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**CONSTITUTION OF THE ISLAMIC CENTER OF BATON ROUGE**

**ADOPTED ON JULY 3, 1998**

**ON JUNE 6, 1996 WORK WAS BEGUN, ON DRAFTING A NEW CONSTITUTION, BY THE AD HOC CONSTITUTION COMMITTEE OF THE ISLAMIC CENTER OF BATON ROUGE. THE AMEER, THE EXECUTIVE COMMITTEE, AND THE MEMBERS OF THE AD HOC COMMITTEE WISH TO THANK ALL OF THE MEMBERS OF THE BATON ROUGE ISLAMIC COMMUNITY FOR THEIR ADVICE, HARD WORK, SUPPORT, AND PARTICIPATION IN DEVELOPING THIS HUMBLE DOCUMENT.**

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# ISLAMIC CENTER CONSTITUTION

## ARTICLE I-PREAMBLE

We, the Muslims of Baton Rouge have agreed to and have adopted the present constitution and do hereby establish an organization to be known as Islamic Center of Baton Rouge, hereinafter called the Association.

The association intends to work towards establishing and maintaining certain fundamental principles, including but not limited to:

1. Establishing a Muslim society whose foundations are based on worshipping Allah and abiding by the injunctions of the shari'ah; *according to the understanding of the righteous companions.*
2. To work actively towards the propagation of the faith and the spreading of the message of Islam throughout our respective communities;
3. Establishing Muslims families whose members are committed to Islam;
4. Strengthening the faith in the hearts of the Muslims;
5. Displaying the model Islamic morality in everyday social and business activities;
6. Promoting cooperation among Muslims, and striving towards achieving the unity of the Ummah;

As we seek a better life, for ourselves and our children, through a real and proactive pursuit of quality education, full implementation of political rights and freedoms, social improvement and empowerment, and economic independence, we shall and must not neglect our acts of worship.

Therefore, as the community grows and begins deliberations on the creation of other Islamic institutional programs the focus should remain on the needs of people, and most importantly the role of the Mosque/Center.

When Muslims hold firmly to their religion in the prescribed manner, their position will become stronger and Allah will grant them success both in this world and in the Hereafter.

## ARTICLE II

### Aims and Purposes

#### SECTION 2.1

The aim and purpose of the Association is to serve the best interest of Islam and of the Muslims of Baton Rouge. Towards this end, the Association shall:

1. Establish a Muslim society whose foundations are based on worshipping Allah and abiding by the injunctions of the shari'ah;
2. Propagate the faith and spread the message of Islam throughout our respective communities;
3. Promote unity amongst the Muslims;
4. Conduct social, cultural, religious and other activities according to Islamic traditions;
5. Promote constructive dialogue between Muslims and non-Muslims;
6. Honestly, forthrightly, and with vigor pursue for all men, women, and children quality education, political rights and liberties, social improvement, economic independence, and promotion of the general welfare of the Muslim community;
7. To enjoin good and condemn evil.

#### SECTION 2.2

The Association is a non-profit organization, composed of a general body, a board of directors, and other committees. The Association shall maintain office(s) on the premises of any and all of the Mosques/Islamic Centers for which it is responsible.

## ARTICLE III

### Affiliation

#### SECTION 3.1

The Association shall be affiliated with those Muslim Associations which the general body seeks association with and which is agreed upon by the general body.

## SECTION 3.2

Real estate purchased, or donated to the Association shall be entrusted with the North American Islamic Trust.

## SECTION 3.3

The Association may not undertake any activity that violates Islamic standards, this constitution, or it's by-laws.

