



বাংলাদেশ এসোসিয়েশন, হিউস্টন
Bangladesh Association, Houston

A Nonprofit Organization, Established in 1978, Charter #3-00084-4754-9
13415 Renn Road, Houston, TX 77083

<http://www.bangladesh-association.com>

June 28, 2015
June 11, 2015

**Board of Directors
(2011-2012)**

2015-2016
Shah Haleem
Chairperson
(281) 748-9880

Khaled Khan
Vice Chairperson
(281) 748-4592

Nahida Naser
Secretary General
(281) 467-8777

Azmal A. Khan
Director of
Finance and Budget
832-235-4181

S. M. Haleem (Mitu)
Director of
Organizational Affairs
(832) 866-6949

Syeda Kusum Kali
Director of
Cultural Affairs
(713) 584-5034

Maleque Choudhury
Director of
Sports & Games
(832) 878-6877

Dear Member,

This is a distinct privilege for me to invite you all to attend the annual membership meeting of the Bangladesh Association, which is required by the constitution of this association (Article VI, section 1). In pursuant of Article VI, Section 1 of the Constitution of Bangladesh Association you are hereby notified of the Annual Meeting of the memberships to be held as follows:

Place: Bangladesh-American Center located at 13415 Renn Road, Houston, TX 77083
Time: Sunday, June 28th, 2015 at 12pm and meeting will end at 1:30 pm.

Agenda:

- a) The meeting is called to order by BAH Chairperson
- b) The Secretary General presents the state of the affairs of BAH - the present, the future
- c) The financial status -- presented by the Director of Finance and Budget
- d) BAC status--- presented by Center Director, BAC or Designee
- e) Propose to amend the specific bylaws - Amend Article V of the Constitution to increase the number of directors from SEVEN to THIRTEEN and add their job responsibilities
- f) Proposed Amendment Number 2 -Article III, section 2 would be amended
- g) Proposed Amendment Number 3 -Article 7, section 7 would be amended
- h) Miscellaneous
- i) Question and answer session
- j) Meeting adjourned

Robert's rules will be followed in all aspects of conducting this meeting.

Proposed Amendments to Constitution of Bangladesh Association

Proposed amendment Number 1:

Amend Article V of the Constitution to increase the number of directors from SEVEN to THIRTEEN and add their job responsibilities.

Current Constitution states,

Article V: Management of the Association: Section 1. Board of Directors: The activities of the Association shall be managed by a Board of Directors Consisting of Seven elected members each with a designated responsibility defined as follows:

- (a) Chairman who shall preside over all meetings of the members and of the Board and who shall have overall responsibility for the activities of the Association.
- (b) Vice Chairman who shall exercise all authority and perform all duties granted to the chairman, when the chairman is absent or unable to perform his duties.
- (c) Secretary General who shall keep a record of all proceedings of the Board of Directors' meetings and also of all membership meetings, and also shall mail all notices required by these by-laws, maintain appropriate records of membership of the Association, and who shall exercise such

Shah Haleem 6/28/2015
Khaled Khan 6/28/15
Nahida Naser 6/28/15
Najim Masud 6/28/15
SM Haleem 6/28/15
Ashique Khan 6/28/15



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power as are provided by these by-laws and by the Board of Directors.

(d) Director of Finance and Budget, who shall keep a record of all financial transactions of the Association, depositing such funds in a bank designated by the Board of directors, sign all checks along with chairman or secretary general of the Association, prepare a financial report of the Association for presentations at the annual meeting and shall provide for auditing of the account books of the association at least once a year prior to each annual meeting.

(e) Director of organizational Affairs, who shall promote the goals of the Association to the outside world, conduct membership drives, organize and supervise all ad hoc committees as approved by the Board of Directors.

(f) Director of Cultural Affairs who shall organize and supervise cultural and social activities of the Association, coordinate various programs of the Association, and head literary and magazine committee.

(g) Director of Sports Affairs, who shall organize and supervise sports activities of the Association, coordinate sports programs of the Association, and head sports related committee

(g) Director at Large who shall be a representative of one of the member organizations in the Board of Directors selected by the chairman of the Association and the position shall be renewable every fiscal year of the Association and shall be assigned with special projects of the Association by the Board of Directors.

(h) Each member of the Board of Directors shall have the right to appoint representatives to act as a Joint Secretary on their behalf. Joint Secretaries will be endowed with the same authority granted to the specific elected member appointed by the BOD.

