



AGM 2023 Minutes

21st May 2023

Agenda

1. Quorum
2. Review 2022 AGM minutes
3. Proposed motions
4. Review & approve accounts for year-ending 31st December 2022.
5. President's Annual Report & Q&A.

1. Quorum

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

2. Review 2022 AGM minutes

- 2.1. Minutes from previous AGM on 13th November 2022 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.

3. Proposed Motions

- 3.1. The Secretary progressed to presenting the constitution amendments and general motions submitted. A count of members present confirmed **98** in attendance.

3.2. Constitution amendments proposed by Abbas Ali.

- **Section 11**
- Change clause 11.2, so after amendment it reads as follows:
- *The minimum quorum required for a valid AGM or EGM is 25% of the Idaara membership. If no quorum is established at the first attempt, then the AGM or EGM can begin within 30 minutes of the first try, without the need for quorum to then be established for that AGM or EGM. **Approved 77 in favour***
- **Section 8**
- Change the word Trustee in clauses 8.1, 8.2, 8.4, 8.5, 8.6 to Holding Trustee.
- Change the wording of clause 8.2 so that the amendment reads as follows:
*At the AGM the Trustees will be elected for a term of 5 years. **Approved 88 in favour***



3.3. Constitution amendments proposed by Syed Muhammad Askari

- **4.7.13.1** All Executive Committee members elected must possess an advanced DBS disclosure check validated in the last 12 months. **Approved 88 in favour.**
- **4.7.13.2** If an advanced DBS disclosure check is not held by the elected member at the time of election then an application should be made within 6 weeks of being elected and proof of application should be lodged with the Secretary of the Idaraa. Failure to comply with this requirement will lead to immediate termination from being member of the Executive Committee and/or any Post held as result of being elected. **Approved 97 in favour**
- **4.7.13.3** Upon application for a DBS check under the above clause & the outcome being that the elected member has failed the DBS check then will lead to immediate termination from being member of the Executive Committee and/or any Post held as result of being elected. **Approved 100 in favour**
- **8.9.1** All Holding Trustees must possess an advanced DBS disclosure check validated in the last 12 months. **Approved 99 in favour**
- **8.9.2** If an advanced DBS disclosure check is not held by the Holding Trustee at the time of election then an application should be made within 6 weeks of being elected and proof of application should be lodged with the Secretary of the Idaraa. Failure to comply with this requirement will lead to immediate termination from being member of the Executive Committee and/or any Post held as result of being elected. **Approved 103 in favour.**
- **8.9.3** Upon application for a DBS check under the above clause & the outcome being that the elected member has failed the DBS check then will lead to immediate termination from being member of the Executive Committee and/or any Post held as result of being elected. **Approved 110 in favour.**

3.4. Constitution amendments proposed by Amir Mukhtar Kazmi

- **2.1** Any Shia Ithna Asheri Muslim adult over the age of 18 years. **Approved 114 in favour.**
- **4.7.xx** All Executive Committee members elected must attend at minimum 75% of the meetings called by the President regardless of personal circumstances. Attendance to be reviewed and disclosed by the President every election AGM, with those failing this attendance benchmark disqualified from running in the immediate next term. **Approved 106 in favour.**
- **4.7.xx** All Executive Committee members elected must either individually or as group, provide a 1-page summary at the AGM of the tasks and activities they have been involved in throughout the year. **Approved 94 in favour**



- **9.2** Upon a written or ELECTRONIC petition to call an EGM on matter of importance or urgency by at least forty (40) of the voting members of the Idaara and delivered to the Secretary OR EMAILED TO THE IDAARA MAILBOX, the Executive Committee shall convene such a meeting within four (4) weeks of the receipt of such petition. **Approved 96 in favour.**
- **9.x** Upon receipt of a petition to call an EGM on matter of importance or urgency by at least forty (40) of the voting members of the Idaara, the Executive Committee will not proceed with the emergency matter highlighted in the petition until the said matter is not resolved in the EGM. **Approved 89 in favour.**

3.5. Constitution amendments proposed by Haider Ali

- **4.6.1.** Should a position in office remain unfulfilled for any reason during the nomination process, the Election Officer has the power to extend the (15) day period prior to elections being held for a reasonable period of time to ensure all positions are filled. **Defeated 11 in favour**

3.6. Constitution amendments proposed by Hamait Ali

- **9.2** The members can use an EGM to seek explanations from the charity trustees for a course of action, or encourage fuller discussion on an issue, by submitting a written petition to call an EGM by at least **thirty five percent (35%)** of the voting members of the Idaara and delivered to the Secretary by **electronic or other means**. The Executive Committee shall convene such a meeting within four (4) weeks of the receipt of such petition and after the executive committee has had a chance to discuss the petition. **Defeated 24 in favour.**

4. Review and approve accounts for year- ending 31st December 2022

- 4.1 Treasurer, Dilshad Abbas proceeded to present the annual income and expenditure for financial year end 2022 with hard copies made available to the floor and projected on screen.
- 4.2 Floor member asked why the figure for donations and memberships. Dilshad Abbas replied saying this is how the Auditor has presented it. He added that membership is £43k and the remaining amount is donations.

