

BUFLA EC Meeting Minutes

Sunday, January 3rd, 2016, 1PM – 6 PM

Location: BUFLA Office, 1133 S. Vermont Ave, Suite 20, Los Angeles, CA 90006.

YOUR ATTENTION PLESAE!!

EC Members– Please bring the pledges from the Fundraising and Orzanization Membership fees for BUFLA. Your kind participation will be very much appreciated.

Attendees

MEMBERS & GUEST PRESENT AT THE EC MEETING			
#	Name	Position	Organization
1	Maj (Retd.) Enamul Hamid	President	Taranga of California
2	Sayedul Hoq Sentu	Vice President	Greater Faridpur Association
3	Lt (Retd.) Zia Islam	General Secretary	Valley Association
4	Rumy Hafeez	Organizing Secretary	BNP
5	Md. A Hossain Babul	Finance Secretary	Manikgonj Somity
6	Saiful Alam Chowdhury	Public Relation Secy	Uttoron
7	Illias Tiger Sikder	Executive Member	Chittagong Alumni
8	Faruq Howlader	Executive Member	BNP
9	Anjuman Ara Sheulee	Executive Member	Uttoron
10	Shiper Chowdhury	Executive Member	Torongo
11	Dr. Abul Hashem	Executive Member	Bikrampur Association
12	Shahidul Islam	Executive Member	Uttoron
13	Ashraf Hossain Akbar	Executive Member	MUNA
14	Saleh Kibria	Executive Member	Distressed Children International (DCI)
15	Ahmed Faisal Tuhin	Executive Member	Ideal School
16	Abul Hasnat Rayhan	Member	Valley Association
17	Khondoker Alam	Executive Member	Dhaka Univ. Alum.
18	Col (Retd.) Omar Huda	Chair	Advisory Council
19	Mohammed Tarek	Executive Member	Bangladesh Mela
20	Syed M Hossain Babu	Executive Member	Manikgonj
21	Ali Akbar	Executive Member	Ideal School
22	Nazrul Alam	Executive Member	Osmani Smrity Sangsad
23	Maruf Khan	Executive Member	BNP

At 3:00 PM, the meeting was called to order by the President Maj (Retd.) Enamul Hamid and welcomed the General Secretary for the opening statements. The GS requested the President to preside over this EC meeting. President Maj (Retd.) Enamul Hamid presided over this meeting.

Anthems

Three anthems were played: US-Anthem, Bangladesh-Anthem and BUFLA-Anthem

Adoption of Agenda

Motion moved by: Nazrul Alam, Seconded by: Khondoker Alam

Yes Vote: Unanimous, No: 0, Abstention: 0

Motion passed. Agenda was adopted.

Approval of previous Meeting Minutes

Motion moved by: Khondoker Alam, Seconded by: Abul Raihan

Yes Vote: Unanimous, No: 0, Abstention: 0

Motion passed. Agenda was adopted.

BUFLA Office Rent-and-Bills

BUFLA Office Rent commitments from last year and payments already made were presented by the President Maj (Retd.) Enamul Hamid, as shown in the spreadsheet below. The President requested the same pledge amount from the listed EC, AC and BOT members below. Total amount collected in the EC meeting today was \$500 bringing the grand total to \$12,100. We are still in the deficit for the year for the amount of \$1,500. The members who contributed today are **highlighted in red**.

