

Bangladesh American Center (BAC) Meeting Minutes

A general meeting was called by the BAC director Mr. Meah on Saturday May 18, 2013 at 5 pm, where the BAH directors, BAC officers, and a few committee members were invited. Meeting was held at BAC and the following BAH directors were present: Shah Haleem, Khaled Z Khan, S.M. Azad, and S.M. Haleem; following BAC officers were present: Nizam Meah and Syed Dinar; other committee members present were Arun Roy, Selina Ahmed, Ashiqul Talukder, Rumana Rawnak, Dewan Ahmed, Zafar Choudhury, and Mostafa Hasan.

Meeting was called to order at 5.08 pm.

There was an agenda, but the discussion mostly was about the \$40,000 that is needed by the end of May, 2013.

Mr. Haleem shared with the group that US Steel will waive late fees and storage fees, which amounts to approximately \$9,000, but will not agree to accept the amount due at the end-of the construction phase. This will require us to pay approximately \$60,000 by the end of this month.

Mr. Ahmed asked how much money is needed now and Mrs. Ahmed asked how much is needed by the end of phase I and Phase II; she also stated that we should share that breakdown with members and potential donors. Shah Haleem pointed out that the 2-page flyer has the breakdown, which was shared with many individuals during picnic and at the Boishakhi Concert and could be shared with potential donors.

Mrs. Ahmed mentioned that she will work toward collecting \$25,000 from a corporate donor and she needs the packet by Monday or Tuesday the latest. It was discussed that the packet should be printed as soon as possible and could be sent via FedEx (Mr. Roy offered to pay for shipping) or could be dropped off at her place.

Mr. Meah asked around the table for individual commitment to raise funds by the end of this month. Following individuals made commitments to collect or donate a total of \$12,200 by May 30, 2013:

- S.M Haleem - \$1,000
- Dewan Ahmed - \$2,000
- Khaled Z Khan - \$1,000
- Rumana Rawnak - \$500
- Nizam Meah - \$1,000
- S.M. Azad - \$1,000
- Mostafa Hasan - \$400
- Ashiqul Talukder \$300
- Shah Haleem - \$5,000

It was decided that an update will be given to the team on Thursday May 23, 2013 at 9pm conference call. This still leaves us with the deficiency balance of \$28,000 (approx.) that needs to be paid by May 30, 2013.

Mr. Meah asked to share the names and contact those who pledged to donate in the past, but did not fulfill their commitments. Mr. Haleem will share those names with the individuals that were present at the meeting to see if they could be contacted to collect their pledge. Mr. Roy suggested that a formal letter from Mr. Meah should go out to those individuals to give them a reminder; if no funds are received from them or no further commitments are received from them on those pledges, we should remove their names from the pledge list.

Mr. Meah then asked everyone for their ideas for future fundraising and the following discussion took place:

Mr. Hasan suggested that we ask people to give us funds as a short-term loan, if they could not donate any large sums and BAC could give the funds back to them after a certain period. Mr. Dinar thought it was a good idea, but asked how BAC could deliver that promise and what would happen if the promise was not kept. There will be discussion about this in the future.

Mr. Talukder stated that we could offer free event tickets in exchange for funds to members who donate until those funds are used for events. This could be explored in the future too.

Mrs. Ahmed and Mr. Khan suggested we contact various corporate key individuals and approach them with our package to secure funds.

Mr. Haleem brought up the idea about Black Tie Gala to be held in October, where a famous performance artist (singer) could be brought in and South Asian businesses and individuals could be invited. He will share his idea and a template with Mr. Meah and then others will get involved.

Discussion about fundraising continued.

The meeting was adjourned at 6.20 pm.