



AGM 2022 Minutes

13th November 2022

Agenda

1. Quorum
2. Review 2021 AGM minutes
3. Proposed motions
4. Review & approve accounts for year-ending 31st December 2021.
5. President's Annual Report & Q&A.

1. Quorum

- 1.1. The AGM commenced with recitation from the Holy Quran.

2. Review 2021 AGM minutes

- 2.1. Minutes from previous AGM on 10th October 2021 were made available in hard copy format, projected on screen and read out by the Secretary.
- 2.2. Minutes were approved by the floor as an accurate record with the following addition:

2.2.1. Floor member asked what the was answer to the question "Was the Muharram Molana's payment was approved by the EC". Secretary replied yes.

3. Proposed Motions

- 3.1. The Secretary progressed to presenting the constitution amendments and general motions submitted. A recount of members present confirmed 25 in attendance.

3.2. Constitution amendments proposed by Dilshad Abbas.

- 2.10 A member may terminate his/her membership at any time by giving notice in writing to the secretary of the Idaara. (replacing the word resign)
Carried with 19 in favour
- 4.1 At the Annual General Meeting (AGM) the Idaara will elect an Executive Committee that will consist of Office Bearers (i.e. a President, Vice President, Secretary, Assistant Secretary, Information Secretary, Treasurer, Assistant Treasurer) and 5 Committee Members, who shall contest for the following office;
Head of Maintenance, Head of Niaz, Head of Programmes, Head of Funeral arrangements, and Head of Security. In addition a further 2 committee members can contest for the position of executive members. **Motion withdrawn**
- 7.1 The executive committee may appoint sub-committees to assist in the functioning of the Idaara as and when required except for the ladies committee.
Motion defeated with 12 in favour



- 7.2 The ladies to have complete independence and freedom, without any interference from the men's elected committee, in choosing three key positions, The Chair Lady, the Treasurer, and the Secretary. **Motion defeated with 11 in favour**
- 7.3 Only those ladies who are fully paid members of the Idaara independent of their spouse's membership can qualify under 7.2 **Motion cancelled**
- 7.3 The three positions at 7.2 once chosen can appoint their own assistance. **Motion cancelled**

A recount of members present confirmed 27 in attendance.

- 11.1 Half of the Executive Committee members plus one shall form a quorum at Executive Committee meetings. **Carried with 21 in favour.**

3.3. Constitution amendments proposed by Hamait Ali.

- 4.1 My proposal is to reduce the additional 12 committee members on top of the office bearers to 6 thus reducing this number by half. This will be more affective than our current system. **Motion defeated with 7 in favour**

3.4. General motion proposed by Hamait Ali.

- My second motion is for the funeral committee and services to be kept separate to the main executive in terms of operations and personal. This will in turn create a clear pathway to develop the services on offer currently which are currently insufficient and not fit for purpose. The committee will eve bound to report to the main executive as required by the main executive in terms of budgets and financial clarity for the members but will be allowed to operate independently to carry out its function in a fair and reasonable manner. **Motion withdrawn due to typographical error.**

3.5. Constitution amendments proposed by Amjad Shah

- 4.1 At the Annual General Meeting (AGM) the Idaara will elect an Executive Committee that will consist of Office Bearers (i.e. a President, Vice President, Secretary, Assistant Secretary, Information Secretary, Treasurer, Assistant Treasurer) and 11 sub-committee Heads. **Withdrawn due to lack of attendance**
- 4.7.14 The following sub-committee Heads will be elected directly for each post;
- 4.7.14.1 Programmes; arranging and managing all programmes and events.
- 4.7.14.2 Catering; arranging and distribution of food for all events.
- 4.7.14.3 Maintenance; building maintenance.
- 4.7.14.4 Equipment; maintenance of audio, video and computer equipment.
- 4.7.14.5 Funerals; managing the funeral services
- 4.7.14.6 Security; managing the security and car parking.
- 4.7.14.7 Compliance; standard operating procedures and policies.
- 4.7.14.8 HYC; head of the Youth services.