<u>Name</u>	<u>Expected</u>	<u>Agreed</u>	<u>Paid</u>	<u>Bal.Due</u>
Major (Retd.) Enamul Hamid	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Mr.Mohammed Hoq (Sentu)	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Lt. (Retd.) Zia Islam	\$ 100.00	\$ 500.00	\$ 500.00	\$ -
Mr. Ahsan Hafeez Rumi	\$ 100.00	\$ 100.00	\$ 100.00	\$ -
Mr. Md. Hossain Babul	\$ 300.00	\$ 300.00	\$ 200.00	\$ 100.00
Mr. Saiful A. Chowdhury	\$ 100.00	\$ 100.00	\$ 100.00	\$ -
Mrs. Shahnag Bulbul	\$ 100.00	\$ 100.00	\$ -	\$ 100.00
Dr. Mahbub Khan	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Dr. M.A.Hashem	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Mr.Khandaker Alam	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00
Mr. Shamsuddin Manik	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Mrs. Denny Tayab	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00
Mr.Shahidul Islam	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
Engr. Saleh Kibria	\$ 300.00	\$ 300.00	\$ 300.00	\$ -
Mr. Anis Rahman	\$ 300.00	\$ 300.00	\$ -	\$ 300.00
Mr. Nazrul Alam	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
Mr. Jashim Ashrafi	\$ 300.00	\$ 300.00	\$ -	\$ 300.00
Mr. Illias Sikder	\$ 500.00	\$ 500.00	\$ 500.00	\$ -
Col. (Retd.) Omar Huda	\$ 300.00	\$ 300.00	\$ 300.00	\$ -
Engr. Javed Masud/AABEA	\$ 300.00	\$ -	\$ -	\$ 300.00
Mr. Chunnou Mollik	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
Mr. Shiper Choudhury	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -
Mr.Murshedul Islam/BNP	\$ 300.00	\$ 300.00	\$ -	\$ 300.00
Mr. Matab Ahmed	\$ 500.00	\$ 200.00	\$ 200.00	\$ 300.00
Mr. Md. Tarek	\$ 200.00	\$ 200.00	\$ 200.00	\$ -
Mr. Ali Akbar	\$ 200.00	\$ -	\$ -	\$ 200.00
Mr. MD Ali	\$ 200.00	\$ 100.00	\$ 100.00	\$ 100.00
Mr. Amzad Hossain	\$ 300.00	\$ 300.00	\$ 300.00	
Mr. MK Zaman/Friends Club	\$ 300.00			\$ 300.00
Mr. Ashraf Akbar	\$ 200.00	\$ 200.00		\$ 200.00
Mr. A. Hasnath Rayhan	\$ 300.00	\$ 300.00	\$ 300.00	\$ -
Total	\$ 14,500.00	\$ 14,100.00	\$ 12,100.00	\$ 2,800.00

		<u>EXPENSES</u>		
	<u>CHK #</u>	<u>RENT</u>	<u>CHK #</u>	<u>UTILITY</u>
7/1/2015	1003	\$ 900.00	1004	\$ 115.22
8/1/2015	1006	\$ 900.00	1008	\$ 108.25
9/1/2015	1011	\$ 900.00	1012	\$ 91.14
10/1/2015	1014	\$ 900.00	1013	\$ 104.13
11/1/2015	2010	\$ 900.00	1023	\$ 87.25
12/1/2015				
1/1/2016				

2/1/2016				
3/1/2016				
4/1/2016				
5/1/2016				
6/1/2016				
		\$ 4,500.00		\$ 505.99
Current Expenses		\$ 5005.99		
Cash in Hand		\$5,794.01		
Rent for 12 Months = (900X6) +(1000x6)			\$ 11,400.00	
DWP for 12 Months= (100X12) =			\$ 1,200.00	
Misc.Off.Stuff Covrs. Etc.			\$ 1,000.00	
	Total Expense		\$ 13,600.00	
		SHORT		\$1,500

Discussion on BUFLA Fundraising Dinner

Updates to the table list along with payments **are in Red**. Date for the dinner is set on January 17th, 2016.

1. Dr. Mahbub Khan –\$300
2. Shafi Ahmed and Manik Bhai
3. **Shiper Chowdhury - \$600**
4. Khalid Islam
5. **Sheuli Bhabi/Uttoron - \$180**
6. Khondokar Alam
7. AC Chair – \$300
8. Osmani
9. Manikganj
10. **Boishakhi Mela - \$300**
11. **Bangladesh Mela - \$300**
12. MUNA - - \$300
13. Friends Club - \$300
14. AABEA - - \$300
15. **Valley Association - \$300**
16. Greater Faridpur
17. **Jalalabad Association – \$600**
18. BNP - \$300

Standing Committees

Khondoker Alam Bhai was included in the Parade committee and MD. Tarek Bhai of Bangladesh Mela was added to the Cultural Program committee. President Maj (Retd) Enamul Hamid also suggested a new committee to be formed as we always see that some of the members of the parade committee stay year after year to do the final finishing touches to the venue. Ashraf Akbar Bhai from MUNA will be made the chief coordinator for that committee as for the last 9 years; we have seen his relentless effort to clean up the venue after the annual fair.

The final list on the Standing Committee memberships are as following:

(1) BUFLA Charity Committee:

Dr. M. A. Hashem (Coordinator), Mr.Khandakar Alam, Mr. Jashim Ashrafi Ahmed Mr.Shamsuddin Manik, Mrs.Denny Tayyib, Mr.Shiper Chowdhury and Engr.Saleh Kibria.

