancies created by the adoption of a resolution increasing the number of members of the Board of Trustees, is reserved exclusively to the Board of Trustees. A vacancy may be filled only by the affirmative vote of at least two-thirds (2/3) of the

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remaining members of the Board of Trustees and/or if at least two-thirds (2/3) of the remaining members agree, they can choose to leave a position unfilled until the next regularly scheduled meeting of the Board of Trustees or for an indefinite period of time (provided there are at least three (3) persons then serving on the Board of Trustees), at which time a vote of at least two-thirds (2/3) of the remaining members of the Board of Trustees will fill it.

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Section 8. Regular Meetings. A regular meeting of the Board of Trustees may be held either within or without the State of Michigan. A regular meeting may be held without notice only if such meeting is held on the date and time stated (in this paragraph) below. Otherwise, except as provided by the Act, written notice of time, place and purpose of meeting shall be given not less than ten (10) nor more than sixty (60) days before the date of the meeting, either personally, or by mail, to each Trustee of record entitled to vote at the meeting. If mailed, such notice shall be deemed to be given when deposited in the United States mail, postage prepaid, directed to the Trustee at the address, which appears on the records of the Corporation.

Regular meetings of the Board of Trustees shall be held quarterly on the first (1<sup>st</sup>) Sunday in the months of February, May, August and November, at 8:30 a.m. The Annual Meeting will be deemed to be the regular meeting of the Board of Trustees held in the month of November.

The business to be transacted at, and the purpose of, a regular meeting need not be specified in the notice or waiver of notice of the meeting. The first meeting of each newly elected Board of Trustees shall be held without notice immediately after, and at the same place as, the annual meeting of the Board of Trustees for the purpose of the organization of the Board of Trustees, the election of the Chairperson and Vice-Chairperson of the Board of Trustees from the members of the Board of Trustees, and the transaction of such other business as may properly come before the meeting.

Section 9. Special Meetings. Special meetings of the Board of Trustees may be called by the Chairperson of the Board of Trustees and shall be called by the Chairperson of the Board of Trustees on the written request of two (2) or more of the members of the Board of Trustees. Such meetings may be held either within or without the State of Michigan. A special meeting shall be held only when notice of the time and place thereof is mailed to each Trustee, at the address which appears on the records of the Corporation, at least seven (7) days before the day on which the meeting is to be held, or sent to such place by telefax, or telephoned or delivered personally, not later than the day before the day on which the meeting is to be held. The business to be transacted at, and the purpose of, a Special Meeting must be specified in the notice of the Special Meeting.

Section 10. Attendance Constituting Waiver of Notice. At both regular and special meetings, attendance of a Trustee at a meeting of the Board of Trustees

constitutes a waiver of notice of the meeting, except where a Trustee attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

**Section 11.** Meeting by Conference Telephone. A member of the Board of Trustees or of a Committee designated by the Board of Trustees may participate in a meeting by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting conducted in this fashion constitutes presence in person at the meeting.

Section 12. Quorum. A quorum at a meeting of the Board of Trustees for the transaction of business is constituted by a majority of the members of the Board of Trustees then in office, or of the members of the Board of Trustees serving on a Committee thereof. Provided, however, if at any meeting less than a quorum shall be present, a majority of those present may adjourn the meeting from time to time, and the act of a majority of the Trustees present at any meeting at which there is a quorum shall be the act of the Board of Trustees, except as may be otherwise specifically provided by law or by the Articles of Incorporation or by these Bylaws.

Section 13. Required Vote. Amendment of the Bylaws by the Board of Trustees requires the vote of not less than two-thirds (2/3) of the members of the Board of Trustees then in office. For all other purposes, unless the vote of a larger number is required by the Act and/or by these Bylaws, the vote of the majority of the members of the Board of Trustees present at a meeting at which a quorum is present constitutes the action of the Board of Trustees or of the Committee. At all meetings of the Board of Trustees, each Trustee present shall have only one vote.

Section 14. Consent of Board Members Without Board Meeting. Action required or permitted to be taken pursuant to authorization voted at a meeting of the Board of Trustees or of a Committee thereof, may be taken without a meeting if, before or after the action, all members of the Board of Trustees or of the Committee thereof consent in writing. The written consents shall be filed with the minutes of the proceedings of the Board of Trustees or Committee thereof. The consent has the same effect for all purposes as a vote of the Board of Trustees or Committee thereof.