- 4.7.14.9 Education; madressa liaison and education initiatives.
- 4.7.14.10 Investment; revenue generation and event sponsorships.
- 4.7.14.11 Ziyaraat; decoration, alams, taboot, shabih etc.
- 4.7.15 A Chairlady sub-committee head will be elected who will form her own management team to lead the ladies affairs and will be part of the Executive Committee.
- 4.7.15.1 Chairlady will be elected via a separate election process overseen by an independent Election Officer appointed by the Executive Committee within 3 months of a new Executive Committee taking office.
- 4.7.15.2 Chairlady candidate must be spouse of an eligible Idaara member or an eligible female Idaara member (as per clause 3.6).
- 4.7.15.3 Chairlady to be elected by spouses of eligible voting members (as per clause 2.7.2) and eligible female Idaara members (as per clause 2.5)
- **Withdrawn due to lack of attendance**

- 7.1 The Executive Committee may appoint additional sub-committees to assist in the functioning of the Idaara as and when required. **Motion withdrawn due to lack of attendance**

- 4.7.12 The President and Secretary can jointly sanction the expenditure of not more than £1000 for any one purpose **Carried with 26 in favour**

4. Review and approve accounts for year- ending 31st December 2021

- 4.1 Treasurer, Dilshad Abbas proceeded to present the annual income and expenditure for financial year end 2021 with hard copies made available to the floor and projected on screen.
- 4.2 Floor member asked when the audited accounts for 2020 would be presented as they were not presented at the previous AGM. Treasurer replied that he will ask the auditor for a copy and upload to the Idaara website.
- 4.3 A question from the floor was why the hall charges have increased since the previous year. Treasurer replied that some of this amount was due from the previous hall licensee Malik sahib and from the current licensee Shah sahib. This was not offset as there were disputes going on however have now been completed.
- 4.4 Floor member asked what the other creditors is made up of. Treasurer replied that £70k is the deposit we hold and the remaining figures are approx:
- Previous Auditor £4500
 - Water Plus £6035
 - Ground Rent £12650

5. President's Annual Report and Q&A



- 5.1 President AS thanked all subcommittees maintenance including funeral, ladies, HYC for their efforts and commitment in ensuring we have a safe and clean environment to operate in.
- 5.2 He added that the two busiest periods in any given year are usually Muharram and Ramadhan. Predominately program committee and Niaz committee both have put a lot of effort in making sure we are hosted. He thanked all members of both subcommittees.
- 5.3 AS added that behind the subcommittees there is a team of volunteers, and it is these volunteers who are the backbones of the sub committees. AS thanked all volunteers and asked members present to recite a salawat for their efforts.
- 5.4 The floor was informed that due to high demand and limited resources we continue to operate two madrassahs run on Saturday and Sunday. Onsite classes reopened after September 2021 following the pandemic. Saturday madrassah currently has about 170 students with 10 on the waiting list. They cater for ages nursery to year 8. Attendance is 90 a year.
- 5.5 Sunday madrassah has 200 students with 40 on the waiting list. There are 27 dedicated teaching and support staff. Madrassah recently engaged with Sheikh Hussian Makke, hosted Shabaan learning and confidence events and hold Muharram and Ramadhan workshops every year.
- 5.6 The floor was informed that there is an urgent need for volunteers and if there is anyone suitable in the community who can dedicate time the Madrassah would appreciate their support.
- 5.7 AS informed the floor that recently a matchmaking event was held at the Idaara in collaboration with Shia Spouse, MUS, Al Abbas Centre and had EC representation. He added that this is an incentive and a need for our society and community and something we can continue to work on and host again in the future.
- 5.8 AS informed the floor that an investment subcommittee was formed whose primary focus is on reviewing our existing assets. He added we have outgrown this building and have capacity issues both from Madrassah point of view and running our normal programs. The tasks given to investment committee was to review possibilities and options of how we can increase the capacity in current structure.
- 5.9 The floor was informed that we are currently reviewing capacity within this building and have engaged an external surveyor who has drawn up detailed plans. AS added that we are also talking to a professional building firm who will come back with the best options for us. The three easier options are
 - Adding an additional story
 - Build out and increase footprint
 - Reconfigure existing setup and utilise space that more efficiently.



5.10 The floor was informed that an app has been developed for the Idaara and is currently being tested by the EC. The app will offer direct messaging, and marketplace. AS said that he is hoping to roll it out to the membership in the next few weeks and added that this will help communicate with our membership better and will allow us to conduct Census and surveys including feedback.

5.11 AS informed the floor that we will continue to look at upgrading and investing in our IT and sound system.

5.12 AS informed the floor that we focus on religious obligations which we should, however this sometimes neglects other things that we can do within our community. He added that he would like to encourage careers fairs as the youth could benefit from the various professionals within our community. He added that he would also like to try and cover educational and social side of things more such as developing after school homework clubs.

