



General Body Meeting

December 5, 2021

Agenda

- Welcome – Br Mamadou Diallo – 5 min
- Recitation of the Quran – Maaz Shaikh & Marium Shaikh - 5 min
- Executive Committee Update – Br Jaseem Anwer – 10 min
- Finances Summary – 15 min
 - EC: Finances – Br AbdulHai Khaleel
 - BOT: Endowment and Audit – Br Nisar Syed
- BOT Update – Br Haris Jamil / BOT Members – 10 min
- Bylaws Amendments – Sr. Khaudeja Bano – 25 min
- Roll Call / Approval of last year's Meeting Minutes and Bylaws Amendments – Br Mamadou Diallo / Br Aamir Ahmed
- Q & A – Br Mamadou Diallo/ Br Aamir Ahmed
- Conclusion – Br Aamir Ahmed – 5 min
- Dua' – Imam Azfar Uddin



**Executive Committee
Update
Br. Jaseem Anwer**

Executive Committee

- **Jaseem Anwer – President**
- **Mohammad Vaseem Khan – Vice President**
- **Aamir Ahmed – General Secretary**
- **AbdulHai Khaleel – Treasurer**
- **Mona Ahmad – Social Director**

Accomplishments

1. We exceed our fundraising target for the yearly operational budget because of your generous donations - despite the limitations imposed by the Covid pandemic
2. Covid-19 testing was held at IFN on several weekends for the community members and neighbors in the vicinity
3. Free Covid-19 vaccine drive was organized for the community members and vicinity neighborhood
4. Monthly Free Food boxes distribution for the needy from neighborhood is continued
5. Resumed all on site programs and activities including weekend schools, Quran Academy, weekly halaqa
6. Allhamdulillah we have had great Ramadan with 2 sessions of Taraweeh and great celebration of EID
7. Developed good relations with local authorities who supported us in times of emergency and need
8. Raise the funds for Syrian refugees and shipped 2 containers this year
9. Supported and raised funds for Palestine during the Palestine and Israel conflict
10. Partnering food distribution with Umma center, ICNA and GEC

Accomplishments

11. Supported the cause and mission of several organizations like CIOGC, CAIR, Helping Hands

12 Record number of women were empowered Recently appointed sisters for Sunday school Principal and Vice Principal positions

13 We have had very successful Health Care fare to promote our Free health clinic which has now resumed the services

14 After a long pause during the pandemic, we are now providing Islamic services at Great Lakes Naval Base and Lake County Jail. We have a great program for new Muslims

15 In order to give Islamic knowledge and values to all age groups we have started Youth Journey program

16 Like every year this year partnered with Waukegan Mayor in Turkey Giveaway event for Thanksgiving

17 Participation of IFN in Highway cleaning. We are running Toastmaster's club

18 Blood Donation program two times in a year

19 Organized district 10 congressman Brad Schneider on site well attended program with Q&A session

20 Recently we hosted the event for Unaccompanied minor refugees from Afghanistan

Committees Update

Religious	Develop, promote and organize all religious activities	Imam Azfar Uddin
Education	Develop and implement Islamic educational programs for children including, but not limited to, curriculum for all educational programs.	Dr. Zafeer Ahmad
Quran Academy	Provide the programs for memorization of Quran, Nizira for boys and girls	Br. Mohammed Abdul Khaliq
Women Advocacy	Responsible for advocating for the women members at IFN.	Sr. Sadia Thiryayi
Family Advocacy	Provides 24/7 non-crisis hotline to provide support to families in need of community domestic issues/violence/mental health issues	Sr. Kareema Abdullah
Facilities & Operations	Develop maintenance schedules for IFN's facilities and operations	Br. Vaqar Sheikh
YM, YMS, IFN Youth	Plan all youth social, athletic, recreational, and volunteer activities.	Br. Talal Ahmad Srs. Leena and Humera Khalil
Membership	Organize and arrange membership drives for IFN.	Br. Zeeshan Humayun
Covid 19 Task Force	Helped in making the policies and activities for the health and safety of community according to CDC, State and local guidelines	Br. Walid Khayr