**Section 15.** <u>Chairperson.</u> At all meetings of the Board of Trustees, the Chairperson of the Board of Trustees, if any and if present, shall preside. If there is no Chairperson, or if the Chairperson is absent, then the Vice-Chairperson shall preside. If the Vice-Chairperson is absent, then a member of the Board of Trustees chosen by the majority of the members of the Board of Trustees present at the meeting shall preside.

**Section 16.** Compensation. Members of the Board of Trustees shall not receive, as members of the Board of Trustees, any salary from the Corporation, but the Board of Trustees may authorize the payment to members of the Board of Trustees of a

fixed fee and expenses for attendance at meetings of the Board of Trustees or any Committee thereof, subject to the restrictions contained in Articles II of these Bylaws. No such payments shall preclude any Trustee from serving the Corporation in any other capacity and receiving compensation therefor.

Section 17. Nominating Committee. The Board of Trustees may appoint a Nominating Committee to nominate the slate of members for the Elected Board for a vote of the General Membership at its annual meeting. In the event the Board of Trustees chooses to appoint a Nominating Committee, the Board of Trustees shall appoint persons to the Nominating Committee at the regular meeting of the Board of Trustees following the annual meeting.

Section 18. Presumption of Board Member's Concurrence in Absence of Dissent. A member of the Board of Trustees who is present at a meeting of the Board of Trustees, or a Committee thereof of which he/she is a member, at which an action is taken on a Corporation matter, is presumed to have concurred in that action unless a dissent is entered in the minutes, or unless a written dissent to the action is filed with the person acting as secretary of the meeting before or promptly after the adjournment. The right to dissent does not apply to a member of the Board of Trustees who voted in favor of the action. A member of the Board of Trustees who is absent from a meeting of the Board of Trustees, or a Committee thereof of which he/she is a member, at which any such action is taken is presumed to have concurred in the action unless a written dissent is filed with the Chairperson of the Board within a reasonable time after he/she had knowledge of the action.

**Section 19.** Imam. The Board of Trustees shall hire an Imam, or religious leader of the Center. The Imam shall have the following qualifications:

- Degree in religious education;
- (2) Command of the English language;
- (3) Excellent communication skills;
- (4) Interpersonal skills;
- (5) American cultural literacy;
- (6) Piety/integrity;
- (7) Not be affiliated with any overseas organization or group; and
- (8) Be a citizen or permanent legal resident of (or otherwise legally permitted to work in) the United States of America.

#### The Imam shall:

- Be the spiritual leader, a religious guide and resource for the community;
- Lead prayers and deliver Sermons;
- (3) Provide religious, spiritual and family counseling;
- (4) Officiate and conduct Life-Cycle events;
- (5) Provide input to all religious education;
- (6) Organize and conduct religious classes for adults and youth;
- (7) Be involved with inter-faith activities and outreach;
- (8) Be a community activist with focus on unifying and improving the community;
- (9) Work closely with other Islamic centers/mosques and organizations; and
- (10) Participate in fundraising for the Center.

#### ARTICLE VI THE ELECTED BOARD OF DIRECTORS

Section 1 Titles and Qualifications of Elected Board The Board of Directors (also known as the elected board) is composed of 9 members. The principal officers of the Corporation who will be represented on an elected board (the "Elected Board") shall be the President, Vice-President, Secretary and Treasurer of the Elected Board. Additionally, there will be five (5) Members at Large serving on the Elected Board without an officer designation. No member of the Elected Board can be then serving as a member of the Board of Trustees, except during any period that there is an interim Elected Board in accordance with Section 2 below; and each member of the Elected Board must be a member of the Center in good standing as described in Article III of these Bylaws. These Officers, the three (5) Members at Large and the Executive Director (as described below) shall be known as the Elected Board. The Elected Board shall be responsible for the day-to-day operations of the Center and the financial and business management of the Center. To ensure diversity; the Elected Board shall have a minimum of one third of each gender. In addition, one member will be appointed from an "under represented minority".