## ARTICLE IV

### Membership

#### SECTION 4.1

- A. The membership of the Association shall consist of "Regular members", "Associate members", "Honorary members", and "Life members".
- (1) A regular member shall be any Muslim, at least 18 years of age, living in the parish of East or West Baton Rouge who has filled out a membership form, and paid the annually required dues (Fifteen dollars-\$15.00 for a student, Twenty-five dollars-\$25.00 for an individual, or Forty dollars-\$40.00 for a family). A regular member, to be eligible to vote in any election, shall have been a member for a minimum of three months prior to any such election and shall have paid the required dues a minimum of one month prior to the actual election, the only exception to this requirement shall be with respect to first time students as provided for in Section 12.6 of Article XII of the Constitution. Members of other Mosques\Islamic centers located in the greater Baton Rouge area must meet the requirements contained in this Section to be eligible to vote. Also, there shall be reciprocal provisions for members of the Baton Rouge Islamic Center to become members of other Mosques\Islamic centers and vote in said other Mosque\Islamic centers elections. If other Mosque\Islamic centers will not or cannot allow for such reciprocal voting privileges, then their members can only become associate members of the Baton Rouge Islamic Center, and therefore cannot vote.
  - (2) Any person who wishes to be an associate member can become such a member by making application to the board of directors and by paying the applicable fee (Fifteen dollars -\$15.00 per individual). An associate member shall not have the right to vote.
  - (3) An honorary member shall be any person who has provided significant and noteworthy service to the Islamic community of Baton Rouge, and is designated as such by a majority vote of the board of directors and agreed to by a vote of acclamation by the general body. An honorary member shall not have the right to vote.

(4) A life member shall be any Muslim who has provided significant and noteworthy service to the Islamic community of Baton Rouge, is designated as such by a majority vote of the board of directors and has made a lump sum donation of five thousand dollars (\$5,000.00) or more to the Islamic Center of Baton Rouge or the Brighter Horizon School of Baton Rouge. The domicile requirement for membership shall be waived and such a member shall have the right to vote.

B. All members shall agree to uphold the constitution and the generally accepted practices of the Association.

## ARTICLE V

### Board of Directors

#### SECTION 5.1

The board of directors shall be nine in number elected by the general body to staggered terms of two years. The officers elected yearly, by majority vote of the board, shall be a Chairperson, Vice-Chairperson who shall also be the recording secretary for the board, and a Financial Secretary. The newly elected board of directors shall meet, on the first Friday following it's election by the general body, to select the officers. Said meeting of the newly elected board of directors shall be held after Isha prayer, and the meeting shall be an open and public forum. Members of the general body shall be encouraged to attend, but shall be forbidden from asking questions or giving comments on the selection of the Chairperson and other officers selected by the board of directors. Nominations for such officers by the board of directors shall be by secret ballot. A final vote shall occur on an office, and in the order indicated herein, before nominations are opened for the next office. The three highest receivers of votes shall be placed in nomination for such office. Each nominee shall be given five minutes to discuss his or her views facing the community in the coming year. The nomination and final vote shall occur in the following order Vice-Chairperson, Financial Secretary, and lastly Chairperson. Votes by the board of directors for final selection of such officers shall be open and by voice. Any board member, during the final selection process of officers, who does not wish to vote openly and by voice shall abstain from voting. No secret ballots, other than for purposes of nominations, shall be cast in the selection of officers by members of the board of directors.

#### SECTION 5.2

The Board of Directors by majority vote shall select an executive director. The executive director may be selected from the elected members of the board or from the regular membership of the general body. If the person selected by the board to be executive director is a current member of the board, that person shall resign as a board member. The person, though unelected, who received the next highest number of votes during the general body election of the board of directors shall fill

the unexpired term of said former board member. If that person declines such appointment, a new election to fill the unexpired term of the resigning board member shall be called by the board within thirty days of such resignation to fill the vacancy. Any other vacancy on the board shall be filled by an election called by the board within thirty days of such vacancy, such election shall be to fill only the unexpired term of the former board member.

### **SECTION 5.3**

The Board of Directors shall make sure that the common activities are directed for the benefit of the community.

### **SECTION 5.4**

Except for the initial election to be held in 1999, the term of the members of the Board of Directors shall be for staggered terms of two calendar years. In the initial election held in 1999, the four members of the board receiving the highest number of total votes shall be elected for two years, and the remainder of the board (five members) shall be elected for one year. Thereafter, all elections for board members, except for elections to fill an unexpired term, shall be for staggered terms of two calendar years. Therefore, after the election in 1999, in even numbered years the general body shall elect five board members, and in odd numbered years the general body shall elect four board members.