Committees Update

Safety	Provides safety and security to community at the IFN premises	Br. Vaseem Khan
IT	Responsible for managing the IFN Information Technology Domain	Br. Aamir Ahmad
Zakat	Responsible for providing financial help to needy people	Sr. Loubna
Outreach	Develop programs to pro-actively reach out to and build bridges with other faith groups.	Sr. Saliha Samdhani
Civic Engagement	Facilitate IFN open house and open Mosque event for engaging the people at large, Mobilize people to engage in many civic duties like election and census	Dr. Ameen Nadeem/Dr. Saif Sheikh
Health	Provide guidance, training and programs in the health related matters	Sr. Nancy Romanchek
Career Counselling	Provide help to those looking for a job, career change, recently graduated from college	Dr. Haris Jamil
Funeral	Responsible for providing funeral services. To welcome and acclimate the new members into IFN family	Br. Ishaq Mohiuddin
Social Justice Task Force	IFN being on the forefront this TF brings value of Social Justice	Sr. Nikia Bilal
Welcome	To welcome and acclimate the new members into IFN family	Sr. Aayshah Mirza
Ethics	Responsible for resolving the ethical related issue among members	Dr. Saif Sheikh



Finances Summary - IFN
Treasurer
Br. AbdulHai Khaleel

Treasurer's Report

Statement of Activities (Income Statement)

	Budget	Budget	Actual	Actual	Actual	Actual	Actual	Actual
	FY 2021	YTD Sept 2021	YTD Sep-2021	Q3-2021	Q2-2021	Q1-2021	YTD Sep-2020	FY 2020
Income								
Donations	315,000	15%	363,652	36,073	248,648	78,931	269,924	309,581
Membership	60,000	4%	62,575	1,875	13,875	46,825	47,950	61,450
Tuition	75,000	-14%	64,542	42,786	10,910	10,846	64,873	76,369
Events (Ramadan/Eid/Picnic)	15,000	-4%	14,375	9,453	4,922	-	961	961
Banquet Hall Rental			-	-	-	-	200	200
Burial Plot			-	-	-	-	5,000	6,000
Investment Income	27,500 *	24%	18,656	76	723	17,857	3,041	3,841
Misc Income			15,325	-	13,285	2,040	1,105	3,205
Total Income	492,500	9%	539,125	90,263	292,363	156,499	393,053	461,607
Expense								
Building Operations	144,200	111,200	108,788	38,351	43,206	27,232	84,021	118,288
School Programs	150,500	112,875	94,965	28,093	36,959	29,913	99,036	136,935
Events & Activities (Budget net of income)	64,000	55,625	41,998	8,819	26,661	6,518	6,898	7,105
Administrative	133,800	98,850	105,741	30,508	45,378	29,855	85,702	126,646
Strategic Planning	-	-	-	-	-	-	-	1,100
Budgeted Expenses	492,500	378,550	351,493	105,770	152,205	93,518	275,657	390,074
Other Expenses (Burial plots, others)			-	-	-	-	1,853	3,981
Total Cash Expense			351,493	105,770	152,205	93,518	277,510	394,055
Net Income (before depreciation)			187,633	(15,507)	140,158	62,981	115,544	67,552
Depreciation			116,545	38,827	38,844	38,873	120,812	159,870
Net Surplus/Deficit			71,088	(54,334)	101,314	24,108	(5,268)	(92,318)

Treasurer's Report

Statement of Financial Position (Balance Sheet)

	As of Sep '2021	As of Jun '2021	As of Mar '2021	As of Dec '2020
ASSETS				
Current Assets				
Cash	879,076	990,228	926,068	906,523
Burial Plots	71,032	73,503	75,356	76,591
Investments	633,992	558,915	483,192	415,335
Total Current Assets	1,584,100	1,622,646	1,484,616	1,398,449
Property and Equipment				
Land & Improvements	1,393,709	1,393,709	1,393,709	1,393,709
Building & Improvements (*)	3,497,047	3,497,047	3,497,047	3,462,858
Furniture & Equipment	328,418	328,418	328,418	328,418
Leasehold Improvements	6,250	6,250	6,250	6,250
Motor Vehicles	3,756	3,756	3,756	3,756
Capital Project (Construction) In	150,823	143,323	135,875	128,234
Less: Accumulated Depreciation	(1,942,059)	(1,903,232)	(1,864,388)	(1,825,514)
Total Property and Equipment	3,437,944	3,469,271	3,500,668	3,497,711
Total Assets	5,022,044	5,091,917	4,985,283	4,896,161
Liabilities & Net Assets				
Liabilities				
EIDL Loan from SBA	7,000	7,000	7,000	7,000
PPP Loan from SBA*	-	-	12,500	12,500
Total Liabilities	7,000	7,000	19,500	19,500
Net Assets				
Unrestricted	4,604,522	4,651,356	4,542,595	4,495,845
Temporarily Restricted (see next tab)	410,522	433,561	423,189	380,815
Total Net Assets	5,015,044	5,084,917	4,965,783	4,876,661
Total Liabilities & Net Assets	5,022,044	5,091,917	4,985,283	4,896,161