Comment [msb1]: May 31st 2005 with a correction on 8/23/05

Section 2 Election and Term of Office The Elected Board (with the exception of the Executive Director) shall be elected annually for a two (2) year term, subject to the limitation below, by the members of the Corporation at the annual meeting of members from a slate nominated by the Board of Trustees, provided an interim Elected Board may be appointed by the Board of Trustees until such time as there are at least one hundred (100) members in good standing. For purposes of ensuring a staggered representation on the Elected Board, half of the members will be elected each year. All subsequent terms of office after the initial term shall be for two (2) years. The Elected Board shall choose from among the persons elected to the Elected Board the persons to represent the offices included in the Elected Board (as described in Section 1 above) at the first meeting of the Elected Board immediately following the Annual Meeting of the General Membership of the Center (or at the first meeting of the interim Elected Board, as applicable), to serve in the designated offices for the ensuing two (2) year term. No Elected Board member shall hold the same position on the Elected Board for more than three (3) consecutive terms. Each shall hold office until his or her successor shall have been elected or until the officer becomes incapacitated, resigns, or is removed. In the event an interim Elected Board is appointed by the Board of Trustees, the interim Board will be replaced upon the election by the members of a new Elected Board once there are at least one hundred (100) members in good standing available to elect the Elected Board.

### Section 3. President. The President shall:

In formulating the overall plans and policies of the Center, organize the efforts and resources of the Elected Board and the members of the Center;

Appoint and organize the operational committees of the Center;

Call and preside over the meetings of the Elected Board and the meetings of the General Membership;

Designate members and/or seek outside help to carry out any specific task;

Present the Annual Report, in conjunction with the presentation by the Treasurer, to the General Membership at the Annual Meeting;

Work closely with the committee chairs, providing them with leadership and necessary assistance to achieve the overall objectives of the Center;

Subject to the provisions of Section 2 of Article V, be the representative and correspondent of the Center in all external affairs; and

Have such other powers and duties as may be assigned to him or her by the Board of Trustees, provided they are not otherwise inconsistent with these Bylaws.

**Section 4.** <u>Vice-President</u>. The Vice-President shall, in the absence of the President, have all the powers normally vested in the President. The Vice-President shall assist the President in the execution of his/her duties.

### Section 5. Secretary. The Secretary shall:

- Be custodian of all the original records and documents of the Corporation;
- (2) Prepare, circulate and maintain the minutes of all meetings of the General Membership, the Elected Board and the Board of Trustees;
- (3) Keep a current list of all members of the Center with their addresses;
- (4) Keep a current list of officers, members of the Elected Board and members of the Board of Trustees, with their addresses;
- (5) Prepare the agenda and notify the Board of Trustees, Elected Board and the General Membership of all scheduled meetings;
- (6) File the Corporation's annual report with the State's Corporate Division; and
- (7) Perform all other duties that are incidental to the office of Secretary or that may be assigned by the Board of Trustees or the President, including being responsible for all correspondence of the Center, provided they are not otherwise inconsistent with these Bylaws.

### Section 6. Treasurer. The Treasurer shall:

- (1) Be accountable for the receipt and disbursement of funds on behalf of the Corporation, including the deposit of all contributions and donations received by the Center in the Center's bank accounts and provided disbursements from the Center's checking account shall require the joint signatures of the Treasurer and the President;
- (2) Regularly enter or cause to be entered in the books of the Corporation a complete account of all funds or property received by him or her for the account of the Corporation;

- (3) Render a written account of all the Corporation's accounts and financial position at each regular meeting of the Board of Trustees;
- (4) Exhibit the account books of the Corporation and all securities, vouchers, papers and documents of the Corporation in his or her custody to any member (or designee of a member) upon reasonable request;
- (5) File all tax and other financial reports required of the Corporation in a timely manner;
- (6) Prepare the budget of the Center for presentation to, and the approval of, the Board of Trustees;
- (7) Present the budget at the annual meeting of the membership; and
- (8) Perform all other duties that are incidental to the office of Treasurer or that may be assigned by the Board of Trustees or the President, provided they are not otherwise inconsistent with these Bylaws.