(2) Fund Raising Committee:

Mr.Mohammed S. Hoq (Coordinator), Mr. Shiper Chowdhury, Mrs.Anjuman Ara Sheuli Mr.Khandakar Alam, Mrs.Denny Tayyib, Mr.M.K.Zaman, Mr.Illias Sikder, Mr.Mahtab Ahmed.

(3) Parade and Festival Permits Committee (with City and Schools)

Mr. Shahidul Islam (Coordinator), Mr. Shafiul Alam Babu, Dr. M. A. Hashem, Dr.Mahbub Khan.

(4) Parade Committee (Parade Planning and Execution):

Lt (Retd) Zia Islam (Coordinator), Mr. Khandaker Alam. Mr. Shiper Chowdhury, Mr. Akbar Ashraf., Mr.Nazrul Alam, Mr.Shafiul Alam Babu Mr.Jashim Ashrafi, Mr.Mourshedul Islam, Engr.Saleh Kibria, Mr.Mehdi Hasan, Mr.Akhter Mia, Mr.Shahidul Islam, Prof Ali Akbar, Mr. Illias Sikder, Mr.Bodrul Chowdhury, Mr. A. Hossain Babul, Mr. Faruque Howlader, Engr. Morshad Haider, Mr. Humayun Kabir, Mr. Chunnou Mollik

(5) Souvenir Committee:

Mr.Saiful Alam Chowdhury (Coordinator),Mr. Shiper Choudhury, Engr.Saleh Kibria, Mr.Nazrul Alam, Mr.Syed Nassiruddin Zabul, Mrs.Farhana.M Mr. Shafiul Alam Babu, Dr. Shah Alam

(6) Dignitaries Invitation & Reception Committee:

Lt.(Retd) Zia Islam (Coordinator), Engr. Nasimul Gani, Mr. Shiper Chowdhury, Mrs. Denny Tayyib, Mr.Shamsuddin Manik, Mr.Jashim Ashrafi, Mr. Mourshedul Islam, Dr.Mahbub Khan, Mr. Matab Ahmed, Engr. Javed Masud Mr.Mohammad Ali Khan, Engr. Morshad Haider, Mr.Chunnou Mollik

(7) Festival Committee (Stage, Sound, Booths, Tents, Guest Coordination, etc.):

Mr. Shiper Chowdhury (Coordinator), Mr. Shafiul Alam Babu, Mrs. Denny Tayyib (Guest Coordination), Mr. Jasim Ashrafi (Venue Coordination), Mrs. Anjuman Ara Sheuli (Venue Coordination), Mr. Abul Hasnath Rayhan (Venue Coordination & Stage), Mr. Faruque Howlader (Guest coordination), Mr. Khondoker Alam (Stage), Mr. Nazrul Alam (Stage) Mr. Syed M. Hossain Babu (Stage & Sound), Dr. M. A. Hashem (Stage & Sound), Mr. Badrul Chowdhury (Guest coordination), Mr. Ashraf Akbar (Guest Coordination), Mr. Illias Sikder (Guest Coordination), Mr. Humayun Kabir, Mr. Chunnou Mollik, Mr. Mourshedul Islam

(8) Awards Committee:

Cabinet, AC Chair, BOT Chair and 4 EC members.

(9) Publicity Committee (Media, Fliers, YouTube, e-Mails, TV ads):

Mr.Mohammed Ali Khan (Coordinator), Mr. Amzad Hossain, Mr. Abdus Samad, Mr. Moshurul Huda, Mr. Maruf Khan, Mr. Faisal Ahmed, Mr. Sharaf Nazar, Mr. Ebrahim Chowdhury

(10) Community outreach committee (including New Membership):

Mr. Ahsan Hafeez (Coordinator), Mr. M. K. Zaman, Mr. Mominul Haque Bachhu, Engr. Nasimul Gani, Engr. Mourshedul Haider, Professor Ali Akbar, Mr. Shiekh Raza, Mr. Ali Ashraf Runu, Mr. Moshurul Huda, Mr. Kanchon Chowdhury.