Treasurer's Report

Restricted Funds

Temporarily Restricted Contributions	Opening Jan 1st '2021	YTD Sep-2021		Closing Sep 30' 2021	Q3-2021		Q2-2021		Q1-2021	
		Received	Paid		Received	Paid	Received	Paid	Received	Paid
Sadaqah	\$ 23,269	\$ 76,049	\$ (51,919)	\$ 47,399	\$ 20,112	\$ (14,125)	\$ 35,824	\$ (16,133)	\$ 20,113	\$ (21,662)
Clinic	\$ 249	\$ -	\$ (15)	\$ 235	\$ -	\$ (15)	\$ -	\$ -	\$ -	\$ -
Burial Plots	\$ 4,551	\$ 5,345	\$ (4,551)	\$ 5,344	\$ 1,929		\$ 2,651		\$ 765	\$ (4,551)
Sunday School	\$ 40,834	\$ 5,180	\$ -	\$ 46,014	\$ 30		\$ 5,100		\$ 50	\$ -
HSYC	\$ 2,559	\$ 3,896	\$ (251)	\$ 6,204	\$ 3,490		\$ 200	\$ (218)	\$ 206	\$ (33)
Zakat	\$ 50,009	\$ 151,798	\$ (111,405)	\$ 90,402	\$ 6,786	\$ (31,855)	\$ 91,116	\$ (49,500)	\$ 53,897	\$ (30,050)
Quran Academy	\$ 0	\$ 7,480	\$ -	\$ 7,480	\$ 180		\$ 7,275	\$ -	\$ 25	\$ -
Endowment*	\$ 63,528	\$ (364)	\$ (61,076)	\$ 2,088	\$ (364)		\$ -	\$ (60,538)	\$ -	\$ (538)
Fitra	\$ -	\$ 19,594	\$ (19,594)	\$ -	\$ -	\$ -	\$ 19,594	\$ (19,594)	\$ -	\$ -
Campus Expansion	\$ 135,175	\$ 21,951	\$ (22,588)	\$ 134,538	\$ 3,056	\$ (7,500)	\$ 14,416	\$ (7,447)	\$ 4,479	\$ (7,641)
External Organizations	\$ 19,709	\$ 49,592	\$ (45,571)	\$ 23,730	\$ 1,553	\$ (2,513)	\$ 28,902	\$ (42,098)	\$ 19,137	\$ (960)
Dawah & New Muslims	\$ 5,000	\$ -	\$ -	\$ 5,000						
Kids Fund	\$ 3,432	\$ -	\$ (3,432)	\$ -		\$ (3,432)				
Science Academy	\$ 17,001	\$ -	\$ (122)	\$ 16,879		\$ (122)				
Old Misc (from 2015)	\$ 4,430	\$ -	\$ -	\$ 4,430						
Imam Initiatives	\$ 2,000	\$ -	\$ (250)	\$ 1,750		\$ (250)				
Civic Engagement(CIOGC)	\$ 1,261	\$ -	\$ -	\$ 1,261						
Food Boxes Drive	\$ 5,811	\$ 8,450	\$ (3,043)	\$ 11,218			\$ 950	\$ (127)	\$ 7,500	\$ (2,916)
Women Advocacy Committee (WAC)	\$ 2,000	\$ -	\$ -	\$ 2,000						
Burial Donation	\$ -	\$ 4,551	\$ -	\$ 4,551					\$ 4,551	
TOTAL	\$ 380,817	\$ 353,522	\$ (323,818)	\$ 410,522	\$ 36,773	\$ (59,812)	\$ 206,028	\$ (195,656)	\$ 110,722	\$ (68,351)

Reminders

- Please settle your Ramadan and Campus Expansion Pledges before year end 2021.
- Preferably by QuickPay with Zelle donate@ifnonline.com to avoid credit card transaction charges.
- Please go to <https://ifnonline.com/donate> and donate generously



Finances Summary – BOT

Finance Director

Nisar Syed

Finance Committee

- **Demba Sowe**
- **Muzaffer Sheriff**
- **AbdulHai Khaleel**
- **Nisar Syed**

Audit Update 2021

IFN Financial Statements have been audited by independent CPA firms since 2004 thru 2019.