Section 7. Executive Director. The Elected Board shall hire an Executive Director to run the day-to-day operations and activities of the Center and shall determine his or her compensation, all subject to the approval of the Board of Trustees. The Executive Director shall supervise and administer the business and activities of the Corporation consistent with the purposes and objectives outlined in Article II above. The Executive Director shall have the authority to hire and fire any employees reporting to his/her office on approval of the President, and with proper notice to the Board of Trustees, and as may be required pursuant to the purposes and objectives outlined in Article II above. The Executive Director shall be an ex-officio, non-voting, member of the Elected Board and all of its Committees. He or she shall be responsible for the planning and daily management of the specified activities of the Corporation in accordance with the policies of the Board of Trustees and the decisions of the Elected Board. With the assistance and input of the Elected Board, the Executive Director shall be specifically responsible for (i) public relations and outreach, (ii) education matters, (iii) life cycle and social events coordination, (iv) building and property maintenance, (v) recreational activities, (vi) fund raising, (vii) collection of membership dues, (viii) informational systems, (ix) the Center's website, (x) periodic newsletter(s) to be published by the Center, (xi) library and media center, (xii) kitchen and banquet facility, and (xiii) children's play area and other youth programs.

**Section 8.** Resignation of Officers. Any officer or member of the Elected Board may resign at any time by delivering a written resignation to the President of the Elected Board, the Vice-President or the Secretary. The acceptance of any such resignation (unless required by the terms thereof) shall not be necessary to make it effective.

Section 9. Removal of Officers. Any officer or member of the Elected Board may be removed at any time by a vote of two-thirds (2/3) of the members of the Board of Trustees then in office, upon gross violation of the officer or member's duties and upon charges brought by two (2) or more Trustees in writing and after consideration of any written response of the officer or member to removal. In the event an officer or member of the Elected Board fails to attend three (3) consecutive meetings of the Elected Board which are called in accordance with these Bylaws without adequate justification and/or pre-approval from the President of the Elected Board, the absent officer or member shall be deemed to be in gross violation of the officer or member's duties for purposes of this Section.

**Section 10.** <u>Vacancies in Offices</u>. Upon approval by the Board of Trustees, the President, with the consent of the remaining members of the Elected Board, may fill any vacancy in an office for the un-expired portion of the term.

Section 11. Meetings. The Elected Board shall meet on a regular basis, at least monthly, on the last Sunday of each month at 8:30 a.m. or as scheduled by the President. Notice of the time, place and purpose of meetings shall be given to the Elected Board as deemed appropriate by the President. A majority of the members of the Elected Board must be present to constitute a quorum.

Section 12. <u>Committees</u>. Each member of the Elected Board shall serve as a chair or co-chair of one or more of the operational committees described in Article VII below.

# ARTICLE VII OPERATIONAL COMMITTEES

Section 1. Committees. The Elected Board may designate one or more Committees, each Committee to consist of one or more of the members of the Elected Board and each Committee shall be chaired or co-chaired by a member of the Elected Board. The Elected Board may designate one or more members of the Elected Board as alternates at a meeting of a Committee. A Committee, and each member of a Committee, shall serve at the pleasure of the Elected Board.

**Section 2.** <u>Standing Committees</u>. Unless modified by resolution adopted by the majority of the members of the Elected Board, the following shall be the Standing Committees of the Center:

- (1) Dawa/Outreach Committee;
- (2) Education Committee;
- Social/Recreation and Membership Committee;

- (4) Maintenance/Building Committee;
- (5) Finance Committee (which will be chaired by the Treasurer); and
- (6) Other committees as required by the Elected Board.

Section 3. Powers. A Committee may exercise all powers and authority delegated by the Elected Board to it in the management of the business affairs of the Corporation. However, such a Committee does not have power or authority to (a) amend the Articles, (b) adopt an agreement of merger or consolidation, (c) recommend to the Board of Trustees the sale, lease or exchange of all or substantially all of the Corporation's property and assets, (d) recommend to the Board of Trustees a dissolution of the Corporation or revocation of a dissolution, (e) amend the Bylaws of the Corporation, (f) fill vacancies in the Elected Board, or (g) terminate any membership in the Center.

