

BAC Meeting 6/7/14 @ Center

Meeting Minutes

Attendees: Next page attached

- Meeting was called to order @12:40 by Shah Haleem, Chairperson of BAH by introducing everyone
- Hasan Rahman asked the Chairperson to approve the agenda
- The agenda was approved and seconded by S.M. Haleem Mitu.
- Shah went over the objective of the meeting, which was to discuss funding for the next phase of the BAC construction along with the application for a loan package
- Hasan went over the FOBAC and how FOBAC can help to pay for the loan. He welcomed Mr. Azmal Khan as the new Chair for the FOBAC committee. Under this new leadership FOBAC can be re-energized in signing 100s of donors in small amounts with automatic bank draft over the existing BAC website.
- Shah and Saddam Ahmad updated the construction status and emphasized to complete this phase of the construction by having weather proof sealed the whole facility by installing the windows and doors and sealed the facility from the weather damages and secure the facility.
- It was approved for TRZ to get quotes and order the necessary doors, windows, sheet rocks and other materials from the vendor – who can provide the best outcomes for BAH. The approval needed to pass to TRZ to get the quotes in 2-weeks' time.
- The next phase is to complete the inside and outside to obtain the occupancy permit
- TRZ contractor Khaled was called in to convey in getting the quotes of the required materials such that the project can be completed within the next few months to secure the facility.
- Karl Watson, BAC project manager need to be notified to schedule a building inspection with the MUD district within the next 2-weeks.
- A meeting was requested to call by BAC engineer Saddam with TRZ contractor within the next 2-weeks to go over and revise the budget as per the original agreement.
- The next topics were related to BAC loan and guarantors to apply the loan as Wallis State bank representative Mr. Zafar Khan, AVP Business Development was present in this meeting.
- Mr. Khan agreed to help in providing the required documents and application in submitting the loan application to Mr. Maruf Rahman.
- BAC Trustee formation need to be finalized by an attorney and the action was given to the Chairperson to complete the documents and resolution by July 4th 2014. The formation of BAC trustee is one the requirement for BAC loan guarantors before applying for the loan.
- BAH financial data will be required for the bank in processing the loan application. Loan discussion also talked about the cash flow, where bank agreed during the construction phase with interest only monthly payment until cash flow starts generating.
- BAC loan application submission scheduled on/or before July 4th 2014 to Wallis State Bank.
- The following documents needed for the bank loan are as follows: Project Performa, which includes the BAH cash flow analysis and the BAC construction cost; Bio of the BAH BoDs; Governness – i.e. BAC Trustee and the document from Maruf Rahman about the governness; and the 2/3 guarantors to provide their financial disclosures directly to the bank.
- Meeting adjourned.

BAH/BAC Meeting 6/7/14. Attendee list.

1. Syed Dinan
2. Ashiqul Talukder
3. AZMAL A KHAN — 832-235-4181
4. ZAFAR KHAN 713.516.1331
5. Khondaker Nefawi Rahman (Mithun)
6. MARUF RAHMAN
7. SADDAM AHMAD
8. Rumana Rawnaq. 832-202-5783
9. S.M. Haleem (Mitu) - 832.866-6949
10. Husam Rahman 281-660-9254
11. Arun Roy 713 816-5618
12. Shah Haleem 281 748-9880
13. Khalid Zulfiquar Khan 832-352-3329
14. SM AZAD 832 - 692 - 1234