



MYCC-RDU

Muslim Youth and Community Center, RDU

The Winners Masjid

مسجد الفائزين

MYCC Committees Orientation



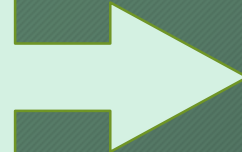
Prepared and delivered by
Hamdy Radwan
BOT Member

Location



- Temporary Location:
3209 Gresham Lake Rd #131, Raleigh, NC 27615

**Permanent Location
Soon insha Allah**



Vision



**To move people to strive for God consciousness,
liberty and justice and to convey Islam with
utmost clarity**

Mission



The mission of MYCC is to assist in general Muslims in America, specifically Muslims living in the Wake County, North Carolina and vicinities, to preserve their religious heritage and customs and to create a sense of community amongst the followers of Islam. MYCC members shall contribute peacefully and democratically to the diversity and pluralism of the American society

Mission



**To strengthen the connection between Muslim Youth
and the community at large in a welcoming
environment through education, interaction and
outreach**

Working Together



وتعاونوا على البر والتقوى ولا تعاونوا على الإثم والعدوان

And cooperate in righteousness and piety, but do not cooperate in sin and aggression. And fear Allah ; indeed, Allah is severe in penalty.

”Al-Ma’idah: 02”

Standing Committees



- **Development Committee**
(Nabil Abdelrahman)
- **Facilities & Security Committee**
(Salim Khan)
- **Programs Committee**
(Ayaz Ahmed)
- **Fund Raising Committee**
(Open)
- **Finance Committee**
(Khaled Balouch)
- **Membership & Information Committee**
(Open)

- **Women's Committee**
(Sabina Balouch)
- **Inter Faith and Outreach Committee**
(Salman Aqueel)
- **Social Service Committee**
(Montassar Zarouk)
- **Youth Committee**
(Ousman Jallow)
- **Education Committee**
(Hatem Tageldin)

A Standing Committee Shall:



1. Be chaired by Executive Council
2. Prepare a schedule of events and meet regularly
3. Submit quarterly reports
4. Submit a yearly budget
5. Keep minutes of its meetings

Committee: Chair and Members



- Develop a plan to carry out the responsibilities, goals and objectives of the committee
- Take the overall goals decided by the board and develop specific and measurable objectives.
- Recommend new goals and objectives to the board

Committee: Role of the Chairman



- Consultation/Shura with other committee members
- Energize committee members
- Distribute the projects among members
- Follow up
- Market committee activities
- Recruit more people to your committee.

- Role of sisters/youth
- Be accessible
- Look for other Masjids/Organizations ideas
- Setup monthly/biweekly meeting. Take minutes
- Make sure you have vice chair of the committee
- Coordination with other committees.

Individual Committee Member



- Be familiar with the vision, mission and values of MYCC
- Attend meetings regularly
- Help carry out the functions of the committee
- Promote the programs of the committee
- Contribute to the solution of the problems that confront the committee
- Generate and encourage interest in other community members to serve and help

General Islamic Etiquettes



- Help other committee succeed
- Do not be upset if your opinion is not considered
- Do not talk about who voted for what outside the committee
- Do not try to prove that your point was correct and people was wrong not to consider it
- Be open to criticism
- Close the door of Shitan to set problems among your committee
- Always thank people who helped you.
- Smile. Smile Smile even if things goes wrong



What is good Committee Procedure



- **General consensus should be sought but not required.**
- **Unresolved issues should be brought to the BOT for their ideas**
- **Committee to review its work from time to time**

What is good Committee Procedure



- Meetings should be open and closed at predetermined times as often as possible.
- Important actions and policies are recommended to the Executive Council for approval
- Whenever possible and appropriate, committees should seek community input prior to making final recommendations.

What is good Committee Procedure



- **Committee chair or representative should be regularly publish his/her name and contact so that any community member wishing to make comments or ask questions of the committee has an easy way to do that.**

What are the responsibilities of a committee chair?



- Assigns work to committee members,
- Sets the agenda and runs the meetings (efficient meeting)
- Sets the tone for the committee work, guides the process using good group discussion
- Oversees logistics of committee's operation
- Reports to the Executive Council Chairman
- Initiates and leads the committee's annual evaluation

Example of Goals and objectives:



Youth Committee:

- **Goal: Attract youth to participate in the development of the community through programs geared towards their needs.**
- **Objectives:**
 - Number of youth involved, number of programs, etc..)
 - How you measure development of the community

Example of Goals and objectives:



Interfaith & Outreach Committee

- **Goal: Build strong relation with other faith community**
- **Objectives:**
 - Monthly open house (number of attendees, types of questions and comments etc..)
 - Visit other place of worship

Example of Goals and objectives:



Education Committee

- **Goal: Educate Muslim Community about Quran and Sunnah**
- **Objectives:**
 - Regular Tafseer Class every (week, month etc..)
 - Regular Hadeeth explanation every (wk, ms, etc..)
 - Quran Memorization
 - Hadeeth Contest.

Example of Meeting Minutes



Minutes of 00/00/0000

Time:

Location:

Present:

Agenda Items:

Discussion:

Action Items:

Next Meeting date, time and location.

Committee Report

Example of the Committee Report



MYCC
Muslim Youth & Community Center

COMMITTEE REPORT

COMMITTEE NAME: _____

CHAIRPERSON: _____

REPORTING PERIOD: (Report must be submitted by the deadline)

PLEASE LIST MAJOR ACTIVITIES SINCE LAST REPORT:

ANTICIPATED ACTION IN THE INTERIM:

ADDITIONAL COMMENTS AND/OR SUGGESTIONS:

Chairperson's Signature

Date Report Submitted

Example of Budget:



Education Committee Budget				
			Expenses	Fees & Donations
Weekly Iftar supplies	twice a yer	\$150.00	\$300.00	\$100.00
Invited speaker	twice a yer			
Ticket	\$500.00	\$1,500.00	\$3,000.00	
Accomodation	\$200.00			
Activity	\$300.00			
honorarium	\$500.00			
Hadeeth Contest	Once a year	\$2,000.00	\$2,000.00	\$2,500.00
Quran Contest	Once a year	\$3,000.00	\$3,000.00	\$2,500.00
		Total	\$8,300.00	\$5,100.00
		Balance	\$3,200.00	

Request of Fund:



- e-mail office manager
- Yousef Hegab
 - Phone Number (989) 854-4258
 - email: youssefhegab14@gmail.com

Questions

سبجائك اللهم وبعدهك
نشهد أن لا إله إلا أنت
نستغفرك وتوب إليك



جزاكم الله خيراً
Jazakum Allahu Khair