5. President's Annual Report and Q&A

- 5.1 President Amjad Shah (AS) thanked all subcommittees; Niaz, maintenance, funeral, ladies & HYC for their efforts and commitment in ensuring we have a safe and clean environment to operate in. He thanked all volunteers of each subcommittee for their time, dedication, and efforts.
- 5.2 He thanked Program and Niaz committee for their hard work to ensure Muharram and Ramadhan were a success and thanked all EC members for their services.



- 5.3 AS informed members that a comprehensive survey of the Idaara was conducted to explore expansion opportunities for increasing capacity. While several options have been proposed, the EC has requested detailed plans with cost estimates and capacity figures. AS tasked the incoming team to proceed with developing the extension plans.
- 5.4 Floor members were informed that the community have responded fantastically to both the Pakistan flood appeal and Syria appeal. AS thanked the community for their donations.
- 5.5 AS informed the board that the Idaara app, which was developed last year, is now operational. He also mentioned that laptops donated by Birmingham City Council are being set up for use by Madrassah and administrative staff.
- 5.6 A member on the floor inquired whether management could consider offering the option for members to pay their membership fees through standing order or direct debit, particularly in light of the current cost-of-living challenges.
- 5.7 Floor member inquired about the feasibility of hiring someone to monitor the mosque's cleaning on a regular basis, citing concerns about cleanliness issues in the mosque and toilets. They suggested considering alternative options if the current caretaker is unable to address this issue. AS suggested exploring the idea of implementing more thorough cleaning practices in addition to the daily routine, potentially through monthly or quarterly deep cleaning sessions.
- 5.8 Floor member asked AS about the amount of funds raised for Syria. AS informed them that £13,500 has been collected so far towards the £20,000 goal. Once the target is met, Rana Sahib and a few other EC members will visit the Zainabiya area in Syria and distribute the funds.
- 5.9 Floor member asked AS about the ownership and development cost of the Idaara app. He also asked who controls the app as it has sensitive data and will need to be stored as per GDPR rules. AS replied that the app was developed by an external company. He added that it was originally developed for another Jamaat and was customised for our Idaara at a reduced rate. He added there was no developing charge and only a monthly charge of £100. AS added that all data is encrypted and stored in databases owned by the Idaara.
- 5.10 Floor member asked AS for an update on the situation with Clifton Road regarding Jumma prayers. AS responded and said we have reached out to Clifton Road who responded and said they are unable to share Jumma prayers with us. This was brought back to the EC who then decided that yes, we want to host our own Jumma. Program team were tasked with finding a suitable Alim who could lead prayers.
- 5.11 Floor member pointed out that the Idaara accounts were submitted late to the CC and have been flagged on the CC website which does not look good for the Idaara. He mentioned that this issue was previously brought up during the last AGM when the



accounts were overdue. The floor member inquired about who is accountable for the delayed filing of the accounts. AS responded by explaining that the accounts were filed late by the Secretary, attributing it to their lack of experience and adjusting to a new role. AS emphasized that this serves as a learning experience and expressed hope that such delays will not occur in the future.

5.12 A member from the floor enquired about the status of the hall license renewal. AS responded that the EC decided to extend the hall license for two years in response to the Hall Licensee's request for additional time to repay debts from the pandemic. Floor member questioned why the decision was rushed, expressing concerns that rushing the renewal could risk our main source of income. AS said that the decision was not rushed, as the standard Hall License period runs from 1st April to 31st March (12 months), typically aligning with the Annual General Meeting (AGM) timeframe. He noted that most EC members supported the extension as the appropriate course of action.

5.13 Floor member inquired about extending the opening hours of the mosque for daily Namaz. AS responded that investigating the feasibility of this request would be necessary.

5.14 Floor member requested AS to tell the executive committee to wait for Ziarat to be completed at the end of the program then to lay out the rolls for Niaz. He asked AS why the Azadari classes that were being run for children had stopped. He added we need to focus on our children as we have lost children and will lose more if we do not take action. AS responded that our children are our future and we need to work on the youth.

5.15 Floor member asked AS about his future goals. AS replied by expressing his concern that we are currently ignoring the education of our youth and our community responsibilities. He also mentioned that in addition to the usual Majalis and Jashans, we should pay more attention to the needs of our children and community. For instance, he suggested that our children should have access to tutoring services at the Idaara.

5.16 Floor member informed AS that during Jamaat Namaz a few people are praying faradah prayers at the back of the Hall. He asked AS if the management can speak to these individuals as it does not look good when others see this. AS replied that we cannot enforce this on individuals, however the principle is to stand with Jamaat.

5.17 A member of the floor asked AS about the possibility of including a specific percentage of programs in English in the constitution for compliance. AS replied that the decision on program management is up to the management and should not be stipulated in the constitution.

5.18 AS thanked members for attending the AGM and thanked the previous EC for their service.