

April 24, 2011 - Sunday @ 3:00 pm

(1)

BAC Meeting Minutes

- 1) Awards - dump DC - use ^{high} some standard
- Who is Who - Recognition
 - Need nomination
 - Need process
 - Academic & professional Achievement
 - Life time Achievement - 1 person (on hold)
 - Young professionals for DC

2) Email list from Shah Haleem

- Please forward this email to your friends & family

3) [Honorary Committee - Honorary Chair
Chain of the Events - fund Related - Amanul Syed

- Convener - Hasan Salma

- Co-Convener - Oli Mohammed - Oli declined - ~~work~~ will work as the assistant director.

- Keep getting names for Honorary chair - co-chair

- Wait until last week of DC

- Member Secretary - Saddam Ahmad

4) ~~SE~~ Town Hall Meeting - April 30 - Darbar
80 families - 160 Heads

Power Point Presentation

③ timeline 2001 - to - 2011

- 5 min. to Oli - speech

- Budget - Snacks - Music

- Oct 2nd - 1) Abed Khan - Brac Foundation

2) Dr. Yunus - Grameen

National Anthem

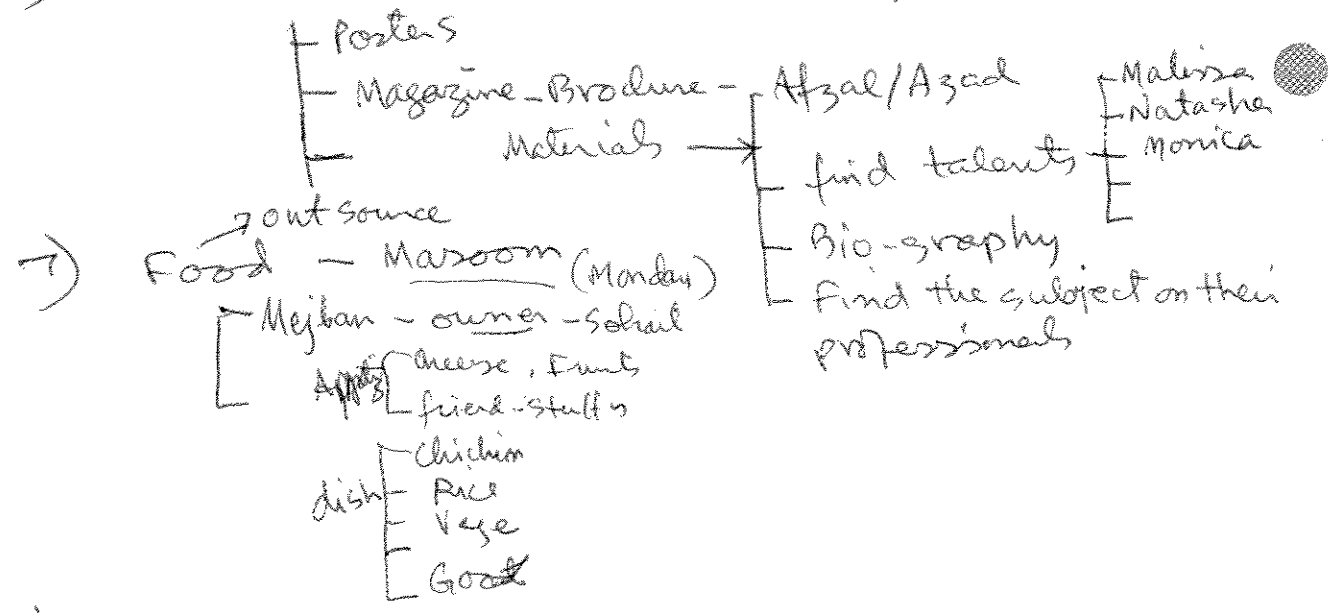
US & BD

5) Focus

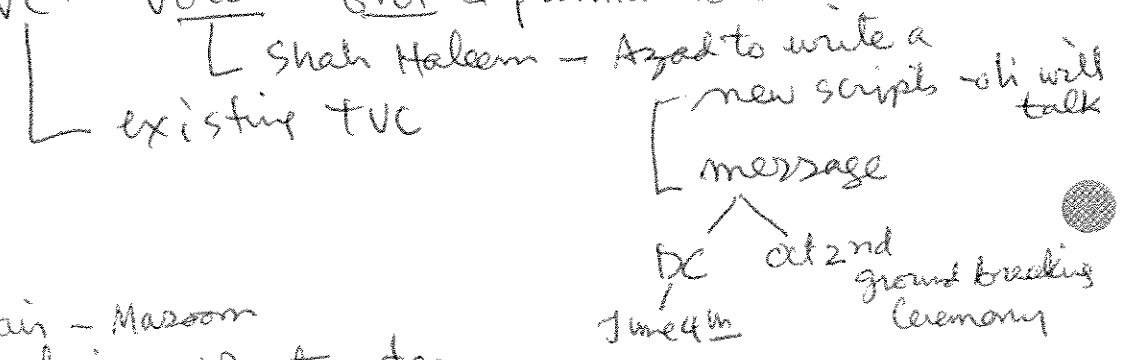
- on Under-Writer

- Advertisement

6) DC - under writer - Tax Benefit



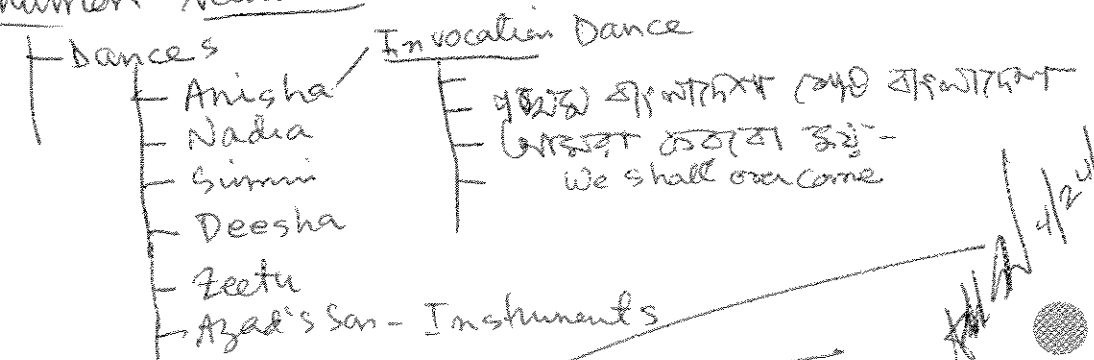
8) TVC - Voice - over - punna - voice



9) - Chair - Masoom
- Co-chair - volunteer team
Lohi

10) Badges

11) Dress - Suite - Pariza/Panzabi
Rathindrapalsh
12) Shimmer Arthukari - → start with BD dress & Dance



13)

Signatures: Hazan Palhan,

A. Masoom

Shah Halqam

Son De

Signature

4/24/11

ORIGINAL

April 20, 2011 @7:00pm

BAC Meeting @ 13415 Renn Road, Houston, TX 77083

We are meeting every Wednesday evening @7:00pm and every Sunday @4:00pm at the Center until the June 4th Donor Conference convenes. We would like to meet and resolve issues and concern related to this Conference. So, it is important that we diligently be able to meet and contribute to fulfill our obligation and commitment as part of this journey.