### **SECTION 5.5**

The Chairman shall have overall responsibility for:

- a. The general supervision of management functions and activities of the Association.
- b. Directing and co-ordination of all the activities so as to achieve the purpose of the Association.
- c. Calling and presiding over meetings of the board of directors, meetings to be held for receiving input from the various chairpersons of associate and ad hoc committees, and meetings of the general body.
- d. Controlling funds and expenses of the Association as provided for in the Constitution.
- e. Being the spokesperson, representative, and correspondent for the Association in external activities.
- f. Responsible for the actions or inactions of the executive director.

## **SECTION 5.6**

The Vice-Chairman shall be responsible for:

- a. Carrying out the management responsibilities as provided in the Constitution.
- b. Assisting the Chairperson in accomplishing the purpose of the Association.
- c. Temporarily assuming the functions of the Chairperson when requested as such by him, or if the Chairperson is incapacitated. In the latter case, the Vice-Chairperson shall assume the Chairmanship for the remaining period of the term, if there is less than three months remaining in the term. If more than three months remain in the term, the board shall call an election to fill the unexpired term of the Chairperson, and the board of directors shall select a new Chairperson as provided for in the Constitution.
- d. Recording the minutes of all board and general body meetings. A written record of all meetings shall be kept on file for review and perusal by regular members of the Association.

## **SECTION 5.7**

The Executive Director shall have overall responsibility for the following:

- a. Specific management of the daily activities of the Association.
- b. Forming various Ad Hoc committees with the approval of the board of directors.
- c. Presenting quarterly reports on the state of the Association to the general body .
- d. Establishing an efficient link between the Association and other national Muslim associations which have been approved by the general body.
- e. Institute and edit a monthly newsletter to be sent to every regular member of the community that has paid their dues.

## **SECTION 5.8**

The Finance Secretary shall have overall responsibility for:

- a. Maintaining the record of all the financial transactions of the Association. He shall be responsible for systematic up-keep of books and writing disbursements, receipts, banking reconciliations and showing of increase or decrease of funds in statements to be made public.
- b. Collecting and depositing all the funds received on behalf of the Association.

- c. **Countersigning all withdrawal checks on behalf of the Association in accordance with the provisions of the Constitution.**
- d. **Presenting before the board of directors and the general body a quarterly report on the status of the Association financial affairs, including in it anonymous donations and total donations received by the Association. The report shall included a detailed and specific report on all accounts for which the board is responsible, and all expenditures and transfers of funds made during that quarter.**
- e. **Collection of membership dues. It shall be the duty of the finance secretary and the vice chairperson to compile and maintain, on a yearly basis, an accurate membership list for the Association.**
- f. **To verify the residency and time provisions of membership clause. In case of a dispute the application shall be forwarded to the board of directors for their decision.**

## **SECTION 5.9**

**The female regular members, of the Islamic Center of Baton Rouge, shall elect a sister from among their ranks to coordinate with the board of directors to achieve the following goals relative to:**

- a. **Acting as a liaison between the board of directors and the female members of the Association.**
- b. **Looking after the specific needs of the female members and children relative to activities, functions, and accommodations at the Mosque/Center.**
- c. **Preparations and specific needs of the female members and children during Ramadan.**
- d. **Planning, preparation, design, and development of any new Islamic centers, with respect to areas which the female members or children shall have use of, including but not limited to restroom, wudu, child care, kitchen, meeting room, etc.**

## **SECTION 5.10**

**Those decisions on matters which need to be made, but due to time constraints which does not allow it to be presented in the normal, customary, and formal manner to the board of directors shall only be made by the Chairperson, or the member acting in his capacity, after an informal consultation (shura) and approval by a majority of the members of the board of directors. Such informal consultation and approval can be done either in person, wherever possible, or through the use of the telephonic or computer communications. Such decision shall be noted in the records of the board of directors and kept on file. However, if the decision is to be made at a scheduled meeting of the board of directors, members not attending the meeting need not be consulted on the issue.**



## SECTION 5.11

The board of directors may invite past executive committee member(s) and/or other member(s) to a board of directors meeting in order to gain knowledge and insight relative to the history of the past decisions and/or to seek their views on the items on the agenda of the meeting.

