

BAC special meeting was held at BAC on 8/25/13. Members present were (in order they signed in): Ashiqul Talukder, Monjur Rahman, Zafar Chowdhury, Ali Khan, Nahida Naser, Rawnak Rumana, Shah Haleem, Syed Dinar, Khaled Khan, AM Azad, Rafiqul Khan, and Hasan Rahman.

Mr. Haleem called the meeting to order at 3.25 pm.

Mr. Haleem first thanked everyone for attending the meeting and then shared the gala invitation card/ ticket to everyone. Everyone present agreed that the card was a nice production.

It was discussed that Mr. Haleem will be in charge of distributing tickets and collecting funds from everyone. All funds should be collected in checks or money orders – no cash should be accepted. He then he will turn over the checks to BAH Treasurer Mr. Azad for depositing. A master list will be maintained by Mr. Haleem, which will be cross checked by Mr. Azad for proper accounting and auditing of funds. This master list will be used to make the final attendance list during the gala. Only people listed on the master list or their designated substitutes will be allowed to enter the gala. Other details will be worked on as we make progress.

Mr. Haleem will number each ticket and then distribute them to board members or others to sell. All funds must be collected by September 30th and all unsold tickets, along with the funds collected, should be returned to Mr. Haleem by October 7, 2013. There was discussion about board member and their spouse tickets. This will be discussed at a later date.

There was discussion about various committees. Mr. Haleem and others proposed the following committees:

1. Welcome Committee
2. Red Carpet Committee
3. Ushers (will report to Mr. Azad and Mr. Shahid, who will be in charge of master entry list)
4. Social Hour Committee
5. Sound System Committee
6. Muti-cultural Performer Committee (Mr. Rafiqul Khan will be in charge)
7. Opening Ceremony/ Program Planning Committee
8. Magazine Committee
9. ??