Alhamdulillah, for each of these years, the auditors have issued unqualified audit opinion - which means that the financial statements have been prepared in accordance with the modified cash basis of accounting and are free of any material misstatements.

Our current auditors have retired and discussions are ongoing with a new auditing firm for conducting the 2020 financial statements audit.

IFN Reserves Report

- IFN Cash in Bank as of Sep 30, 2021 is \$879,076
- \$350,000 will be kept as cash reserve.
 - \$633,000 has been transferred to North America Islamic Trust (NAIT), current value \$675,894.
 - We received a yield of \$17,600 in Jan 2021.
 - We will know the return of 2021 investment in NAIT in Jan/Feb 2022.

IFN Endowment Report

- IFN Endowment Fund (IFNEF) Assets:
 - One townhouse property with rental income
 - Total Cash & Investment value as of Dec 1: \$914,828
 - Total \$174,296 cash assets as of Dec 1, 2021 to be targeted for investment with Sharia Portfolio, the portfolio manager.
 - \$600,000 has been transferred to Sharia Portfolio, current value as of Dec 1 is \$690,000.

Endowment and Reserve Report - Next Steps

- IFNEF and Finance Committee annual review:
 - Review current investments and make recommendation in Dec
 - Assess performance and additional options available for investment
 - Present report and recommendations to the BOT



**BOT Update - Chairman's
Summary
Br Haris Jamil**

Agenda – BOT Presentation

- Introduction of BOT Members – Br. Haris Jamil
 - Outgoing BOT Members
 - Progress to date
- Strategic Planning Committee update – Sr. Oghay Kherzai
- Expansion Project Update – Br. Taha Suglatwala
- IFN Survey – Br. Naveed Ismail
- Free Clinic Update – Br. Nisar Syed
- Bylaws Amendments – Sr. Khaudeja Bano

BOT Members (2021)

- Br Haris Jamil - Chair
- Br Mamadou Diallo – General Secretary
- Br Nisar Syed – Finance Director and Clinic Liaison
- Br Jaseem Anwer – EC President
- Sr Oghay Kherzai – Strategic Planning Lead
- Br Irshad Khan – Fundraising Committee Chair
- Sr Khaudeja Bano - Policy Management Lead and Bylaws Committee Liaison
- Br. Taha Suglatwala – Construction Committee Liaison
- Br Naveed Ismail – Youth Liaison / IFN Survey
- Br Saquib Ahmed - Education Liaison
- Br Farzan Mahmood - Religious Affairs Committee Liaison, Clinic
- Br Abdullah Bushnaq – Resigned in November due to increased responsibilities at work

Outgoing Board / EC Members

- **Outgoing BOT Members** - Thank you to the two board members who are completing their terms at the end of 2021.
 - Br Nisar Syed 5 years
 - Br. Naveed Ismail 2 year
- **Outgoing EC Members** - Thank you to the EC members who are completing their terms at the end of 2021.
 - Br. Jaseem Anwer – President 2x2 years
 - Br. Mohammad Vaseem Khan – VP 2 years
 - Sr. Mona Ahmad – Social Director 2 years
 - Br. Aamir Ahmed – Gen Secretary Continuing
 - Br. Khaleel AbdulHai – Treasurer Continuing

Election 2021

- **Election Committee** – Thanks to the Election Committee for doing a professional job in conducting the elections for 2 board positions and all EC positions expiring at the end of 2021
 - Br Qadri Abdallah
 - Sr Shamim Choudhury
 - Br Mustafa Hussain
 - Dr. Ahmad Abdrahman
- **Background Checks Policy for the Candidates for the IFN Election** - BOT instituted a Background Checks Policy for the candidates in the IFN Election and all current EC and BOT members.