The Constitution will read after/if the proposed amendment passes:

Article V: Management of the Association: Section 1. Board of Directors: The activities of the Association shall be managed by a Board of Directors Consisting of Thirteen elected members each with a designated responsibility defined as follows:

(a) Chairman who shall preside over all meetings of the members and of the Board and who shall have overall responsibility for the activities of the Association.

(b) Vice Chairman who shall exercise all authority and perform all duties granted to the chairman, when the chairman is absent or unable to perform his duties.

(c) Secretary General who shall keep a record of all proceedings of the Board of Directors' meetings and also of all membership meetings, and also shall mail all notices required by these by-laws, maintain appropriate records of membership of the Association, and who shall exercise such power as are provided by these by-laws and by the Board of Directors.

(d) Director of Finance and Budget who shall keep a record of all financial transactions of the Association, deposit such funds in a bank designated by the Board of directors, sign all checks along with chairman or secretary general of the Association, prepare a financial report of the Association for presentations at the annual meeting and shall provide for auditing of the account

N-IV



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(f) Director of Cultural Affairs who shall organize and supervise cultural and social activities of the Association, coordinate various programs of the Association, and head literary and magazine committee.

(g) Director of Sports Affairs, who shall organize and supervise sports activities of the Association, coordinate sports programs of the Association, and head sports related committee

(h) Director of Social Welfare & Outreach Affairs, who shall be responsible for planning, directing, or coordinating the all local and international outreach activities.

(i) Director of Web and Technologies who shall be responsible for developing and updating of Bangladesh-Association's website, social media and related technologies.

(j) Director of Literacy and Publications who shall be responsible for advancing the education for Adults and Children's local or national, preparations of press releases, magazine and publications.

(k) Director of Fundraising who shall be responsible for exploring new fundraising opportunities from various sources including local and national

(l) Director of Youth Development who shall be responsible for initiating programs to engage and empower youth.

(m) Director of Local and International Government Affairs who shall be responsible for keeping the organization updated with local and national regularity affairs.

(n) Director at Large who shall be a representative of one of the member organizations in the Board of Directors selected by the chairman of the Association and the position shall be renewable every fiscal year of the Association and shall be assigned with special projects of the Association by the Board of Directors. Director at large will have no voting rights in the Board of Directors.

(o) Each member of the Board of Directors shall have the right to appoint representatives to act as a Joint Secretary on their behalf. Joint Secretaries will be endowed with the same responsibility and authority, except for voting privilege in the BoD, granted to the directors elected in the BOD.

Proposed Amendment Number 2

Article III, section 2 would be amended as follows:

Section 2(f) would be re-lettered as section 2(g).

New section 2(f) would be added to read as follows:

Many Minds, Many Hands, One Goal, The Bangladesh-American Center



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“(f) Board of Trustee members, who shall be the five (5) donors who as individuals (and not part of any donor consortium) either personally, anonymously or through intermediaries have contributed the most amount of money and other property on a cumulative basis from the inception of Bangladesh Association to the date of adoption of this section 2(f). The Director of Finance and Budget on the Bangladesh Association Board of Directors shall review the financial records to compile the initial qualifying Board of Trustee members and advise the Bangladesh Association Board of Directors of such eligibility within thirty (30) days of the adoption of this section 2(f). The Bangladesh Association Board of Directors shall verify such eligibility and announce the initial Board of Trustee members to the Bangladesh Association. The initial Board of Trustee members shall serve for a term of three (3) years from the date of their announcement. Prior to the end of such initial term and thereafter prior to the end of subsequent terms, the Director of Finance and Budget shall compile the next group of qualifying Board of Trustee members, who likewise shall be the five (5) donors who as individuals (and not part of any donor consortium) either personally, anonymously or through intermediaries have contribute the most amount of money and other property on a cumulative basis from the inception of Bangladesh Association to the date of the determination of the succeeding Board of Trustee members. The Director of Finance and Budget then shall advise the Bangladesh Association Board of Directors of such eligibility. The Bangladesh Association Board of Directors shall verify each subsequent eligibility and announce the succeeding Board of Trustee members to the Bangladesh Association. Each succeeding group of Board of Trustee members shall serve for a term of three (3) years.”

