



বাংলাদেশ আমেরিকান সেন্টার

**Bangladesh-American Center**

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

Physical location: 13415 Renn Road, Houston, TX 77083

Mailing Address: P.O. Box 440233, Houston, TX 77244-0233

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Open Committee Meeting No: **4** | Time: 1:30 PM | Date: **August 3, 2003** | Location: BAC Office

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## Minutes

**Attendees (24):** Abdus Sobhan, Bappi, Rabi Satter, Abdus Satter, Mohammad Mustafa, Azadul Haq, Naela Huq, Oli Mohammed, Fakhru Ahsan Moni, Javed Iqbal, Zahidur Rahman Mizu, Mohammad Proshan, Mohammad M. Hasan, Selina K. Rahman, Hasan Rahman, Mannan Talukder, S. S. Newaz, Akhter Hussain, Shamim Ahmed, Shamsur Rahman, Sajed Salam, M. Quamrul Islam, Syed Amanul, Shamim Hossain.

- Azadul Haq started the meeting.
- Carissa and Anika Huq requested permission to open up and manage concession stands at BAC on Sundays. They said that they would like to raise funds to take a trip to Bangladesh next year. They will be selling drinks, snacks etc. in every Sunday. They will also have a donation box for BAC and the funds raised through the donation box will be given to BAC. The Open Committee applauded their effort and approved their request.
- Oli Mohammad reported that he has obtained necessary materials from the proper authority to apply for the permit on culvert development at the front entrance of the BAC office. All application materials are given to Muhammad Mustafa to proceed on it for completion.
- In relation to Operations sub committee, Hasan Rahman told that he did not know how the committee was forming. He also questioned the methodology on how EB is letting everyone know the outcome of a meeting. Oli Mohammad told that it was open in the last couple of weeks meeting. Hasan Rahman requested to call people to let them know about forming committee. He also requested to use email and the web to open all BAC meeting to the community.
- Selina Rahman explained the incident on behalf of Afzal Ahmed that happened sometime earlier regarding his car breaking and loosing BAH and BAC documents. She told that Afzal Ahmed is still working on it. BAC bank account has been closed on 24th July after the incident. A new account has also been reopened and all new signatures of the responsible persons have to be incorporated in relation to the account. Hasan Rahman reported that at the time of the old account closing the balance was \$2,187.93. The incident has been reported to the police. EB has requested a copy of the police report as well as a list of the lost items in relation to BAH and BAC for record keeping purpose.
- Selina Rahman informed to the committee that there would be a Bangla drama on 23rd August. BAH board will consider donating the profit after cost to BAC. S. S. Newaz pointed out that we should work on image building in the society.



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- The laminated Kroger cards were brought in and displayed as another effective fund raising idea. These cards will be distributed to all eligible adults during the drama event scheduled on 23rd by BAH.
- Rabi Satter told to the committee that there is an outstanding accounts payable balance of approximately \$10,000.00 which should be paid first before making any major purchase.
- Oli Mohammad told to the committee that he got six people name for his facility subcommittee. He needs thirty-two more volunteers for the land cleaning day task. It was decided to send email to all BAH members to attract them for the volunteer service.
- It was mentioned that there will be no Open Committee meeting on 8/10/2003 due to the land cleaning effort.
- Oli Mohammad also distributed several policies and procedure that are going to be a part of the operations manual that the Operations Committee is putting together. Hasan Rahman requested to send to all members by email for review. Mohammad Prodhan suggested that these policies be displayed in appropriate locations around BAC.
- After significant discussion, a motion was introduced by M. Quamrul Islam. The resolution stated, "The open committee recommends to the EB not to invite the two following founder members, Ashraf Islam and Dr. Hannan, to the Advisory Board because of their recorded subversive activities to mission, vision and BAC core values." The motion was seconded by S. S. Newaz. There was a vote on it and the result came out 11 (eleven) yes, 1 (one) no with 1 (one) abstained. The motion was carried.

Meeting was adjourned.