

Current Bylaws

Section 12.02: Council Members

- (a) The Council of Trustees shall consist of:
- (I) Nine (9) members to be elected by members of the Society. In order to be eligible to serve on the Council, the following two criteria have to be met:
- i) a voting member in good standing for ten or more years, and
 - ii) Past service as a member of the Executive Board for at least for 3 years.

Section 9.04: Construction Committee

- (b) The Construction Committee shall be responsible for preliminary plan of the project and its presentation to the Board, the Council, and the General Body. Once the project is approved by the Board, the Council and the General Body, the Construction Committee in consultation with the Board and Council shall be responsible for finalizing the plan, obtaining construction bids, selecting the contractor, and supervising the construction project. The committee will cease to exist after completion of the project.
- (c) The Construction Committee shall have a total of five members. The Board and the Council shall each appoint two members. The President in consultation with the Board shall appoint an ISNF member with experience related to the Construction industry or Civil engineering as the fifth member and the Chairperson.

NOTE: *Italic* ---- new; underline ---- deleted

Proposed Bylaw Amendments

Section 12.02: Council Members

- (a) The Council of Trustees shall consist of:
- (I) Nine (9) members to be elected by members of the Society. In order to be eligible to serve on the Council, the following two criteria have to be met:
- i) A voting member in good standing for *six* or more years, and
 - ii) Past service as a member of the Executive Board *or among the top 20 donors to ISNF operating and construction funds during the 5-year period immediately preceding the date of the Council election.*

(Purpose: ISNF is running out of members eligible to serve in the Council. This amendment will relax the eligibility requirements for Council membership.)

Section 9.04: Construction Committee

- (b) The Construction Committee shall *work with an Architect and/or Contractor to produce a preliminary plan and cost estimate* of the project and present it to the Board, the Council, and the General Body *for approval. In the event that an approved plan exists, the Construction Committee shall present it along with preliminary cost estimate to the Board, the Council, and the General Body for approval of the proposed construction project.*
- (c) After approval of the construction project, the Construction Committee in consultation with the Board and Council, *while working with an Architect and/or Contractor*, shall be responsible for finalizing the plan, obtaining construction bids, selecting the contractor, *obtaining all relevant building permits and government approvals and general supervision* of the construction project. The committee will cease to exist after completion of the project.
- (d) The Construction Committee shall have a total of *seven* members. The Board and the Council shall each appoint *three* members. The President in consultation with the Board shall appoint a seventh member as the Chairperson.

(Purpose: These amendments will further clarify the responsibilities of the committee, increase the number of members and relax the eligibility requirements for the committee Chair.)

Current Bylaws

Section 6.01: Terms of Membership

- (d) Members (other than Life members) must pay the Annual membership dues every year to retain their membership and their seats (if any) in the Board, the Council or ISNF Special Committees (Article IX).

Section 11.04:

Treasurer: The duties of the Treasurer shall be:

- (f) To issue payment for expenses incurred in consultation with the Board. All checks shall be signed by the treasurer, and for payments equal to or over \$5000 (five thousand dollars) the check shall also be co-signed by the President or his designee.

Section 11.03:

Secretary: The duties of the Secretary shall be:

- (f) To assure timely emailing of the approved minutes of Executive Board meetings to all members of Council of Trustees.

Section 12.03: Council Meetings

- (a) The Council of Trustees shall hold regular meetings at least once every two months and may hold additional meetings as needed. Proper minutes of all meetings shall be written and maintained by the Council's Secretary, and approved minutes shall be emailed to all Board members in a timely manner.

NOTE: *Italic* ---- new; underline ---- deleted

Proposed Bylaw Amendments

Section 6.01: Terms of Membership

- (d) Members (other than Life members) must pay the Annual membership dues every year to *maintain* their membership and their seats (if any) in the Board, the Council.

(Purpose: This amendment will relax the eligibility requirements for Select Committee membership. For example, under current Bylaws Imam of any local Masjid can't serve in ISNF's Imam Search committee. This amendment will allow us to use expertise of local Muslims even if they are not members of ISNF.)

Section 11.04:

Treasurer: The duties of the Treasurer shall be:

- (f) To issue payment for expenses incurred in consultation with the Board. *The Treasurer shall sign all checks and conduct all online transactions.* All payable transactions above \$5000 (five thousand dollars) shall also be co-signed by *the Secretary or the President.*

- (g) *The Treasurer shall be the master user for online access to all ISNF bank and investment accounts, and shall provide and maintain standard account access for the President and the Secretary.*

(Purpose: These amendments take account of online access and online transactions.)

Section 11.03:

Secretary: The duties of the Secretary shall be:

- (f) To assure emailing of *important decisions made by the Executive Board within a week of the Board meeting* and timely emailing of the approved minutes of Executive Board meetings to all members of Council of Trustees.

Section 12.03: Council Meetings

- (a) The Council of Trustees shall hold regular meetings at least once every two months and may hold additional meetings as needed. Proper minutes of all meetings shall be written and maintained by the Council's Secretary. *Important decisions made by the Council* shall be emailed by the Secretary to all Board members *within a week of the Council meeting* and approved minutes shall be emailed to all Board members in a timely manner.

(Purpose: These amendments will improve open communications between the Board and the Council.)

Current Bylaws

Section 11.02:

Vice President: The duties of the Vice President shall be:

- (b) To take over the duties of the President in his absence.