# ARTICLE VIII CONTRACTS

Common Boardship, Officership or Interest. Subject to the restrictions contained in Article II of these Bylaws, a contract or other transaction between the Corporation and one or more of the members of the Board of Trustees or Elected Board, or between the Corporation and a domestic or foreign corporation, firm, or association of any type or kind, in which one or more of the members of the Board of Trustees or Elected Board are shareholders, employees, consultants, board members or officers, or are otherwise interested, is not void or void-able solely because of such common boardship, officership or interest. Neither is such contract or transaction void solely because such a member is present at the meeting of the Board of Trustees, Elected Board or Committee thereof which authorizes or approves the contract or transaction, or solely because his or her vote is counted for such, if any one of the following conditions is satisfied: (a) the contract or other transaction is fair and reasonable to the Corporation when it is authorized, approved, or ratified; (b) the material facts as to the Trustee's or Elected Board member's relationship or interest, and as to the contract or transaction, are disclosed or known to the Board of Trustees, Elected Board or Committee, as applicable, and the Board of Trustees, Elected Board or Committee, as applicable, authorizes, approves, or ratifies the contract or transaction by a vote sufficient for the purpose, without counting the vote of any common or interested member; (c) the material facts as to the Trustee's or Elected Board member's relationship or interest, and as to the contract or transaction, are disclosed or known to the Board of Trustees, Elected Board or Committee, as applicable, and they authorize, approve, or ratify the contract or transaction.

Section 2. <u>Burden of Establishing Contract's Validity</u>. When the validity of a contract is questioned, the burden of establishing its validity, on any of the grounds

prescribed in that section, is upon the Trustee, Elected Board member, Officer, corporation, firm or association asserting its validity.

**Section 3.** Counting Interested Board Members in Quorum. Common or interested members may be counted in determining the presence of a quorum at a Board of Trustees, Elected Board or Committee meeting at which a contract or transaction is authorized, approved, or ratified.

# ARTICLE IX INDEMNIFICATION OF CORPORATE AGENTS

Section 1. Proceedings Against Corporate Agents. The Corporation shall have power to indemnify any person who was or is a party to, or is threatened to be made a party to, any threatened, pending, or completed action, suit, or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Corporation) by reason of the fact that the person is or was a member of the Board of Trustees and/or Elected Board, Officer, employee, or agent of the Corporation, partnership, joint venture, trust or other enterprise. The indemnification shall be against expenses (including attorney's fees), judgments, fines, and amounts paid in settlement, actually and reasonably incurred in connection with such action, suit, or proceeding. The Corporation shall have the power to indemnify the member of the Board of Trustees or Elected Board, Officer, employee, or agent of the Corporation, only if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Corporation or its Board of Trustees or Elected Board, and with respect to any criminal action or proceeding, had no reasonable cause to believe that the conduct was unlawful.

Section 2. Proceedings by or in the Right of the Corporation. The Corporation shall indemnify any person who was or is a party to, or is threatened to be made a party to, any threatened, pending, or completed action or suit by or in the right of the Corporation to procure a judgment in its favor by reason of the fact that the person is or was a member of the Board of Trustees or Elected Board, Officer, employee or agent of the Corporation, or is or was serving at the request of the Corporation as a member of the Board of Trustees or Elected Board, Officer, employee or agent of another corporation, partnership, joint venture, trust, or other enterprise. The indemnification shall be against expenses (including attorney's fees) actually and reasonably incurred in connection with the defense or settlement of such action or suit. The Corporation shall indemnify any person only if that person acted in good faith and in a manner reasonably believed to be in or not opposed to the best interests of the Corporation or its Board of Trustees or Elected Board. However, no indemnification shall be made in respect of any claim, issue, or matter as to which such person shall have been adjudged to be liable for negligence or misconduct in the performance of a duty to the Corporation unless, and only to the extent that, the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability, in view of all

circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses which such court shall deem proper.

**Section 3.** Corporate Agent Successful in Proceeding. To the extent that a member of the Board of Trustees or Elected Board, Officer, employee, or agent of the Corporation has been successful on the merits or otherwise in defense of any action, suit, or proceeding, referred to above, or in defense of any claim, issue, or matter therein, that person shall be indemnified against expenses (including attorney's fees) actually and reasonably incurred.

**Section 4.** Expenses Payable in Advance. Expenses incurred in defending a civil or criminal action, suit, or proceeding may be paid by the Corporation in advance of the final disposition of such action, suit, or proceeding, as authorized in the Act, upon receipt of an undertaking by or on behalf of the member of the Board of Trustees or Elected Board, Officer, employee, or agent to repay such amount, unless it ultimately shall be determined that the person is entitled to be indemnified by the Corporation.