Policies Instituted by BOT

Sr. Khaudeja Bano - Policy Management Lead

- **Policies Instituted by BOT in 2020 and 2021**

- Ethics Committee: Grievance Procedures and Code of Conduct Policy
- Sexual Harassment and Misconduct Policy
- Conflict of Interest Policy
- Elections at IFN: Ethical and Islamic Guidelines
- Confidentiality Statement of IFN
- Drug and Alcohol-Free Policy
- Conflict resolution guidelines and mediation process

Policy Documents Signed by BOT and EC Members – 1Q2021

Fundraising Committee

Committee Members

- **Irshad Khan (Chair)**
- Aamir Ahmad
- Abdulhai Khaleel
- Erteza Abdullah
- Imad Belabbles
- Masood Ali Khan
- Jaseem Anwer
- Haris Jamil
- Ambreen Sheriff
- Saqib Ahmed
- Fehmida Khan
- Abdullah Bushnaq
- Ifra Waris
- Shayaan Shaikh
- Sadia Thiryayi
- Ishaq Mohiuddin
- Oghay Kherzai
- Vaseem Khan
- Mona Ahmad
- Zaid Khan
- Imran Khalique

Update

- Fundraising Event – Saturday Nov 20, 2021 at Holiday Inn Gurnee
- Fundraised - \$122,000 for design phase of the project

IFN Community Engagement Committee

Committee Members

- Sr. Oghay Kherzai (Lead)
 - Br. Rizwan Shaikh
 - Sr. Shamim Khaja
 - Sr. Sadia Thiryayi
 - Br. Haris Jamil
-
- The IFN Campus Expansion Monthly Update Newsletter to update the community about Campus Expansion Project

BOT Update - Free Clinic

Br. Nisar Syed – Board member and Lead

Br. Farzan Mahmood – Board Member

● IFN Free Clinic

- Resumed service at IFN in Oct 2021:
- 11 Patient visits
- 4 Volunteer Physicians
- Students

Volunteers: 8

Scribes: 2

● Telehealth Clinic:

- IFN partnered with ICNA & PPP.
- Multiple times a week
- Total of 151 patient visits.



**BOT Update - Strategic
Planning Committee
Sr. Oghay Kherzai**

IFN Strategic Planning Update

- **Objective**

- To update the community on Strategic Planning goals and milestones

- **Focus Areas:**

- Education Focus Area
- Finance Focus Area
- Outreach Focus Area
- Religious Focus Area
- Social focus Area
- Facilities & Infrastructure Focus Area

Six Focus Areas & Goals



IFN Strategic Planning Update

Focus Areas:

○ Education Focus Area:

- Al-Ihsan school has two grades: Pre-K and Kindergarten
- Hired two certified teacher and 4 TAs
- Extended program (3:30-6 pm)

• Finance Focus Area

- Completed 24-month review of investment performance for the IFN Endowment fund and IFN Reserve funds.
- Determined investment recommendations for next 24 months with IFN Endowment board. New investment strategy will start January 2022.
- Planned IFN reserve fund investment strategy for next 24 months. This will be reviewed with IFN Board of Trustees in December.

IFN Strategic Planning Update

- **Focus Areas:**

- **Religious Focus Area**

- Monthly Scholar listening sessions for youth
- Imam Khutbah training sessions
- Supporting youth leadership programs
- Big brother/big sisters assigned for new Muslims

- **Social focus Area**

- Per the goals, below proposals are written
 - Adults/ Elderly: Travel along the world program
 - Early Youth: virtual movie/story night & outdoor activities such as Feed my Starving Children
 - Family: Family story time



BOT Update Survey
Br. Naveed Ismail

IFN BOT Survey-Executive Summary (2H 2021)

- First community survey on Board functions: ~22 responses from the community
 - Very low response rate
 - Opportunity to engage more with the community
 - Survey will be **one** of the ways to gather feedback

Results summary:

- ~60% understand BOT functions
- ~68% rated IFN Board satisfactory or below (5 being very satisfied)
- ~41% have good understanding of IFN expansion project

Next steps:

- Feedback survey will be done twice a year as part of continuous improvement within Board of Trustees
- BOT to focus how to engage more with community
- BOT will use the action plan Framework to drive meaningful change in sha Allah





IFN Campus Expansion Project

Br. Taha Suglatwala



IFN Campus Expansion Project

Focus Area Members

- Ambareen Sheriff
- Azmy Abutaleb
- Hussani Syed
- Iftekhar Ahmed Syed
- Isaam Rayaam
- Ishaq Mohiuddin
- Khalid Ameen Syed
- Khaled Noman of NOMAN Architects Inc.
- Rizwan Shaikh – (Committee Chair)
- Taha Suglatwala
- Tanveer Jaffer

IFN Campus Expansion Project

Financial updates

Q4 Dec 2021

Planned Milestones	Progress	Planned cost	Paid Amount
1. Programing Phase:	Completed		
2. Entitlement Process Phase:	Completed		
3. Design Development Phase:	Completed		
4. Construction document Phase:	In-Progress		
Total	Planned	\$336,950.00	\$132,443.60