## SECTION 5.12

The Board of Directors may revoke any decision of the executive director or any committee of the Association by: (1) a simple majority vote of the board; or (2) if at least ten percent of the regular members of the Association make such a demand, in the form of a petition, to the board of directors. Such demand by members of the Association shall be in writing and signed. The board shall vote on the issue of revoking such decision by the executive director or an Association committee at its next regularly scheduled meeting. The decision of the board shall be noted in the records of the board and kept on file. Upon the request of any Association member, the records of the board shall be made available for viewing or perusal. The board shall develop rules for public viewing/perusal of any board document(s) / record(s) by a member or members of the Association.

## ARTICLE VI

### Finance

#### SECTION 6.1

Any change in annual membership dues shall be determined by a majority vote of the board of directors, and notice shall be given to the general body by announcement at Jumma salat and by posting of such notice on the bulletin board of the Mosque/Center.

#### SECTION 6.2

Annual membership dues shall not be increased more than 25% (twenty-five percent) in any year without the approval of a majority of the regular members of the Association.

#### SECTION 6.3

The membership dues shall be paid no later than one month prior the election of the board of directors.

#### SECTION 6.4

The board of directors may accept any contribution in any form from any source consistent with the purposes of the Association and with the principles of Islam.

## SECTION 6.5

All funds collected for a specific cause shall be used solely for that cause. However, and only within the parameters and in conformity with the provisions of Section 6.7 of this Article of the Constitution, the board of directors may, due to an emergency or because of extraordinary circumstances, use such funds for a different cause after a majority vote of the board of directors. The vote by the board of directors shall be recorded in the records of the board of directors, and said decision and recorded vote (listing those members for and those against) shall be communicated to the general body verbally at Jummah salat and in a written notice attached to the bulletin board outside of the Mosque/Center. The written notice shall be maintained, by the board of directors, on the bulletin board for a period of not less than one month after such a decision has been made.

## SECTION 6.6

All of the Association's income, dues, and all other income including checks or cash and all donations shall be deposited in the Mosque/Islamic Center account. All checks or withdrawals from this account shall be signed by two person, either the Finance Secretary and the Chairperson, or the Finance Secretary and the Vice-Chairperson in the absence of the Chairperson.

## SECTION 6.7

### Authorization of Expenditures:

The Chairperson shall not authorize an expenditure of more than \$500.00 on a single expense without consulting with the board of directors. The board of directors shall not have the authority to expend more than \$2,500.00 (Two thousand five hundred dollars) without the prior approval and permission of the general body.

## ARTICLE VII

### Ad Hoc Committees

#### SECTION 7.1

A. The General Body of the Association during a general body meeting, and/or the board of directors at any other time may appoint an Ad Hoc Committee in order to carry out an assignment. The executive director shall appoint the members of such committee(s) subject to the approval of the board of directors as provided for in Article V, Section 5.7 of the Constitution. The tenure of these committees may vary from a fraction of an hour to more than a year, depending upon the nature of the assignment.

B. The assignment given to the Ad Hoc Committee shall be precisely defined in a memorandum from the board of directors to the Ad Hoc Committee, a copy of which shall be posted on the bulletin board of the Mosque/Center. The limit on the expenditure, if any, that may be incurred in carrying out the assignment shall be specified in the memorandum and shall be within the parameters and in conformity with the provisions of Article VI, Section 6.7 of the Constitution.

## SECTION 7.2

The Chairperson of the Ad Hoc Committee shall be elected by the Ad Hoc Committee and shall call, preside over, and adjourn the Committee meetings and plan and conduct the Committee's work. The Vice Chairperson of the board of directors shall be the vice-chairperson of all ad hoc committees, and shall preside over meetings in which the Chairperson is not in attendance.

## SECTION 7.3

No person shall be a Chairperson of more than one Ad Hoc Committees, at the same time, during the same year.

## ARTICLE VIII

### Association Committees

#### SECTION 8.1

The Associate Committees shall be approved by the board of directors.

#### SECTION 8.2

The tenure of the Associate Committees shall be concurrent with that of the board of directors.

#### SECTION 8.3

A. The Mosque/Center Maintenance Committee shall be an Associate Committee consisting of the Vice-Chairperson of the board of directors, who shall be the chairperson, the executive director, two members of the board of directors who are not officers of the board, and three other Association members selected by the executive director from the community at large .