Proposed Amendment Number 3

Article 7, section 7 would be amended as follows:

The following would be added as a new paragraph at the end of section 7:

“The BAC Committee (formerly known as the BAC Executive Board prior to a resolution that was adopted on August 25, 2011 by the Bangladesh Association Board of Directors formally changing the name) shall advise and consult with the Board of Trustee members periodically regarding matters deemed significant by the Board of Trustee members. The Board of Trustee members shall advise the BAC Committee and the Board of Directors of the Bangladesh Association in writing of those matters on which the Board of Trustee members desire to be advised and consulted. In the event the BAC Committee is ever dissolved, the Board of Trustee members will perform the role of the BAC Committee until a new BAC Committee is formed. In no case shall the BAC Committee ever take action on the following without the advice and consent of the Board of Trustee members:

- N.N
- (a) the encumbrance, sale, exchange or other disposition of any asset of the Association or the BAC having a fair market value in excess of \$1,000.00;
 - (b) the dismissal or taking of other disciplinary action against any member of the Board of Directors, including the Chairman, for any reason or no reason at all;
 - (c) approval of the annual budget for BAC; and
 - (d) the awarding of any contract for the performance of services or the acquisition of property in an



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amount in excess of \$10,000.

Consent of the Board of Trustees members for all items except as provided below shall be determined by majority vote in which each Board of Trustee member has one (1) vote (the "Majority Vote"). Consent of the Board of Trustee members for items (e), (f), (g) and (h) below shall require both a Majority Vote and a majority vote in which each Board of Trustee member is entitled to vote the number of votes corresponding to that member's percentage of cumulative gifts of cash and other property to all Board of Trustee members' cumulative gifts of cash and other property (the "Super Vote") where the total number of votes cast by all such members is one hundred (100):

(e) the encumbrance, sale, exchange or other disposition of any asset of the Association or the BAC having a fair market value in excess of \$5,000.00;

(f) the dismissal or taking of other disciplinary action against any member of the Board of Directors, including the Chairman, for any reason or no reason at all;

(g) approval of the annual budget for BAC; and

(h) the awarding of any contract for the performance of services or the acquisition of property in an amount in excess of \$25,000.

The Director of Finance and Budget on the Bangladesh Association Board of Directors shall compile the number of votes for each Board of Trustee member for purposes of a Super Vote.

Naming rights for certain BAC facilities that have been granted by resolution of the Board of Directors of Bangladesh Association based on contributions of members shall be recognized and implemented when such BAC facilities are constructed."

According to Article XIV, Section 1, These bylaws may be amended by members at any annual meeting of the members, or if a notice of a proposal to amend these by-laws and the respect in which proposal to be amended is given in a call of a special meeting the members at such meeting. Please note that according to Article XIV, Section 3, the amendments must be approved by $\frac{3}{4}$ or greater vote of the members, present as a quorum. Therefore your presence is necessary to amend the constitution.

Sincerely,
Nahida Naser
Secretary General
Bangladesh Association

CC: Shah Haleem
Chairperson

CC: Bangladesh Association Board of Directors

Nahida Naser Presents...

Dear Members: On behalf of Board of Directors, the leadership team and the entire BAH volunteer here are the 2014 annual achievement for our organization. BAH is deeply thankful to all the members, volunteers, donors and patrons for their continuous support. We were able to achieve all these because of them.

2014 Morning Walk and Kids Soccer program at Bangladesh-American Center
2014 Ekushe Feb and International Mother Language Day @ BAC celebrations with 11 International cultural organizations
2014 Mega cultural concert by Sabina Yasmin and Andrew Kishore at Stafford Civic Center
2014 Hosted 3 Affordable Care workshops at Bangladesh-American Center
2014 Ambassador of the United States to Bangladesh H.E Dan Mozeena visited Bangladesh-American Center and attended dinner at the Petroleum Club hosted by BAH, sponsored by Qasim Sharif of Stratum Energy
2014 BAH appointed Mr. Azmal Khan as FOBAC Chair
2014 Hosted Basketball Summer Classics at the Kipp Academy to promote youth and sports
2014 BAH joined the international organizations leaderships team to coordinate Houston Iftar by Mayor Parker for 2000 Houstonian at the Bayou Event Center
2014 Hosted a live concert show by Konok Chapa and S I Tutul at Sur Auditorium
2014 Worked with Mr. Nafaeul Arraf to help college students with (C. A.P. S) College Application Process Solutions at BAC
2014 BAH Tennis Doubles Tournament at UH
2014 Volunteer Appreciation Day @ BAC
2014 Bangla Pathshala Team enrolled over 30 students for Bangla, music and interfaith
2014 BAC Clinic team treated over 50 patients
2014 BAH Chair Shah Haleem was reappointed to serve on Mayor Annise Parker's MITDC Board until Dec 2015
2014 Boishaki concert volunteer appreciation day at Maharajah.
2014 BAH Bridge Tournament at Bangladesh-American Center
2014 BAC meeting to draw a BAC road map for its completion
2014 Bangladesh Embassy Mobile Consular Services @ BAC serviced over 200 members
2014 BAH Graduation -Class of 2014 reception at Maharajah
2014 Zee memorial Fund helped 5 families donated over \$5100 to the needy community members via Zee Memorial Fund
2014 BAC Phase 2 construction has been completed
2014 BAC plumbing and outside RCP drainage pipe was installed between the BAC and the church
2014 BAH hosted Ramadan Iftar party for the Muslim community @ BAC
2014 Eid-UI Fitr Namaz was hosted at BAC by the Eid Namaz Committee over 1500 attended
2014 BAH BoD attended FOBANA along with BAH Cultural team in Los Angeles, CA