ARTICLE X: THE EXECUTIVE BOARD

Section 10.01: **Board Members**

- (a) The Society shall have an Executive Board consisting of nine (9) Board Members including at least one female, one male, one members of age 40 years or less, and one member attending and residing within 5 miles of Masjid At-Taqwa. In case of unavailability of candidate(s) in one or more of the above mentioned four categories during election, the General body at its annual meeting shall nominate and elect such member(s) to fill the vacancy. If the General Body is unable to elect such members, the Council will designate (within four weeks of the General body meeting) such member(s) to serve in the Board till the next election.

ARTICLE XIV: ISLAMIC SCHOOL

Section 14.01: Weekend Islamic School

- (b) A School Board elected every two years by the parents shall run the An-Nur School. In absence of an elected School board, the Executive Board shall appoint an Administrator to run the school temporarily till a new School Board is elected.

NOTE: *Italic* ---- new; underline ---- deleted

Proposed Bylaw Amendments

Section 11.02:

Vice President: The duties of the Vice President shall be:

- (b) To take over the duties of the President *or the Secretary* in *their* absence.

(Purpose: To allow smooth functioning of Executive Board and the ISNF in absence of the Secretary.)

ARTICLE X: THE EXECUTIVE BOARD

Section 10.01: **Board Members**

- (a) The Society shall have an Executive Board consisting of nine (9) Board members including at least one female *and* one male. In case of unavailability of *male or female* candidate(s) during election, the General body at its annual meeting shall nominate and elect such a member(s) to fill the vacancy. If the General Body is unable to elect such members, the Council *shall appoint* (within four weeks of the General body meeting) such a member(s) to serve in the Board till the next election.

Purpose:

- It is extremely difficult to find someone under 40 and/or living near Masjid At-Taqwa who are willing to be part of EB.
- Simplify the election process. *(It is almost impossible for Election committees to figure out candidates' age or whether the person attends Masjid-At Taqwa & lives within 5 miles of its radius).*

ARTICLE XIV: ISLAMIC SCHOOL

Section 14.01: Weekend Islamic School

- (b) A School Board elected every two years by the parents shall run the An-Nur School *based on An-Nur School Bylaws. School Board office bearers must be a voting member of the ISNF.* In absence of an elected School board, the Executive Board shall appoint an Administrator to run the school temporarily *until* a new School Board is elected.

(Purpose: This amendments will require the School Board Office-bearers to be an ISNF member.)

Current Bylaws

Section 12.01: Council's Role and Responsibilities

(e) Decisions with regards to purchase and/or sale of Society's capital assets (real estates, investments and endowments) shall be the authority of the Council on behalf of and subject to approval from the General Body.

Section 7.05: Decisions in General Body meetings shall be made by a simple majority vote, except for those matters described under sections 7.06 and 18.01. Construction, sale or purchase worth \$100,000 (US dollars) or more will require a two-thirds majority.

Proposed Bylaw Amendments

Section 12.01: Council's Role and Responsibilities

(e) Decisions *about acquisition (via purchase or donation of real property or any non-cash assets)* or sale of Society's capital assets (real estates, investments and endowments) shall be the authority of the Council on behalf of and subject to approval from the General Body. *Such decisions will require approval of two-third of the Council members.*

Section 7.05: Decisions in General Body meetings shall be made by a simple majority vote, except those matters described under sections 7.06 and 18.01. Construction, sale, *expenditure or acquisition (via purchase or donation)* worth \$100,000 (US dollars) or more will require a two-thirds majority.

Proposed Bylaw Amendments (New sections)

ARTICLE XVI: GENERAL RULES

Section 16.01: Standard Practice

- (d) *The ISNF shall not accept any fund originating from any foreign country, nor shall it send any funds to any foreign country except through verifiable registered relief organizations in the USA not listed in the Treasury Departments OFAC Sanctions List.*
(Note: This amendment has been approved as a resolution by the General Body at the 2016 Annual General Body meeting. Its purpose is to safeguard ISNF from illegal foreign transactions.)
- (e) *The ISNF shall not sponsor or raise any funds for another organization, nor shall it use its tax-exempt status to collect any funds to behalf of another organization. The President and the Executive Board may allow fundraising by a verifiable registered relief organization in USA that is not listed in the Treasury Departments OFAC Sanctions List.*
(Purpose: This amendment will safeguard ISNF's tax exempt status.)
- (f) *Resolutions adopted at the General Body meetings shall be numbered and signed by the Board Secretary. The first four digits of the resolution number shall be the year when the Resolution is (or was) passed and the last two digits shall be order of the resolution for that year (In the format of: YYYY-NN starting from YYYY-01). The signed original resolution, with for and against vote count and date/number noted on it ,shall remain in a Resolution Register and shall be available for any member in good standing to read or examine.*
(Purpose: To have record of adopted resolutions and thus improve functioning of ISNF.)
- (g) *A resolution passed by the Board, the Council or the General Body can be rescinded, nullified by another resolution or amended by the same entity with a two-thirds vote (of those present at the meeting) provided a prior notice is sent (at least two weeks before the meeting) and the total vote for the rescind/amend motion is equal to or more than the vote for the original (adopted) resolution.*
(Purpose: To clarify rules for rescinding or amending an adopted resolution.)
- (h) *The outgoing Treasurer and Board Secretary shall transfer the accounts and their online access (user ids and passwords) to new officers in a timely and efficient manner. After the takeover, the incoming Treasurer shall immediately change the online access passwords.*
(Purpose: To assure smooth transfer of bank and investment accounts to new office bearers.)
- (i) *Administrative passwords of all ISNF computers, routers and other electronic devices shall be provided to the Board Secretary. The Secretary shall create and manage a depository of them and make them available to the Board office bearers.* *(Purpose: To have a databank of passwords)*
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