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# ORIGINAL

BAC EB session: March 30, 2011 Email Discussions - Minutes

### Attendees:

Rahman, Hasan (JSC-SA2)[WYLE INTEG. SCI. & ENG.]; 'Arun Roy'; 'S. M. HALEEM'; 'sxahmad@gmail.com'; 'masoom41@hotmail.com'; 'abuldhaka@gmail.com'; 'khaled.khan@samsclub.com'; 'moons51@hotmail.com'; 'marif@mraarchitects.net'; 'naz\_husain@hotmail.com'; 'oli@fb-houston.org'; Chowdhury, Abul A. (JSC-SA2)[WYLE INTEG. SCI. & ENG.]; 'shahhaleemtx@gmail.com'; 'Hasan Rahman'; shaleem@yahoo.com; Ratan Uncle/M

### Discussion:

Because of BAC EB could not meet this Wednesday March 30, 2011 (the last Wednesday of March), this minutes is drafted to collect the discussion over email and phone conversation; such that all major items and actions are recorded.

BAC EB is launching a massive Fund Raising Campaign with the whole community as target audiences on June 4<sup>th</sup> 2011 at the Stafford Civic Center.

BAC EB is taking an effort to make a successful fund raising event so that the BAC construction can start in October 2011. This Donor Conference will be the first litmus test since we bought the land - to determine the (tangible) willingness for community to build a Center or Not.

A steering Committee formation (see below) is on the way and lots of printing materials are in process for review for the massive campaign.

BAC EB does NOT have enough helping hands when comes to real work. So, along these lines - to have a successful Fund Raising event (e.g. BACDC), RFQ Evaluation, Administrative & legal issues, Construction upcoming.

### Action Items:

*Approved - 4/6/10 - based on initials*

BAC EB has approved the following:

- 1. Create a fund raising email group (a person will be in charge of dispatch)
  - 2. Launch a sister website with a slogan <http://bachouston.org/letsbuilditnow> (or <http://letsbuilditnow.org>)
  - 3. Appoint Arif Islam be the CPA on the Record for BAC EB position — *discussion*
  - 4. Appoint Iftekharul Alam as Assistant PR Director to help Shah Haleem — *discussion*
  - 5. Appoint Fullbright & Jaworski LLP provide the pro bono Legal Counsel
  - 6. Appoint Jamil Kafil (713 261 3665) as Assistant Engineer of Record to assist us in architect & engineering area — *discussion*
- Steering Committee Members Signed up: Md. Munir Zaman, Ahad Sheikh, Syeyda Sabrina, Md. Moniruzzaman, Koli Chowdhury, Aminul Islam, ftekhhar Alam, Khandakar Mahmud, Zakir Hossain, Jahangir Iqbal, Layak Rahman) —
- 8. M. Zakir Hussain — as assistance Secretary — *Discussion*
  - 9. Minimum Donor-Member - \$200.00 during the construction phase. This Center Member minimum due will be \$200.00 effective immediately.
  - 10. Center Members: Donation of \$200.00 to \$499.00 individually or as a family. The amount and benefit can be adjusted by EB as deemed necessary.

*Handwritten notes and initials:*  
 HR 1 SH, HR 2 SH, HR 3 SH, HR 4 SH, HR 5 SH, HR 6 SH, HR 7 SH, HR 8 SH, HR 9 SH, HR 10 SH  
 M, M, M, M, M, M, M, M, M, M  
 S, S, S, S, S, S, S, S, S, S

*ITEM NUMBERS 3, 4, 6 & 8 DID NOT PASS, AND WERE POSTPONED FOR FURTHER DISCUSSION.*

*Handwritten signature and date: 4/6/11*

- EB*  
*5-11-11*  
*MR*
11. BAC Donor Conference – Will be asking the community to *donate \$200* sacrifice minimum of \$200.00 to become at least a Center Member.

**Resolutions:** – *passed, HR, M.M. SB ISA. mg*

1. Minimum Donor-Member - \$200.00 during the construction phase. This Center Member minimum due will be \$200.00 effective immediately.
2. Center Members: Donation of \$200.00 to \$499.00 individually or as a family. The amount and benefit can be adjusted by EB as deemed necessary.

**Next EB meeting 5/4/2011**

Agenda:

- BAC OS Updates
- Challenge seamless organizational structure between BAH & BAC