Nahida Naser

28th June 2015

Shah Haleem

2014 BAH announced to host second Multi-Cultural Gala on Jan 23, 2015 at Marriott Sugar Land
2014 BAH Fall picnic at Bush Park
2014 Eid Ul Adha Namaz at BAC organized by Eid Namaz Committee over 1500 attended
2014 Karl Watson second floor design to add additional 3000 sf to add Library, BAC Clinic and Contemplation Rooms, 2nd stairs to be added on the right side on the building
2014 BAH joined Houston Food Banks and ABC 13 for holiday food drive to help the needy
2014 Shah Haleem & Khaled Z Khan on ABC 13 with host Don Neslon promoting Bangladesh and helping Houston Food Bank
2014 Bijoy Dibosh Celebration took place at Maharajah
2014 Attended many international events, forum, leadership receptions to promote BAH and Bangladesh
2014 Bangla Patshala team successfully teaching Bangla, Music, Dance and interfaith
2014 37 different events or activities & initiatives for BAH for the year of 2014
2014 7 BoDs were reelected for 2015-2016 terms to serve BAH
2015- Hosted Second Annual Gala to raise 450k. We thank Gala Chair Mr. Qasim Sharif and donors
2015-International Mother Language Day celebrated with 15 plus organization at BAC
2015- Zee memorial funds helped many families in Houston
2015-BAH Board under the leadership of Dr. Rafiq Khan and BP team celebrated first Bangla Patshshala day
2015-BAH Hosted VISA Consulate service to serve over 400 members
2015- BAH interfaith Ramadan dinner scheduled for July 5th at Maharajah hall
2015- BAH is part of the organizing team to host Mayor Iftar along with other international organizations

Sign-Up Sheet

For: Annual Meeting

Date: 6/28/15

Date	Name
6/28/15	AFZAL AHMED <i>[Signature]</i>
6/28/15	Arin Roy <i>[Signature]</i>
6/28/15	SADDAM AHMED <i>[Signature]</i>
6/28/15	Bilal R. Alabd
6/28/15	SHEIKH M. AHAD
6/28/15	MD. MONIRUZZAMAN
6/28/15	MD. K. CHOWDHURY
6/28/15	Mohammad Masoom
6/28/15	MARUF RAHMAN
6/28/15	Khaled Zulfiquar Khan
6/28/2015	Shah M Haleem
6/28/2015	AZADUL HAQ
6/28/2015	Ratna Roy
6/28/2015	Mahmuda Chowdhury (PUNNO)
6/28/2015	Aryan Shah - not a member
6/28/2015	Rayan Khan
6/28/2015	RAFIQUZ KHAN
6/28/2015	Mohammed Amirul Islam
6/28/2015	Shah Haleem
6/28/2015	Ahmed Ashiqul Talukder
6/28/2015	SM Haleem (Mitu)
6/28/2015	NAZIN MASUD
6/28/2015	AZMAL A. KHAN
6/28/2015	Nahida Naser Yamin

Shah Haleem
Nahida Naser

Sign-Up Sheet

For: *Annual Meeting*

Date: *06-28-2015*

Date	Name
06-28-15	MOHAMMAD KHAN
06-28-15	MAGGIE HALEEM
06-28-15	NAZMA Khan
06.28.15	Jennifer Jullul - not member
6/28/2015	Mr & Mrs. Islam
6/28/2015	Joshua Haleem - not member
6/28/2015	Zarek Haleem
6/28/15	NAFSU CHOWDHURY
06-28-15	HASSAN AZAD
6/28/15	SYED SANJID
6/28/16	MOHAMMED HASSAN
6/28/15	JAHANGIR ALAM
6/28/15	MONJUR MONJUR RAHMAN
6/28/15	JESSEM JIN

*Shah Hakeem
 Nafisa Nasser
 Nazim Muneel
 [Signature]*