



BUFLA EC Meeting Notice

Sunday, July 25, 2010

Dear All BUFLA Members,

Salam and Greetings to all of you.

The first **BUFLA EC Meeting** for the 2010-2011 period has been planned as in the following;

Date: July 25, 2010 Sunday

Time: 2:00 PM-5:00 PM

Location: Shatto Recreation Center, 3191 W. 4th Street, Los Angeles, CA 90020. (on 4th Street near Vermont).

Attendees:

1. All Cabinet Members.
 2. All EC Members.
 3. All Associate Members
 4. All AC and BOT members.
 5. Media Personnel.
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AGENDA:

Agenda Item - 1

- 1) National Anthems and BUFLA Theme Song (Recorded).
- 2) The General Secretary Opens the meeting and introduces the President.
- 3) The President introduces all the Cabinet members.
- 4) The President delivers his Welcome speech and his Mission/Vision Speech.

Agenda Item - 2

Announcement by the BOT

Agenda Item - 3

Action Committees Formations:

Some members in some of the following Action Committees are being suggested. All EC members are genuinely requested to please review these Action Committees and think about in which Action Committee(s) you will be willing to work. During the EC meeting all of you will be requested to give your own name for your preferred Action Committee(s).

1) Constitution Amendment Committee:

Proposing the 5 members Constitution Amendment Committee with the following members: General Secretary, BOT Chair, AC Chair and Two past Presidents. This Committee to collect feedback from the EC and

- a) Submit a draft of the Second Amendment to the President by August 15,
- b) Submit the final version by August 30,

c) GA meeting for ratification by September 30.

2) Community Center Establishment Committee:

Proposing the following members: Shamsuddin Manik (Chair), Vice-President (Mushfiqur Chowdhury Khosru), Treasurer (Anisur Rahman), Nazrul Alam, Khaleed Hossain.

3) BUFLA Office Establishment Committee:

Proposing the following members: Organizing Secretary (Shafiul Alam Babu) (Chair), Denny Tayyib, Lt. (Retd.) Ziaul Islam.

4) Fundraising Committee:

President (Jashim Ahmed) (Chair), Public Relations (Muhammad Ali), Saleh Kibria, Shamsuddin Manik, AKM Toha, Organizing Secretary (Shafiul Alam Babu), Cultural Secretary (Farhana Sayeed), Enamul Hoque Emran, Shipper Chowdhury, Col. Omar Huda, Denny Tayyib.

5) Fundraising Dinner Committee:

President (Jashim Ahmed) (Chair), Vice-President (Mushfiqur Chowdhury Khosru),

6) Parade Design and Coordination Committee:

Dr. M. A. Hashem (Chair), Vice-President (Mushfiqur Chowdhury Khosru)

7) Dignitaries Invitation and Hosting Committee:

President (Jashim Ahmed) (Chair), Dr. M. A. Hashem, Mahbub Khan, Vice-President (Mushfiqur Chowdhury Khosru),

8) Venue and Parade Route Reservation Committee:

President (Jashim Ahmed) (Chair), Mahbub Khan

9) Souvenir Committee:

Public Relations (Muhammad Ali) (Editor), Dr. Shah Alam, Saleh Kibria,

10) Cultural Committee:

Cultural Secretary (Farhana Sayeed) (Chair), Khaleed Hossain,

11) Stage set-up, Booth setup-&-Collection

12) Sound system:

13) Stage Control:

14) Publicity Committee (Media, Fliers etc.):

Public Relations (Muhammad Ali) (Chair)

15) Security, Parking & First-Aid:

- a) Security:
- b) Parking Control:
- c) First-Aid: Some Doctors

Agenda Item - 4 Reviews of Appreciation Dinner & Inauguration:

Review of the BUFLA Appreciation Dinner & Inauguration Ceremony

Agenda Item - 5 Review of BUFLA & FOBANA Interaction:

Review of BUFLA interaction with FOBANA.

Agenda Item - 6 Miscellaneous:

- 1) BUFLA membership applications (new and pending) will be on hold until the Second Amendment of BUFLA Constitution is ratified.
- 2) EC Meeting (Once a month)
- 3) Cabinet Meeting (Once a month)
- 4) Cabinet Plus meeting (Once a month)

Agenda Item - 7 Next Meeting Dates and Closing of Meeting:

EC-Meeting and Iftar Party to be held in August 15, 2010, Sunday.

Thank you.

Respectfully,

Dr. Shah Alam

General Secretary

Bangladesh Unity Federation of Los Angeles (BUFLA)

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