B. The maintenance committee shall:

1. Be in-charge of the overall maintenance and proper care of Mosque/Islamic Center;
2. Be in-charge of Mosque/Islamic Center property and facilities;
3. Develop administrative rules to regulate the activities that take place in the Mosque/Islamic Center;
4. Accomplish the regulation in (B)(3) of this Article through the use of special application form(s) for the facilities.

- C. No activity shall be scheduled for the Mosque\Center without permission of the executive director, the maintenance committee, or the maintenance committee's chairperson.
- D. The maintenance committee shall co-ordinate and initiate a general clean-up of the facilities by the community at large at least once in each month;

#### SECTION 8.4

A. The Co-operative Fund Committee shall be an Associate Committee consisting of the executive director, the finance secretary, who shall be the chairperson , two members of the board of directors who are not officers of the board, and three other association members selected by the executive director from the community at large

B. The Co-op Fund Committee shall:

1. Develop and implement a plan of operation which will insure that the Co-operative is run within standard business practices, and in conformity with regulations and administrative rules adopted by the committee;
2. Concentrate on making the co-operative a viable economic institution for the community, and shall not be the private entrepreneurial endeavor of any individual or a group of individuals such as a partnership or corporation which is run, operated, or administered as a for-profit endeavor.
3. Shall have sole authority over purchases made for resale.
4. Shall have the authority to hire and fire persons to work in the Co-op, and to approve volunteer workers participating in the Co-op.

### ARTICLE IX

#### Meetings

#### SECTION 9.1

The Association shall have a general body meeting at least every three months during the calendar year, but the board of directors may call for a general body meeting more often than stipulated, or for an emergency as determined by the board. An emergency meeting of the general body shall also be called when a petition signed by ten percent (10%) of the regular members of the Association is presented to the Chairperson.

#### SECTION 9.2

An emergency meeting of the board of directors shall be called when a petition signed by ten percent (10%) of the Associations regular members is presented to the Chairperson. Such a meeting shall be held within a week after the written petition is presented to the Chairperson.

### SECTION 9.3

The board of directors shall meet at least once every month at such a time and place that is most convenient and suitable to most of the committee members.

### SECTION 9.4

The Chairperson may call board meetings in addition to the regular monthly meeting whenever he considers it necessary.

### SECTION 9.5

Oral notice (at Jummah salat) and printed notice (on the bulletin board of the Mosque/Center), given at least one week prior to the date of a general body meeting, shall be the mode by which it is made known to all members of the Association that a meeting is to take place.

### SECTION 9.6

An emergency board of directors meeting may be called at the request of at least 1/3 of the board members. Such a meeting shall be held within one week after the written request is made to the Chairperson. When an emergency meeting is held no final action can be taken if less than two-thirds of the board members are present.

### SECTION 9.7

The presence of one-half of the members of the board of directors shall constitute a quorum for any regularly scheduled board meeting.

## ARTICLE X

### Amendments

#### SECTION 10.1

A proposal calling for amending the Constitution shall be signed by ten regular members of the Association. The proposal shall be submitted to the Vice-Chairperson, who shall give notice of such proposal to the members of the general body in the manner heretofore noted in this constitution. A general body meeting, to consider the proposed amendment to the constitution, shall be called within one month of the Vice-Chairperson's receipt of the proposal.

#### SECTION 10.2

An affirmative vote by a simple majority of the regular members present and eligible to vote shall be necessary for the adoption of all amendments.

### SECTION 10.3

The quorum requirement for voting on amendments shall be 50% (fifty percent) of the total members eligible to vote.

### SECTION 10.4

If fifty percent (50%) of the members(eligible to vote) are not present in a general body meeting called for voting on the proposed amendment(s), another general body meeting shall be called for the same purpose within four weeks after the initial meeting, at such meeting if the requirements of Section 10.3 above are not met the proposed amendment shall fail and cannot be brought-up again for three calendar months. If the proposal is brought-up after the three month interval, a general body meeting shall be called within two weeks. The quorum requirement of Section 10.3 above shall be reduced to forty percent (40%), but if the quorum requirement is again not met the proposal cannot be brought-up again during the calendar year in which it was first introduced.

