

# Scarborough Islamic Society

Meeting Minutes		
Date: 22/05/2022	Time: 1.30pm	Location: Scarborough Islamic Centre
Meeting called by	Asrar Yasin	
Type of meeting	Annual General Meeting	
Note taker	Dr Abdalla Eisawi	
Attendees	Dr Zaid Al Saffar (Chairman - exiting), Asrar Yasin (Chairman - newly appointed), Dr Abdul Rehman Lazim, Dr Mazen Qunubi, Alkas Ali, Abul Ali, Dr Abdalla Eisawi, Shakeel, Mahmud Ali, Dr Asif Firfirey, Imam Shoaib Islam (Apologies: Faizul Haq)	
Agenda Topic 1		
Discussion	Personal Development Plan (PDP) of Imam Shoaib	
Personal Development Plan (PDP) of Imam Shoaib	<p>A lengthy discussion took place concerning the development plan for Imam Shoaib. Dr Zaid suggested engaging with the Islamic Mission group of mosques (that includes York Mosque) for furthering the Imam's involvement with the wider Muslim community including York Mosque and to further the development of the Imam. Imam Shoaib welcomed the idea and expressed interest to work with the partnership alongside (but not instead of) his ties with Dewsbury centres.</p> <p>A local subcommittee including Dr Mazen Qunubi, Jamal Abu Yousef, Dr Abdalla Eisawi, Dr Abdulrahman Ahmed and Dr Lazim was agreed to assist in the Imam development and receive feedback related to his activities.</p> <p>Great emphasis was placed on ensuring any future feedback/critique to the Imam would be directed in a constructive manner and would be discussed with the local subcommittee in the first instance. Usage of social media or discussions in the open should be avoided. Should matters of a specialized scholarly nature arise then this may be discussed with an external learned scholar.</p>	
Imam development subcommittee approved by trustees and Imam Shoaib encouraged to establish link with Islamic Mission/York Mosque		Date: 3 <sup>rd</sup> July 2022
Agenda Topic 2		
Discussion	Urgent Repairs to the Centre	
Urgent Repairs to Centre	<p>Progress report provided by Shahid Faqir (part of subcommittee also including Alkas Ali and Abul Ali) concerning the ongoing efforts (short term measures) to rectify the roof leaking problem. Shahid explained the extent of the problem including the need to drill a hole in the plaster to assess the internal damage/leak extent.</p> <p>Additionally, Shahid established that he is embarking on a long-term plan to assess and replace the roof structure. However, Shahid stressed the need to enlist the help of a structural engineer to assess the whole building.</p>	

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	<p>Short term efforts including visual assessment of the damaged surface of the gulley's and clearing the roof gulley's drainage areas were acknowledged by the executive committee. Further short-term measures including gutter liners and coverage primer will be considered in the face of the continued roof leaks.</p> <p>It was agreed that we should not delay seeking solutions for the rainwater leak problems, and that we should progress with sourcing of a solution to the leaks short term and long term. There has been a debate on establishing clear timeframes, but Shahid suggested that would be difficult in the context of long waiting lists for local builders.</p> <p>Also discussed damaged floor in male toilet area due to damaged vynl seals and access water spillage resulting in rotten floor base. Trying to source joiner to carry out work or alternatively make time to action. Currently provided long lead times by joiners. Suggested to have a short term and long-term solution planned using robust materials.</p> <p>The progress of the yard clearance was acknowledged and major efforts in converting it into a thriving community centre. It was suggested we gather public opinion for the long-term use of the yard.</p> <p>There were items remaining in the yard belonging to brother Zaid who has committed to removing them as soon as possible within the next few weeks.</p>
<p>Progress report to be supplied by Shahid during the next interim meeting detailing ongoing short-term measures as well as a clear long-term plan to rectify the roof problem. This includes enlisting the specialist assessment of a structural engineer.</p> <p>To make progress in sourcing or repairing toilet area floor.</p> <p>Dr Zaid to remove the remainder storage items within next few weeks.</p>	<p>Date: Date of next meeting to be confirmed.</p> <p>Date: Action by 3<sup>rd</sup> July.</p>
<p><b>Agenda Topic 3</b></p>	
<p>Discussion</p>	<p>Determining a minimum number of meetings in a calendar year</p>
<p>Future meetings</p>	<p>Dr Abdalla Eisawi suggested holding a minimum of 3 further Interim meetings within this calendar year to tackle the many challenges the mosque faces (after provision of the necessary notice). This has been discussed though future dates is yet to be agreed.</p> <p>Towards end of AGM, newly appointed Chairman, Asrar Yasin agreed to meet with newly appointed Secretary and Treasurer in a weeks' time to propose future meeting dates.</p>
<p>First meeting of Office bearers to determine future dates for the next 3 interim meetings (every 3 months)</p>	<p>Date: 28<sup>th</sup> May 2022</p>

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Agenda Topic 4	
Discussion	Election of the Office Bearer positions and two trustee vacancies
Elections	<p>Dr Guemma Bakeer had resigned as a trustee in the previous meeting creating a vacancy for one trustee. There was also a vacancy for a female trustee. Nominations were put forward to select Shahid Faqir and Sister Aisha Hamouda and were unanimously elected as trustees to fulfill two vacancies. Further nominations were proposed, however, due to all 13 trustees in place and no vacancies, it was suggested to consider them in future when vacancies arise.</p> <p>The position of chairman was initially contested by Dr Zaid and Asrar. Dr Mazin was also nominated as a candidate and Dr Zaid decided to later withdraw. It was agreed that absent trustees were not allowed to vote. A ballot box vote took place and facilitators were appointed to collect and count the 12 votes.</p> <p>Asrar Yasin was elected as Chairman by 6 votes to 5; ignoring the 1 void vote. Dr Abdalla Eisawi was elected as Secretary, and Abul Ali as Treasurer, as they were the only candidates interested and nominated for those positions and unanimous agreement by all trustees.</p> <p>Existing Chairman, Dr Zaid highlighted the requirement for handover.</p> <p>Newly appointed Chairman and several trustees expressed their appreciation and gratitude to Dr Zaid for the 20 year service as Chairman and his key role in establishing the Centre.</p>
Agenda Topic 5	
Discussion	Handover and immediate changes required
AOB : Change of Bank	It was agreed during discussion of handover, that the newly appointed office bearers would apply for a new bank account with CAF Bank and arrange for the setup of online banking that allowed 2 approvers for payment online. It was unanimously approved by trustees to setup account with CAF Bank and transition away HSBC Bank as per on-going discussions that had took place prior to meeting.
HSBC Bank/Charity Commission/HMRC/SIS website	Also highlighted that HSBC Bank, Charity Commission, Government HMRC website and SIS website all required updating immediately to reflect the new office bearer and new trustee appointments. Also a full mandate with signatories to be provided to HSBC bank.
Immediate action required to update relevant authorities.	Date: Urgent action required
Minutes produced by : Dr Abdalla Eisawi (Secretary)	Date : 25/5/2022
Minutes approved by : Asrar Yasin (Chairman)	Date : 26/5/2022
Date of next Executive Meeting	Date: TBC