Here are few agenda items for tonight Meeting that we must take care:

- 1) Dignitaries list finalize for invitation
- 2) Speakers list finalize for invitation
- 3) Announcement to submit RFQ
- 4) BAC Fund Oversight Committee
- 5) Who is who to connect to the big donors?
- 6) Finalize the Benefit package and website
- 7) DC Poster
- 8) Bangladesh Center operation:
(Storage, Security system (\$350.00 + \$27.00 @ month), Kitchen (to be completed next week), Sign in/ Sign out for volunteers, Comment book for visitors, Computer & printer set up)
Harris County Juvenile probation at BAC - May 21.
Open 7 days from 6:00 p.m. starting 4/16/2001

Upcoming Schedules & Milestones

Week Ending - April 24, 2011

- 1) Final list of Dignitaries
- 2) Final list of Speakers
- 3) Finalize Benefit Package and <http://letsbuildbac.org> website
- 4) BAC Resolution on Fund Oversight Committee – This oversight committee member can be M^r. *Fazle Husain* *Morshed*, Dewan Aftab, Mohid Khan, K.M. Rahman, Syed Amanul and Sagir Imam. The function of this committee is to over look the BAC Construction Fund such that the construction earmarked funds are disbursed timely manner toward the BAC construction project until the main auditorium is complete. Without their authorization or consent this construction fund cannot be disbursed or spent to any other BAH/BAC projects. Every dollar shall be spent only for the BAC city permit and the construction which is schedule to start in October 2nd 2011.
- 5) Discussion on Food vendors
- 6) Discussion on Stage Decoration and required Banners, Yard signs, etc.
- 7) Appointment of Arun Roy as Fund Raising chair, along with Shah Haleem as co-chair
- 8) Appointment of Kallol Halder as Fund Raising co-chair and POC for eblast of DC.
- 9) Need to find a Convener for the DC
- 10) Finalize the DC poster
- 11) Preparation of April 30th Town Hall Meeting
- 12) Collect Advertisements for DC Program Brochure

Shah Haleem

HR
SA
AB
AK
AM
S.M. Akram