**Section 5.** Rights Not Exclusive. Further provisions may be made to indemnify members, Trustees or Officers in any action, suit, or proceeding, whether contained in the Articles, Bylaws, a resolution of the Board of Trustees, an agreement or otherwise, so long as such provisions are not in conflict with the Act. Nothing contained in the Act shall affect any rights to indemnification to which persons other than the members of the Board of Trustees or Elected Board and Officers may be entitled by contract or otherwise by law. Moreover, the indemnification provided in the Act continues as to a person who has ceased to be a member of the Board of Trustees or Elected Board, Officer, employee or agent and shall inure to the benefit of the heirs, executors and administrators of such person.

Section 6. <u>Liability Insurance</u>. The Corporation shall have power to purchase and maintain insurance on behalf of any person who is or was a member of the Board of Trustees or Elected Board, Officer, employee, or agent of the Corporation, or is or was serving at the request of the Corporation as a member of the Board of Trustees or Elected Board, Officer, employee or agent of another corporation, partnership, joint venture, trust, or other enterprise against any liability asserted against that person and incurred by that person in any such capacity or arising out of that person's status as such, whether or not the Corporation would have power to indemnify that person against liability pursuant to the Act.

# ARTICLE X GENERAL PROVISIONS

Section 1. <u>Corporate Books, Records, Minutes</u>. The Corporation shall keep books and records of account and minutes of the proceedings of its Board of Trustees, Elected Board and Committees. The books, records and minutes may not be kept outside of the State of Michigan.

The Corporation shall keep at its registered office records containing the names and addresses of all members, and the dates when they respectively became members of record. Any of such books, records, or minutes may be in written form or in any other form capable of being converted into written form within a reasonable time. The Corporation shall convert into written form, without charge, any such record not in such form, upon written request of a person entitled to inspect them.

**Section 2.** <u>Sureties and Bonds.</u> If the Board of Trustees requires, any Officer, employee, or agent of the Corporation shall execute to the Corporation a bond in such sum, and with such surety or sureties, as the Board of Trustees may direct, conditioned upon the faithful performance of that person's duties to the Corporation, including responsibility for negligence and for the accounting of all property, funds, or securities, of the Corporation which may come into that person's hands.

**Section 3.** Fiscal Year. Subject to applicable law, the Board of Trustees shall fix the fiscal year. The fiscal year for accounting purposes shall be the calendar year, unless modified by a resolution adopted by the Board of Trustees.

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# ARTICLE XI AMENDING OR REPEALING BYLAWS

**Section 1.** Power to Amend or Repeal. The power to amend or repeal the Bylaws or adopt new Bylaws is reserved exclusively to the Board of Trustees. Notice of a meeting, setting forth the proposed amendment or a summary of the charges to be effected thereby, shall be given to each Trustee of record entitled to vote thereon within the time and the manner provided in Article V of these Bylaws. Any number of amendments may be acted upon at one meeting.

**Section 2**. By Board of Trustees. Any bylaw made by the Board of Trustees shall be approved by the appropriate number of votes as prescribed in Article V of these Bylaws and shall not be altered or repealed by the Board of Trustees with less than a two-thirds (2/3) vote of all the members of the Board of Trustees. No amendment to an existing bylaw provision, or addition of a new bylaw provision, shall be adopted which is contrary to the teachings of the Quran or the Sunnah.

# ARTICLE XII AMENDMENT AND RESTATEMENT OF ARTICLES OF INCORPORATION

**Section 1.** General Power of Amendment. The Corporation may amend its Articles if the amendment contains only such provisions as might lawfully be contained in the original Articles filed at the time when the amendment is approved.

Section 2. Power of Board Members to Amend Articles. Except as otherwise provided in the Act, the Board of Trustees shall be responsible for approving any amendments to the Articles. Notice of a meeting, setting forth the proposed amendment or a summary of the charges to be effected thereby, shall be given to each Trustee of record entitled to vote thereon within the time and the manner provided in Article V of these Bylaws. Any number of amendments may be acted upon at one meeting.

**Section 3.** Required Vote. At the meeting, a vote of the members of the Board of Trustees entitled to vote thereon shall be taken on the proposed amendment. The proposed amendment shall be adopted upon receiving the affirmative vote of a majority or two-thirds (2/3) of the Board of Trustees entitled to vote thereon. No amendment to an existing provision of the Articles, or addition of a new provision of the Articles, shall be adopted which is contrary to the teachings of the Quran or the Sunnah. The voting requirements of this section of the Bylaws are subject to greater requirements, if any, as prescribed by the Act.