5.13 AS thanked the entire EC for working together to ensure a successful Ramadhan and Muharram as well as main programs. He added that the entire EC has contributed and pulled together.

5.14 A floor member suggested for AS to look into creating a business directory for the Idaara. AS said this will be addressed in the Idaara app due to be launched soon.

5.15 Floor member suggested for the Idaara to start a burial membership. AS replied and said the Idaara already has a burial scheme which has been running for many years and welcomed to take on any ideas to improve the scheme.

5.16 Floor member informed AS that this is third attempt at the AGM and asked why the first attempt wasn't within the first 4 months of the year as per constitution. AS said that this was discussed and as Ramadhan was during that period the board felt it was difficult to have an AGM in Ramadhan. AS added that this was an EC decision. Floor member asked if EC could overrule constitution. AS replied that EC cannot overrule constitution however this is not the first time it has happened. AS concluded that every effort should be made to have AGM in line with constitution.

5.17 Floor member asked if DBS checks have been conducted for all EC members and holding trustees. An EC member replied that all newly elected EC members have had their DBS checks done however this is not a requirement for holding trustees. Member of floor said the constitution clause 8.9 says all trustees must have a valid DBS. AS corrected EC member and said holding trustees also require DBS checks. To be taken back to EC for action.

5.18 Floor member informed AS that he went on to the Charity Commission website and there was a red marker stating, "charity reporting overdue by 13 days" (Annual return overdue and accounts overdue). AS mentioned he that hasn't received any notification from the CC and added previously there was an issue where we filed our returns, and it took them 6 months plus to correct that issue. AS said this is something that needs looking into.



5.19 Treasurer DA asked if this red mark from the previous year or if we have failed to file this year's accounts/annual return. AS replied that this is what he needs to follow up and check with the CC. DA added that the deadline for the 2021 accounts was 31st October and the red mark would most likely be for this. He added this can cause problems with certain credit agencies. AS to follow up.

5.20 Floor member informed AS that that last year we had Jumma prayers at the Idaara and had discussions with Al- Abbas to share Jumma prayers. Floor member asked why we haven't had Jumma prayers in the Idaara in the last year even though Al- Abbas were willing to share one Jumma a month with us. AS said that Al- Abbas Centre did not agree in principle to share Jumma prayers once a month. They originally agreed for us to host Jumma until they reopened after the pandemic. The last conversation with them was 6 months ago where they were in process of having an election and AS was assured that once the new team settles in, they would sit down and have a meaningful discussion. AS added that this discussion is due now so we will open communication channels again. Floor member recommended for AS to push for Jumma after this AGM and push for a decision from Al- Abbas Centre.

5.21 Floor member asked if it is time if we change the format of our programs and questioned if we achieving anything with just lectures? He added should we think of sessions rather than one-way programs and lectures. AS replied that we need to ask what would benefit our children and that our dominant language is English therefore we need to cater for that. He added we need to build a social community centre for our members and need to have Q+A's, social evenings, football and cricket streaming. AS added that our target and aspiration should be to move with time and work with our children. He would like to experiment this over next 6 months. AS added that there is a mindset that programmes must have a set format however he does not think this will work as our needs are greater than this.

5.22 An EC member suggested for AS to give volunteers courage by giving them voluntary positions such as stage duties and Niaz duties. He added there are many volunteers willing to come forward but do not due to politics or other reasons. EC member suggested for the rest of the EC to accept new volunteers and give them positions. AS welcomed the suggestion and added that charities run on volunteer basis, and we need to have a strong volunteer system. We need a team of volunteers who are available and ready to assist the EC.

5.23 AS informed members about the floods in Pakistan and that the Idaara's appeal collected over £35k from our community. AS informed the board that Syed Wasif Shah done a tremendous job going out on the ground and personally being involved in the appeal. AS thanked WS for his efforts and asked floor members to recite a salawat.

5.24 EC member suggested for AS to inform members and the wider community that if they have any social community problems, they can come and discuss with us. He added that many people including women go to Central Mosque with social issues. AS added that there are many sensitive problems which people have, and this can be challenging and requires a



Idaara Maarif-e-Islam
Hussainia Mosque & Community Centre

Regent Park Road
Small Heath
Birmingham
B10 0QP

Charity Reg: 506755

www.hussainia.org.uk

info@hussainia.org.uk

0121 773 6212

lot of groundwork before we can do this. However, he is happy to work with other organisations such as MUS or Al- Abbas and is something we can work on.