

## Minutes for Woodlands Masjid Shura meeting May 5, 2016

- Meeting start 08:30
- Review of minutes of April 21 meeting
  - Approved
  - General minutes will be posted on the masjid website
- Ramadan
  - Hafiz Talha visit prior to Ramadan (mid May) - need to clarify khatira during tahajud.
  - General masjid cleaning Saturday before Ramadan start - confirmed
    - General coordination meeting prior
    - Announcement of full program to be published Friday before Ramadan.
- Imam Asif visit to Houston May 20-22, and program for the woodlands
- Sunday school principal job description
  - Being reviewed by education committee. Br Ramez will send amended job description to shura for review and discussion and approval
    - Ron will edit and send for review
    - Post on website after consensus.
- Committee activity update
  - Sh search committee- Br Sameer (lead), Br Ayman, Br Saad Asif, Dr Wael, Br Yasser, Dr Atif
    - Job description agreed. Start posting and search. Ongoing.
  - Sisters/social committee
    - Email communication to community to remind to inform social committee of events to allow enough time for arrangements
    - Sr Hanah class successful. Repeats requested. Sisters committee will organize.
  - Construction committee – master plan (septic tank solution, parking, facilities)
    - Find Engineering company to develop master plan – ongoing. Checking with Br Hilal's company. Setting up meeting with central construction committee to keep them informed and get feedback, suggestions.
  - Maintenance committee
    - Damage from flood. Fence needs to be fixed. Report to be sent to ISGH for insurance claim.
    - ISGH instructed us to organize ourselves. Following up on old quotes for new fence construction, but no reply from contractors yet. Going out and fix old fence, or possibly put new one. Br Sameer will check with Br Maher.
- AOB
  - Copying AD on email communications related to Masjid committees and affairs. No conclusion, will revisit next meeting (see notes from Feb 18 meeting below).
  - AD access to all masjid Google calendars. Any persons keeping calendars need to ensure to send updates to shura for information.

- Financial and student records for the Arabic program.
  - Waiting on full details from Br Ramez this Sunday.
- Voting on the summer camp proposal.
  - Approved, but need logistics plan
- Next meeting 5/19
- Meeting adjourned 9:30