FACILITIES & INFRASTRUCTRE FOCUS AREA

ACCOMPLISHMENTS

EVENTS - TO DATE

- Completed Schematic Design - Complete
- Completed Site Planning – Complete
- Completed Wetland Study & Delineation - Complete
- Completed Traffic Study - Complete
- Completed **1999-CUP** Amendment to Conditional Use Permit.
- Completed Expansion approval by City of Waukegan, Planning/
Zoning/Community Development and City
Council.
- Completed Agreements executed for all Engineers/Consultants.
- Completed Design Development Phase.
- Completed Animation Video
- In Progress Construction Documents / Permit Drawings.

FACILITIES & INFRASTRUCTURE FOCUS AREA

NEXT STEPS

- March 2022 Complete Geotechnical & Soil Environmental tests, Water Flow & Pressure Tests.
- March 2022 Complete Construction Documents (CD) / Permit Drawings.
- April 2022 Final Review of CD and Building Permit Application.
- May 2022 Submit Building Permit Application to City of Waukegan.
- May 2022 Planned BIDDING process for General Contractors.
- June. 2022 Permit Application review by City of Waukegan.
- June 2022 Planned Selection and Contract of General Contractor.
- July 2022 Planned for Obtaining Building Permit for Construction
- August 2022 Planned for IFN Ground-Breaking.

Risk and Issue

- Funds needed to be available for Construction permit and Ground Breaking. Approx. \$1.5 Million.



IFN Bylaws Amendments

Final Summary for General Body Approval

Sr. Khaudeja Bano

Ad hoc Committee Members

Independent Committee consists of

- Four Committee Members
- Board of Trustees Representative
- Executive Committee Representative

Bylaws Amendments Process

Task	Timeline
Ad hoc Committee Established	Q3 2020
Ad hoc Committee Review Initiated and Amendments Proposed	16-Feb-2021
Ad hoc Committee Review Completed	06-July-2021
Seek Input from Board/Exec Committee – Session 1	12-July-2021
Final Session of Input from Board/Executive Committee	September 2021
Final Review by BOT on Draft of Proposed Amendments	September 2021
Share and seek input from IFN Community 03Oct2021 – 15Oct2021	October 2021
BOT Approved in November BOT meeting	November 2021
Attorney Review and Approval of Final version	November 2021
Final Version of Amendments sent to General Body	21-Nov-2021
Present to Community for Ratification	04-Dec-2021

Proposed Changes

Membership – Voting rights

Amendment 1

Current Section 3.3	Proposed	Comments
Met membership dues by March 31 of the current election year	September 15 of the current election year	Most members renew during Ramadan and Sunday school registration – captures both.



Membership – Voting rights

Amendment 2

Current Section 3.3	Proposed	Comments
Has been in good standing for 1 (one) year	Has been in good standing for 365 calendar days as of September 15 of the election year. This will require membership for current year and prior year.	Avoids confusion about what is 1 year.



Membership – Dues

Amendment 3

Current Section 3.8.1	Proposed	Comments
No guidance regarding membership for large donors who don't explicitly pay donation.	For regular members - Individuals who make donations (excluding zakat/sadaqah and donations dedicated to specific non-IFN organizations) that are equal to or greater than the membership dues will be contacted to give their consent to become a member for the year subject to section 3.2.	Prevents alienation of large donors especially during elections.



Budget and Projects Amendment 4

Current Section 4.3.6	Proposed 4.2.1.4	Comments
<ul style="list-style-type: none"> Prepare and present bi-annual capital budget proposals for discussion and approval by the General Body. 	<p>Prepare and present at a minimum annual capital budget proposals for discussion and approval by the General Body. To allow for speed of execution of small capital projects (non-maintenance) that are not in excess of \$99,000 will not require General Body approval. For less than 99,000 a super majority of the Board approval (3/4 affirmative) will suffice with appropriate communication to General Body. The cumulative cost of such projects should be under \$200,000 per calendar year.</p>	<p>Best practice is to share and seek approval in GBM – but in the event of no quorum it allows for speed of execution.</p>

EC Terms Amendment 5

Current Section 4.4.2	Proposed	Comments
<p>The President of the Executive Committee may not serve for more than two (2) consecutive terms in the position of President.</p> <p>Members of the Executive Committee may not hold any Executive Committee office positions for more than a total four (4) consecutive terms.</p>	<p>The President of the Executive Committee will not serve for more than two (2) consecutive or non-consecutive terms in their lifetime.</p> <p>Members of the Executive Committee will not hold any Executive Committee office positions for more than a total four (4) consecutive or non-consecutive terms in their lifetime.</p>	<p>Allow other leadership to develop</p>