# ARTICLE XIII DISSOLUTION

In case of dissolution of the Center, as approved by the vote of at least two-thirds (2/3) of the members of the Board of Trustees then in office, the funds and the other assets of the Center, after the payment in full of all the outstanding debts, shall be donated to any registered tax-exempt Islamic Organization by the Board of Trustees pursuant to Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, or corresponding section of any future federal tax law.

Adopted on this 14th day of Nevember 2005, by resolution of the Board of Trustees

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Chairman of the Board of Trustees

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# Muslim Unity Center (MUC) Board Meeting Minutes MAY19th, 2015 at 8:00 PM

#### I. Prayer

### II. Call Meeting to Order

Meeting was called to order at 8:20 pm at the MUC Library.

#### III. MUC Board Roll Call

Present:

President - Fahd Al Saghir V. President - Fadi Demashkieh Trustee- Basim abdullah Trustee- Mahmoud Al Hadidi Trustee- Talha Al Hares(Excused)gave Proxy tp Fahd.

Trustee- Hadi Akeel

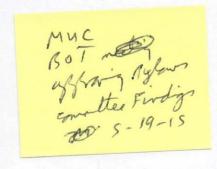
Trustee- Mouhib Ayas(Excused) Trustee- Riad Dali (Excused)

Trustee- Mouhamad Kashlan (excused)

Trustee-Mahmoud El Gamal

Treasurer-Patrick

BOD President-Rouzanna Al Hares Dear Imam- Sheik Al masmari



# IV. Approval of Previous Meeting Minutes

Minutes were sent by E.Mail and it was approved.

#### V.Imam Report

- Imam reports no major issues at the center, Programs continue to grow and the Imam is open to all suggestions.
- Preparations is going well for Ramadan.
- The Imam is arranging for Family Matters Program after Ramadan(Lectures about family issues)and to include therapists.lt will be on Fridays and once /Month.
- The Imam accepted the Director position for MMCC and he will do what is required on his free time and not to affect his work at the Unity Center It will help connect our communities together. There is no official written contract with the MMCC.
- Dr Hadidi requested a youth lecture before Ramadan by the Imam.
- The Imam requested that the carpeted area in the gym to be tiled and to fix the walls in that

### VI.Treasure report and Budget

The Treasurer report is included.

We collected around 1M for the 20123 and 2014.

\$460K roughly was spent for the expansion between buying the 2 lands and legal expenses.

We have more than \$500 K as outstanding pledges.

Decision was made to allocate \$200K for future expansion.

The 1st \$200K from the outstanding pledges goes to the expansion.

- Decision was made for the finance committee to meet and present a budget for the year.
- Phone calls to be placed for the pledges and to write-off 2011 and 2012 Pledges.

#### VII. BOD Report

Social:Chicago trip and the mother /daughter party were a success .The fishing trip is scheduled for the 14th of june.

Facility:2 Bathrooms upgrades were approved for the day care.2Proposals for the camera system is to be studied by the BOD.A truck was leased for Nesreen to use for shopping purposes.

Cafe:Upgraded cabinet and shelving unit is approved before Ramadan.Looking for new Chef.

- Schools:Day care is doing well and expanding.We have 47 kids in sat school .Sunday school principal position is to be discussed at the school
- Education:Neighbor Dinner was a success and the cost was \$2700. The open house cost was \$3700 and the turnout was low(only 45).
- Youth:Programs are doing well especially the mentorship program.Preparation for the summer camp.Ali's contract is to be discussed further at the BOD level.

Ramadan and Eid:Preparation is underway.

Expansion: The Road commission meeting is on the 18 th of June. The judge dismissed the lawsuit case.

#### VIII.Bylaw Update

Dr Hadidi met with other Members for Hours to look into the bylaw issue and to answer all questions.

The original bylaw was from 2003 and it was amended in 2005. All the passed amendment areas in 2005 bylaw is on the web.

3 areas need to be followed which is in line of the center practice:Committees have to take their recommendation to the BOD, The limit of BOD spending were raised from \$1000 to \$5000, committees chairs and vice chairs have to be BOT members.

Any changes in the bylaw has to be approved by the General body.

Attached is Dr Hadidi 's E.Mail to Sister Rouzanna with all the answers. Brother Hadi made a motion to approve the bylaw resolution and the answers,Seconded by Fadi and approved unanimously.

### IX.BOT members.

It was agreed to extend the terms for Riad, Talha, Hadi and Fadi.

