

February 12, 2009

Bangladesh-American Center (BAC) Executive Session Minutes

Attendees: Hasan Rahman, Oli Mohammad, Fakrul Ahsan, Khaled Khan, Abul Chowdhury, Afzal Ahmed, Shahid Islam, M. Masoom, M. Arif, Leo Ahmad, Shah Haleem.

Upcoming Meeting:

Open Committee: February 22, 2009 Sunday @noon

Executive Session: March 12, 2009 Thursday @6:00 p.m.

Advisory Board Session: TBD

Minutes:

- BAC has appointed the following positions for the formative period:
 - Mr. Khaled Khan as the Assistance Center Director and will assist in developing plans for fund raising and other activities.
 - Mr. M. Arif as Chief Architect for the BAC, which is one of the most needed positions for BAC to move forward.
 - Mr. Abul Chowdhury as the chief Curator of the BAC website (<http://www.bachouston.org>) and will assist the BAC executive board to meet the future challenges.
 - Mr. Naz Husain will be donating all his time and effort as the BAC Media Correspondence and has donated the Photos printing expenses for Ike damages.
- M. Arif is a renowned Architect in Houston city, and he owns his firm for the last 10 years. He has initially designed the first conceptual BAC (in 2000) building architectural design during the initial phase of the BAC. Now he is back to complete the task as a donor to contribute his time and labor to build the building by the end of year 2010. Please welcome Mr. M. Arif.
- Mr. Abul Chowdhury is a renowned NASA Software engineer working there for many years. He has done outstanding websites development for NASA and he wishes to contribute his time and labor to BAC in managing and developing features to the BAC websites. Please welcome Mr. Abul Chowdhury.
- Mr. Khaled Khan is a BAH ex-Cultural Affair Director and an executive manager in a large US worldwide corporation. He has been helping the

BAC for all this years, now he wants to help in completing the development of the building. Please welcome Mr. Khaled Khan.

- Mr. Naz Husain is a ex-BAC Chairman and is very well known photographer in Bangladesh Community. He is a silent contributor and volunteers toward repair, cleaning and fixing the BAC premises.
- BAC will be activating the Friends of BAC (FoBAC) electronic account in the coming month – such that donors can easily contribute monthly basis some amount that is affordable to sustain the progress of the BAC and complete the building.
- Mr. Shah Haleem has paid in full \$360.00 for the billboard payment for the year 2009.
- To use the BAC premises, donor-members will be required to sign a BAC Rental Agreement Form and comply with the set rules and regulations in the agreement form.
- BAC has released the 2008 Year ending and the last 2-months financial statements, available upon request. Will be posted on the website once the website is re-activated.
- The Children playground is almost fixed. Thanks to Naz Husain, Abul Chowdury and M. Masoom for working very hard in replacing the broken swings bar.
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