



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

E-mail: bac_eb@bachouston.org, website www.bachouston.org

Open Committee Meeting No: **6** | Time: 1:30 PM | Date: **Sept. 7, 2003** | Location: BAC Office

Minutes

Attendees (20): Mohammad Prodhan, Dehlvi, Hosne Zaman Benu, Arun Roy, Faisal Chowdhury, Syed Amanul, Naela Huq, Oli Mohammed, Hasan Rahman, Mohammad Masoom, Fakhrul Ahsan Moni, Abdus Satter, Sajedul Chowdhury, Selina K. Rahman, Shamim Ahmed, Javed Iqbal, Shapnik Khan, Zahidur Rahman Mizu, M. R. Chowdhury, Akhter Hussain.

- Rabi Satter started the meeting. Dr. Satter requested to add one item to the agenda to discuss the core values of BAC.
- Oli Mohammad updated the status on culvert application. He has obtained the needed materials from Akhter Hussain for the applications. As per the request of Mohammad Mustafa he will talk to Mohammad Arif before the submission. In reply to the question of Hasan Rahman he told that it would take two weeks to get the permit.
- Hasan Rahman handed over an anonymous donation of \$500.00 to the committee for the culvert development.
- Rabi Satter told that there would be a financial update from him to the committee by next week. He will meet with the appropriate BAH personnel on this issue.
- Regarding the water line connection Rabi Satter said he could issue the check for the connection fee by Monday next week. He needs this time to confirm the current up to date status of the BAC account and as well as the consultation with the EB members.
- Dr. Satter took the responsibility to work on the preparation of donation seeking package. He will be the lead to communicate with all essential personals for this drive.
- Mohammad Prodhan told that he has not yet received the total amount from the ticket sells on the Drama to declare. Current collection is \$1,435.00 and he made a payment of \$1,300.00 from it.
- After a discussion on fund raising committee, Aurun Roy's name was proposed as the chairman of the Fund Raising committee. The open committee accepted the proposal. BAC EB will finalize the proposal, as there was no quorum on the meeting.
- Interested names were collected in the meeting to make the phone calls on the upcoming movie show. Mohammad prodhan said that he would distribute the phone list



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after the meeting. Approximate cost to arrange the show will be \$1300.00 plus needed mails. The cost of the movie is \$800.00 and the facility lease fee is \$500.00.

- Oli Mohammad said that Drupodi Mode, the local Bangladeshi band, would pay the electricity bill for their use of BAC facility. He was requested by the committee to prepare a contract document on it.
- Rabi Satter told to the committee that considering the time the remaining agendas would be carried out on the next meeting including the added one by Dr. Satter.
- At the end of the meeting Hasan Rahman made the following announcements to the committee and requested the EB board consent:
 - An anonymous computer donation has been made to BAC facility.
 - He will provide the fund and staff for the construction of the fence at the front and east side of the BAC property as soon as the culvert is done.

Meeting was adjourned