Quorum Amendment 6

Current Section 6.3	Proposed 6.3.4	Comments
None (adding new bullet)	“Physical Presence” for quorum purposes will also include individuals who are in virtual attendance via electronic media with registration for the event to be done prior to joining the meeting	Ability to conduct business via electronic media



Absentee Ballots

Amendment 7

Current Section 6.4.1	Proposed	Comments
No definition of proxy	Proxy can only be presented by immediate family for family members - immediate family will include spouse, children, and parents (18 years of age or older)	Clear definition of who can be proxy



Elections

Amendment 8

Current Section 7.3	Proposed	Comments
None (adding new verbiage)	<ul style="list-style-type: none"> • A minimum of ten IFN members (in good standing) need to nominate a candidate for the person to be on the ballot. • The nominees need to agree to a background check prior to being on the ballot. 	Institutionalize process being used by election committee

Current Section 7.5	Proposed	Comments
One time adjustment to stagger board member elections	<ul style="list-style-type: none"> • Section removed as it is no longer required 	

Elections

Amendment 9

Current Section 4.4.1.4	Proposed	Comments
Have been a member for the previous two consecutive years	Have been a member for the two consecutive years including the current year	To clarify



Records Amendment 10

Current Section 10.2	Proposed	Comments
<p>The Board of Trustees shall maintain and keep the following records permanently:</p> <p>10.2.1 Annual approved budgets and annual financial statements</p> <p>10.2.2 Board meeting minutes</p> <p>10.2.3 Board policies and resolutions</p> <p>10.2.4 By-laws</p>	<ul style="list-style-type: none"> • Add the following: <p>10.2.5 All external audit statements</p> <p>10.2.6 All policy documents signed and acknowledged by office bearers</p> <p>As part of the external audit the Board is responsible to have an external party audit the financial records and the record retention compliance of the EC and the Board. Report to be published at least every two years.</p>	<p>Institutionalize best practice</p>

Committee Added

Amendment 11

Current Section New to add	Proposed addition of Family Advocacy Committee
None (adding new committee in Section 5))	<ul style="list-style-type: none">• The family advocacy committee is responsible for advocating for mental health, domestic issues and other family related issues to help improve the quality of life of members who may be under stress.• 1. Develop a non-crisis hotline for the community of the IFN and its neighboring counties.• 2. Provide assessment for potential safety risks of the client or any family member in the home.• 3. Provide support and guidance to the client suitable to their needs and requests.• 4. Educate the domestic violence and abuse to the clients about their rights and linked towards community resources in case safety is in jeopardy.• 5. Screen mental health needs of clients and provide resources based on each client's need.• 6. Confidentiality is a critical component of the team due to the sensitive nature of issues that are presented.• 7. The committee will comprise of three (3) members: Chair of this committee, to be appointed by the President (in consultation with the EC) and two other members.

Amendments

Amendment 12

Current Section 12.1	Proposed
Proposed amendments by: 1. BOT - 3/4 approval 2. Members - 1/3	<ul style="list-style-type: none">change the proposed amendments by members to 1/6 of all members



Code of Conduct Amendment 13

Current Section New to add	Proposed 7.3.5	Comments
None (adding new section)	<ul style="list-style-type: none">All elected officials, employees, volunteers, and contractors will follow the code of conduct as defined by IFN policies.	Institutionalize code of conduct



Appendix

Employees and Contractors

Current Section New to add	Proposed	Comments
None (adding new section)	<ul style="list-style-type: none"> • All Employees/contractors, office holders, and volunteers are required to be subject to background checks or any other screening requirements deemed necessary for IFN. • An individual subjected to dismissal and/or expulsion “<u>for cause</u>” will not seek membership and _will not be rehired as an employee/contractor or will not be allowed to serve in any committee and debarred from contesting for an elected position forever. • Documented status reporting from all employees on a monthly basis to be available on file. • For employees the annual review for completed calendar year and goals for upcoming calendar year to be documented before December 31 of each year. For example, annual review of 2020 and goals for 2021 to be completed on or before Dec 31, 2020. 	<p>Attorney feels that this is appropriate for operational manual and not for bylaws</p> <p>It will not be added</p>