## ARTICLE XI

### Judiciary Procedures

#### SECTION 11.1

Substantiated allegations, concerning the Islamic community or the community's business, of a violation relative to a misdemeanor, malfeasance of office, misappropriation of funds, fraud, violation of the constitution, or the cover-up of such offenses, may be brought against a member, a group of members, the board, or a member of the board by a petition signed by ten (10) regular members or 10% of the total regular membership, whichever is larger. The petition shall be handed over to the Chairperson or the Executive Director.

#### SECTION 11.2

The board of directors shall meet within two weeks of the receipt of such petition to discuss any possible corrective action to be taken relative to the allegations.

## ARTICLE XII

### Elections

#### SECTION 12.1: ELECTION COMMITTEE

- a. The Board of Directors shall nominate to the general body an Election Committee of five members from amongst the regular membership of the Association. The committee shall manage and supervise the nomination and election process as provided for in the following Sections of this Article of the Constitution.

- b. The Board of Directors shall publish the names of the members nominated for appointment to the election committee in any official publication of the Association, including the customary notice provision of posting the names on the bulletin board of the Mosque/Center and making an announcement during Jumma salat. The board, for five days immediately following such announcement, shall invite comments from the general membership relative to such nominations. Comments may be public or private observations, endorsements, or objections. The board shall review any substantiated objections to a member's participation as an election committee member, and shall decide upon a course of action to remedy the situation prior to its formal appointment and confirmation of the committee at the next Jumma salat.
- c. The election committee once appointed and confirmed by the board shall be outside of the jurisdiction of the board of directors and its chairman. Any decision made by the election committee, relative to the nomination and election process, shall be by majority vote, and such decision(s) shall not be overridden by any action of the board or its chairman.
- d. No member of the Election Committee shall seek election to any position on the Mosque/Center's board of directors, nor shall any member of the committee show or voice any preference or bias towards any nominee for the board of directors.

#### SECTION 12.2 : NOMINATIONS FOR BOARD OF DIRECTORS

- a. The Election Committee shall request nominations for the Board of Directors through any official publication of the Association, including the customary notice provision of posting such request on the bulletin board of the Mosque/Center and making an announcement during Jumma salat. Each regular member (eligible to vote) shall be given a nomination ballot upon which he or she shall place the names of the person(s) they wish to nominate. The number of nominees listed on the nomination ballot shall be governed by the number of board of directors positions available for election, as provided for in the Constitution.
- b. Upon receiving the nominations from the members of the Association, the Election Committee shall screen and check on the availability and membership of the nominees for election to the board of directors. The nominated person(s) shall immediately give their consent or shall immediately decline such nomination. The Election Committee shall then recommend to the General Body twice the number of names for board positions available for election. In 1999, since the entire membership of the board shall be up for election, there shall be nine board of directors positions to be filled, therefore the number of nominees shall be eighteen, which shall be the eighteen nominees receiving the highest number of votes during the nomination process. The nine persons receiving the highest number of votes during the election process as provided in Section 12.3 of this Article shall be named members of the board. Thereafter, as provided for in this constitution, in odd numbered years the number of nominees shall be eight, since there will be four board of directors positions available for election in odd numbered years. The four persons receiving the highest number of votes during the election process as provided in Section 12.3 of this

Article shall be named members of the board. In even numbered years there shall be ten nominees, since there shall be five board of directors positions available for election in even numbered years. The five persons receiving the highest number of votes during the election process as provided in Section 12.3 of this Article shall be named members of the board.

### SECTION 12.3 : ELECTIONS FOR THE BOARD OF DIRECTORS

- a. The election will be conducted by secret ballot. Each ballot shall contain spaces for the number of available spaces on the board of directors to be elected that year per the constitution. (Example-- nine in 1999, five in 2000, and four in 2001) A person shall vote for different individuals, or may vote for fewer number of members, but cannot vote for one member more than once on the ballot. The person's ballot shall be valid as long as the total number of names on the ballot does not exceed the number to be elected.
- b. The individuals elected to the board of directors shall have been regular members of the Association for at least one year prior to the election, and shall be a resident in the parish of East or West Baton Rouge during the tenure of office for which elected.

### SECTION 12.4 : ELECTION DATE SCHEDULE

Second Friday of December : Election Committee nominated

Third Friday of December : Election Committee appointed and confirmed

Second Friday of January : Last day for receiving nominations for board of directors.