(11) Youth committee:

Faisal Hossain Shuvo, Maruf Khan, Saika Kibria, Adnan Tayyib, Zara Zia, Zoeb Kibria, Jennifer Hashem, Sadiya Hashem, Raihan Hossain, Mr. Sharaf Nazar, Mr. Ebrahim Chowdhury

(12) Cultural Program Committee:

Mrs. Shahnag Bulbul (Coordinator), Mrs.Anjuman Ara Sheulee, Dr. M.A. Hashem, Mr. Shiper Chowdhury, Maruf Khan

(13) Tax and Audit Committee [including 501(c) (3) with IRS and SI-100 with State of CA]

Mr. Solaiman Rumi(Coordinator), Dr. Abul Hashem, Mr.Jashim Ashrafi, Dr. Mahbub Khan, Lt.(Rtd) Zia Islam, Anisur Rahman.

(14) Website Committee (including Facebook, YouTube, Twitter etc)

Dr. Mahbub Khan (Coordinator), Lt. (Retd) Zia Islam, Dr. Shah Alam, Mr.Saiful Alam Chowdhury, Mr.Syed M Hossain Babu.

(15) Seminar Committee

Mr. Anisur Rahman (Coordinator), Col. (Ret) Omar Huda, Mr. Ali Tayyib, Eng. Saleh Kibria

(16) Corporate & Government Grants Committee

Engr. Nasimul Gani (Coordinator), Engr. Saiful Huq, Mr. Iftikher Ahmed, Mr. Rumi Solaiman, Lt (Retd.) Zia Islam.

(17) Venue Closing Inspection Committee

Mr. Ashraf Akbar (Coordinator), Mr. Shiper Chowdhury, Mr. Shafiul Alam Babu, Mr. Md. Ali, Mr. Mohammed S. Hoq, Mr. Jashim Ashrafi, Mr. Nazrul Alam, Mr. Faruque Howlader, Maj.(Retd) Enamul Hamid

Discussion on the Parade Budget and Magazine Advertisement

The proposed parade budget was presented to the EC. Apart from the EC participation, BUFLA EC members were urged to get sponsors for the parade. The following member has pledged to get advertisements for the magazine:

1. Shiper Chowdhury – 2 advertisements
2. Mahtab Ahmed – 1 advertisement
3. MUNA – More than 1 advertisement
4. Saiful A Chowdhury – 2 advertisements

	Description	Expenses	Exptd. Donors/Income	Exptd. Amount	Paid	Due
1	School Rent	\$ 5,500.00	Grand Sponsor	\$ -	\$ -	\$ -
2	Insurance	\$ 900.00	Platnm. Sponsor	\$ -	\$ -	\$ -
3	Cash to School	\$ 2,000.00	Eng. Saiful Gold S	\$ 3,800.00	\$ 500.00	\$ 3,300.00
4	Band (Long Beach)	\$ 1,500.00	Mr. Md. Manik	\$ 1,000.00	\$ -	\$ 1,000.00
5	Mariachi Band Gifts	\$ 300.00	AABEA	\$ 1,000.00	\$ -	\$ 1,000.00
6	School Band Gifts	\$ 300.00	BAVOA	\$ 500.00	\$ -	\$ 500.00
7	Sound,Booth & Stage	\$ 15,000.00	Valley Asso.	\$ 500.00	\$ -	\$ 500.00
8	One Float	\$ 3,800.00	BNP	\$ 1,000.00	\$ -	\$ 1,000.00
9	Back Stage BANNER	\$ 300.00	Bangladesh Mela	\$ 500.00	\$ -	\$ 500.00
10	Magazine	\$ 2,400.00	Taxi Wrkrs Assoc.	\$ 300.00	\$ -	\$ 300.00
11	Horse Rental	\$ 1,300.00	BWOC	\$ 1,000.00	\$ -	\$ 1,000.00
12	Food Prtcpnt & Guest	\$ 900.00	Bikrampur Assoc.	\$ 500.00	\$ -	\$ 500.00
13	Bouquet of Flower	\$ 100.00	Boishakhi Mela	\$ 500.00	\$ -	\$ 500.00
14	Pigeons,Ballon&Wtr.	\$ 400.00	Ctg. University	\$ 500.00	\$ -	\$ 500.00
15	Plaques	\$ 700.00	DCI	\$ 1,000.00	\$ -	\$ 1,000.00
16	Singer from NY	\$ 1,500.00	Dhk.Univ.Almn.	\$ 1,000.00	\$ -	\$ 1,000.00
17	Kids Art Comptns.	\$ 1,000.00	Dhaka Zil.Asso.	\$ 500.00	\$ -	\$ 500.00
18	Gifts Local Singers	\$ 500.00	Friends Club	\$ 1,000.00	\$ -	\$ 1,000.00
19	Video&photography	\$ 800.00	Grtr.Frdpr.Asso.	\$ 500.00	\$ -	\$ 500.00
20	Private Security	\$ 1,500.00	Ideal School	\$ 500.00	\$ -	\$ 500.00
21	Shuttle Svc. & U-Haul	\$ 1,000.00	Jalalabad Asso.	\$ 1,000.00	\$ -	\$ 1,000.00
22	Clng. Crews Sat&Sun	\$ 800.00	LA Tiger Club	\$ 500.00	\$ -	\$ 500.00
23	Golf Cart (Two)	\$ 800.00	Mnkgnj Shomity	\$ 500.00	\$ -	\$ 500.00
24	TV Advertisement	\$ 800.00	Muslim Ummah	\$ 1,000.00	\$ -	\$ 1,000.00
25	Pstrs.Flrs.Bnrs.Flgs	\$ 1,000.00	Osmani Smiriti	\$ 1,000.00	\$ -	\$ 1,000.00

