



বাংলাদেশ আমেরিকান সেন্টার

Bangladesh-American Center

A Project of Bangladesh Association, Houston, a Nonprofit Organization, Charter #3-00084-4754-9

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MINUTES OF MEETING

Date: October 16, 2006

BAC Executive Board Meeting

Location: The Center

Time: 6:30 PM

Attendees:

Fakrul Ahsan Moni, Oli Mohammed, Abdus Sobhan Moti, Shapnik Khan, Saddam Ahmad

| Item no | Description | Action By | Due Date |
|---------|--|--------------|----------------|
| 1 | Close Up Proceeds: Proceeds from BAH Close Up concert should go to developing only playgrounds as it was promised during ticket sales. | EB Board | |
| 2 | Center Clean Up: Except for the large pile of debris the center grounds will be cleaned up of all weeds and over grown grass. | Oli | Nov 2 2006 |
| 3 | BAC Advisory Board: The EB will propose a list of names to be included in the BAC advisory board. | | |
| 4 | News Letter: BAC will publish a quarterly news letter the first issue would be published on December 5 th 2006. | Wasim Haq | Nov. 2 2006 |
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Updates From Previous Open Issues:

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| 2 | Children Playground: | Wasim | Completed on the 21 st Oct. |
| 3 | Removal or Burning of Dead Wood and Debris: Burning is not an option will investigate removal costs. | Oli | Nov. 2 2006 |
| 4 | Financial Statement of BAC: On schedule | Wasim Haq | Nov. 2 2006 |
| 5 | Issue Certificate to All Plant donors: Moti will call all tree donors to confirm donations. | Abdus Sobhan Moti | Nov. 2 2006 |
| 6 | Develop a Master List of ALL BAC Donors: On Schedule | Fakrul Ahsan Moni | Nov. 2 2006 |