Third Friday of January: The nominees shall be introduced to the general body and each nominee shall be granted five minutes to address the general body relative to their ideas and objectives for the Baton Rouge Islamic community. The general body thereafter shall be granted an hour during which time questions may be asked of the individual nominees.

The First Friday and Saturday following the Third Friday of January:

General Elections shall be held for two consecutive days. The hours of the day for voting shall be determined by the election committee, but the hours shall be the same time for each day.

### SECTION 12.5

The newly elected Board of Directors shall assume their duties immediately after the first Annual General Body Meeting which shall be held two weeks after the general elections. At this meeting the nine members of the board of directors shall introduce themselves to the general body, and discuss their ideas and objectives for the coming year.



## SECTION 12.6

To be eligible to nominate and vote, for members of the board, a member shall have paid his/her membership dues at least one month prior to the initial day of the election and shall have been a member of the Association as provided for in Article IV, Section 4.1 of the Constitution, which requires being a member for three months prior to the election. A first time student who pays the membership dues at least one month prior to the initial day of the election shall be allowed to vote if they are enrolled as a student at a local college or university, and the requirements of Article IV, Section 4.1, member for three months prior to election, shall be waived.

## SECTION 12.7

Current elected board members shall not campaign in favor of or against any candidate. This prohibition shall not apply to current elected board member(s) campaigning for themselves, nor shall it prohibit a currently elected board member from answering a question asked of them by a member of the community relative to any candidate for office. What is prohibited is any proactive attempt by any currently elected board member to influence votes for any candidate other than themselves. There shall be no campaigning by anyone within one hundred yards of the Mosque\Center by anyone on the two election days.

## SECTION 12.8

Election committee members and board members shall have the right to vote in all elections as members of the Association.

## ARTICLE XIII

### Miscellaneous

## SECTION 13.1

The Association shall be registered as a non-profit religious organization in the state of Louisiana. It shall be the responsibility of the board of directors to do all that is necessary in order to keep the registration active.

## SECTION 13.2

A. The quorum requirement for a general body meeting and its deliberations, except for voting on amendments to the Constitution, shall be one-quarter of the total membership (that is those eligible to vote) in the Association. It shall be the responsibility of the person presiding over the general body meeting to check the quorum requirement before beginning the meeting. At any time during the meeting if it is pointed out by a member (who is eligible to vote) that a quorum has been lost, the meeting may continue but no final action on the issue before the body can occur, and after thirty minutes the meeting shall be adjourned.

B. If the quorum requirement as specified in Section 13. 2(A) of this Article is not fulfilled in an initial meeting, another general body meeting shall be called for the same purpose within a week. At the following meeting there shall be no quorum requirement for voting on matters which were to be voted on in the previous meeting.

### SECTION 13.3

A. A Board member other than the Chairperson who has failed to attend three consecutive board meetings without being excused by the Chairman prior to the meetings, shall be asked to give his explanation for the absence in writing. If he fails to do so or if his explanation is not satisfactory to the Board, the latter shall consider his dismissal from the Board. The Board shall grant him a hearing so as to enable him to defend his explanation for absences. If he refuses to appear before the Board within a period of six weeks, the Board shall vote on his/her dismissal at the next scheduled meeting of the board.

B. With respect to the failure of the Chairperson having missed three consecutive meetings, the chairperson shall give to the board of directors his reasons for his failure to attend such meetings. If the board does not find his explanation for having missed three consecutive meetings to be satisfactory, the Vice-Chairperson shall recommend his dismissal from his office. The Board shall grant him a hearing so as to enable him to defend his explanation for the absences.

### SECTION 13.4

The Board of Directors in the case of possible ambiguity regarding the interpretation of any Section(s) of the Constitution, or possible conflict between two or more Sections of the Constitution, shall seek to clarify such ambiguities or to resolve such conflicts by first contacting the members of the Constitutional Ad Hoc Committee that was charged with drafting this Constitution. If the ambiguity or conflict still cannot be resolved then the board shall bring the issue before the General Body for final resolution. The board of directors shall not, on it's own motion, amend, reinterpret, or give a meaning, to the terms and words used in this Constitution, that is contrary to the normal and customary usage and meaning given such terms and words as used in the language in which this Constitution is written. This does not mean, nor is it intended to mean, that a different meaning should be given to any Islamic term(s) used herein other than the normal and customary Arabic meaning given such Islamic term(s).