Approval of Bylaws Amendments

Br Mamadou Diallo / Br Aamir Ahmed

(Quorum not met on 12/5/2021. Will call second GBM for 12/12/2021)



Approval of Last Year Meeting Minutes

Br Mamadou Diallo / Br Aamir Ahmed

(Quorum not met on 12/5/2021. Will call second GBM for 12/12/2021)

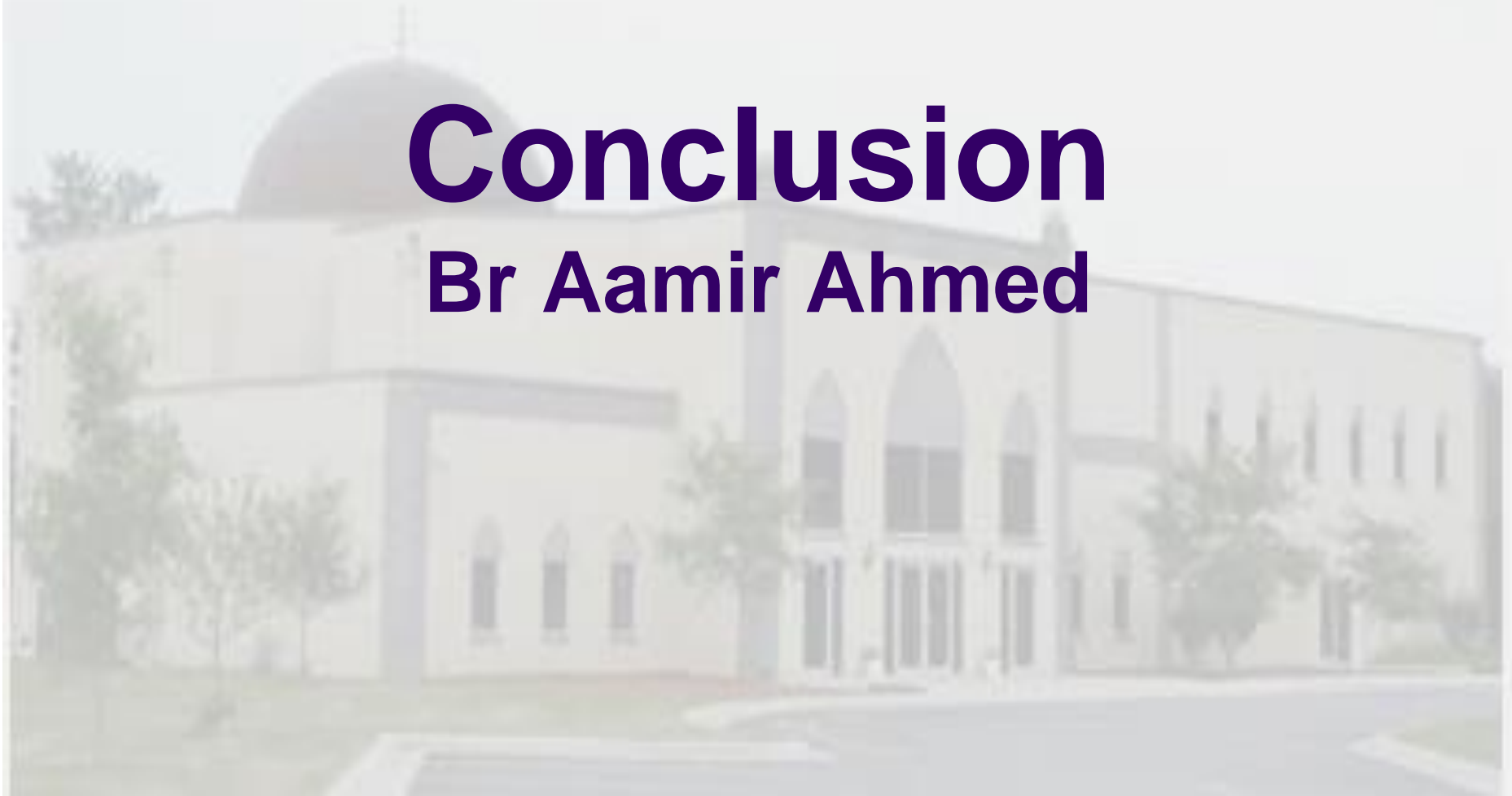


Q&A



Conclusion

Br Aamir Ahmed





Dua'

Br Mamadou Diallo