Written By: Fadi Demashkieh

# ADDENDUM TO THE MUSLIM UNITY CENTER OF BLOOMFILED HILLS, INC CONSTITUTION AND BYLAWS

This is an addendum to the Constitution and Bylaws of the Muslim Unity Center of Bloomfield Hills, INC. (referred herein to as MUC) as amended through December 31,2005 and May 19,2015.

This addendum shall be an integral part of the MUC Constitution and Bylaws and shall prevail over any other pertinent or related provision in the MUC Constitution or the Bylaws.

- 1. Neither first degree family members nor husband and wife can serve at the same board at the same time ie.. board of directors and board of trustees.
- 2. If husband and wife or first degree family members are serving on different boards at the same time, neither one shall hold the office of Chairman or Vice Chairman of either board.
- 3. A new board of trustee member can be elected to the board of trustees by two thirds majority of the board of trustees members for initial term of two years and will be eligible for reappointment for a maximum of two more five year terms with the approval of the majority of board trustees. Total term of a board trustee member will not exceed twelve years
- 4. A board trustee member with expired term can be eligible to run and be elected for board of directors after one year of his term expiration and can be elected to the board of trustees after two years of term expiration with two third majority of the board of trustees.
- 5. The minimum number of the board trustees will be seven members.

6. This addendum to the MUC Constitution and I the undersigned on this day of March 20	Bylaws was adopted by 018.
Board of Trustees Members	milled
M. S. ALHED 10-1-18	2/11/18
- Abry -1/1/18	Mkashed 11/01/18
asalkanah 11/1/8	R. Del 11-1-18
Beasin Delular 11/1/18	SJ-Hm 11-1-18

Mahmoud Al-Hadidi MD FCCP President Stockbridge Enterprises Inc. Stockbride Foundation Clinical Assistant Professor Michigan State University 248.797.1372

# Begin forwarded message:

From: Muhammad Kashlan < mkashlan65@gmail.com >

Date: April 14, 2018 at 7:52:53 PM EDT

To: "Dr.malhadidi" < dr.malhadidi@gmail.com>

Cc: FADI Demashkieh < fdemashkieh@yahoo.com >, Fahd Alsaghir

<alsaghir@sbcglobal.net>, Mahmoud El-Gamal <mahmoud.el-gamal@psiusa.com>, Talha Hares < talhaharris@sbcglobal.net >, "Mouhib F. Ayass" < mouayas@gmail.com >, Riad Dali < riaddali@gmail.com >, Basim Abdullah < babdullah55@yahoo.com >, Abdul Alkassab <a href="mailto:alkassab@gmail.com">alkassab <a href="mailto:alkassab@gmail.com">alkassab@gmail.com</a>, Abubakr Sheikh <a href="mailto:bakar2000@yahoo.com">bakar2000@yahoo.com</a>

Subject: Re: BOT Terms

#### Got it, thanks!

On Sat, Apr 14, 2018, 7:21 PM Mahmoud Al-Hadidi < dr.malhadidi@gmail.com > wrote: Thank you so much

And Jazakum Allah Khair

Mahmoud Al-Hadidi MD FCCP President Stockbridge Enterprises Inc. Stockbride Foundation Clinical Assistant Professor Michigan State University 248.797.1372

On Apr 14, 2018, at 6:20 PM, Fadi Demashkieh < fdemashkieh@yahoo.com > wrote:

### Salam Abu Besher:

Here are the BOT terms to include in the minutes:

- 1- Mahmoud Al Hadidi..Started: 2003.....Till 1/2019
- 2- Fahd Al sigher...... 2003.....Till:1/2019
- 3- Mouhib Ayas......Started: 6/2007......Till: 6/2019
- 4- Bassim Abdullah.....:12/2007.....Till:12/2019
- 5- M.Kashaln.....Till:1/2009.....Till:1/2021
- 6- Fadi Demashkieh......2/2011.....Till:2/2023 7- Talha Hares.....Till:7/2023
- 8- Riad Dali......1/2025
- 9- Mahmoud El Gamal.....: 1/2014.....1/2021......1/2026

10- Abdulsalam Al kassab,,,,,1/2018.....1/2020.....1/2025.....1/2030 11- Abubaker Al Sheik.......1/2018......1/2020.....1/2025....1/2030 JAK

Fadi