### SECTION 13.5

A member of the board of directors, or any Associate or Ad Hoc Committee, or an auditor who is indicted or arrested or against whom a trial is pending in a State or Federal court shall be immediately and automatically suspended from his office till he is acquitted. If he is convicted after all appeals, if any, he shall be expelled from his office.

## SECTION 13.6

If a member of the board of directors resigns, moves away from this area, or is dismissed the board of directors shall call for an election to fill the vacancy as provide for in the Constitution.

## ARTICLE XIV

### Constitution Transition, Adoption, and Enforcement

The current (1998) general body, committee structures and functions shall continue to operate, and the current (1998) members of the board of directors, or the members of the executive committee as such body is currently known, shall continue to serve until the new board of directors is elected as provided in Article XII, Sections 12.4 and 12.5 of this Constitution. All other parts of this Constitution shall become effective immediately after it has been adopted by a simple majority vote of the general body. The current (1998) board/executive committee, and all successor board of directors, shall be duty bound to enforce the provisions of this Constitution.

## ARTICLE XV

### Dissolution

If a situation arises which makes the dissolution of the Association inevitable, the board of directors shall call upon the North American Islamic Trust to handle the process of dissolution with the assistance of the Trustee. Those assets donated to or purchased by the members of the Baton Rouge Islamic Community which are left after meeting all liabilities shall be transferred to the North American Islamic Trust.

## ARTICLE XVI

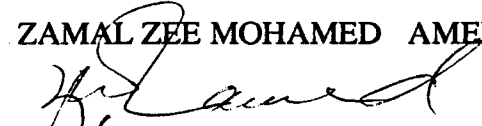
Section 16.1 Any decisions and actions not in accordance with Islamic principles based on the Quran and the Sunnah of Prophet Muhammad (pbuh) shall be null and void.

Section 16.2 Any decisions and actions taken by the board of directors and it's chairman which are not in accordance with this Constitution shall be null and void.

STATE OF LOUIAIANA  
PARISH OF EAST BATON ROUGE

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY CAME AND APPEARED THE ELECTED OFFICERS OF THE ISLAMIC CENTER OF BATON ROUGE , THOSE OFFICERS, LISTED BELOW, BEING OF FULL AGE OF MAJORITY AND RESIDENTS OF THE PARISH OF EAST BATON ROUGE, STATE OF LOUISIANA, DID SAY THAT THE ABOVE DOCUMENT, THE CONSTITUTION OF THE ISLAMIC CENTER OF BATON ROUGE, IS TRUE AND CORRECT.

ZAMAL ZEE MOHAMED AMEER / PRESIDENT



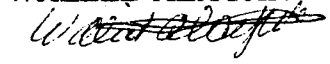
RENEE JULE VICE AMEER / VICE PRESIDENT AND SECRETARY



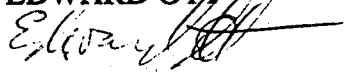
FAIZAL AL-KHATEEB FINANCE CHAIRPERSON / EXECUTIVE COMMITTEE

WALID ALAYWAN ~~CHAIRPERSON~~

WALEED ALAYAN SOCIAL CHAIRPERSON / EXECUTIVE COMMITTEE



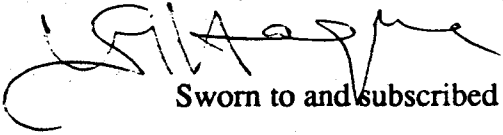
EDWARD OTT DAWA'H CHAIRPERSON / EXECUTIVE COMMITTEE



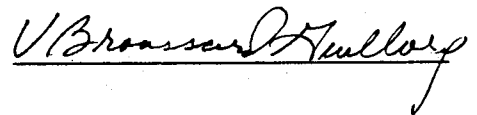
JEHAD MAHMOUD CULTURAL CHAIRPERSON / EXECUTIVE COMMITTEE



SYED HAQUE MAINTENANCE CHAIRPERSON / EXECUTIVE COMMITTEE



Sworn to and subscribed before me this 31<sup>st</sup> day of July, 1998.



NOTARY PUBLIC