26	Artist (BD & Local)	\$ 9,000.00	Taranga of CA	\$ 1,000.00	\$ -	\$ 1,000.00
27	Seminar	\$ 500.00	Uttoron of LA	\$ 1,000.00	\$ -	\$ 1,000.00
28	Miscellaneous	\$ 1,000.00	Advertisement	\$ 1,500.00	\$ -	\$ 1,500.00
29			Booths	\$ 14,000.00	\$ -	\$ 14,000.00
30				\$ -		\$ -
31				\$ -		\$ -
32				\$ -	\$ -	\$ -
33				\$ -	\$ -	\$ -
	Total	\$ 55,600.00	Short	\$ 37,100.00	\$ 500.00	\$ 36,600.00
			\$ 18,500.00			
	Exptd.Donations-all EC's	\$ 17,800.00	Total Short	\$ 27,300.00		
	Possible Actual.Donation	\$ 9,000.00				
	Short from Exptd. Donations-All EC's		\$ 8,800.00			

Recap of BUFLA Health Fair

The discussion concentrated on the low attendance despite the massive marketing and canvassing done by members of the Charity Committee. Dr. Nitin Shah stated that he is willing to come to the parade in March with his contingent if he is provided the space to do the primary checkups. Lt. Zia suggested that we need to disintegrate different portions of the health fair into manageable segments and provide the help to the needy from the BUFLA office itself. Most of the official charity activities are available on weekdays to help us out. Dr. Hashem stated that the charity will do a brain storming session to come up with the right approach to make sure the resources are utilized properly in next years Health Fair or whether we need to break up the different services into manageable segments to utilize the official charity organizations and hospitals like Cedars Sinai.

MISC Agenda

1. Discussion on Antordristi continued with Dr. Mahbub questioning the site resources like fees and storage space. Syed M Hossain Babu stated that this is free and has 5 GB of space. Dr. Mahbub stated that BUFLA website has 100GB of storage space and almost all of it is empty now. That can be used to plug into the BUFLA website and then we have one space to go to.
2. The issue at hand was that there is no access to the BUFLA website for anyone except Dr. Mahbub. But the content maintainer is Dr. Shah Alam – who is no longer active is BUFLA and does not know the daily updates of the community. Dr. Mahbub stated he will look into it.

Next EC meeting date

The next EC meeting is on Sunday, February 7th, 2016, from 1 PM to 6:00 PM at BUFLA Office.

Meeting Adjournment

Motion Moved by: _____, Seconded by:

Yes vote: Unanimous, No: 0, Abstention: 0

Motion passed. The Meeting was adjourned at 7 PM.

Thank you very much.

Respectfully,

Lt (Retd.) Zia Islam

General Secretary

Bangladesh Unity Federation of Los Angeles (BUFLA)

818-518-5784, islam_zia@yahoo.com

www.bufla.org

Contact Persons:

Maj (Retd.) Enamul Hamid, President, 805-551-0392, enamhmd@sbcglobal.net

Lt (Retd.) Zia Islam, General Secretary, 818-518-5784, islam_zia@yahoo.com

Distribution:

BUFLA-Cabinet, BUFLA-EC, BUFLA-GA, BUFLA-AC, BUFLA-BOT, Associate Members, Honorary Members,

Community members and guests, BUFLA-Media