



# Bangladesh Unity Federation of Los Angeles (BUFLA)

BUFLA Website: [www.bufla.com](http://www.bufla.com)

## Meeting Minutes of the BUFLA-Cabinet Meeting

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Date : July 14, Wednesday

Time: 8:00 PM

Location : **Bangla Barta Office**, 135 S Vermont Ave, Los Angeles, CA 90004.

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### ATTENDEES:

#### Members of present and previous Cabinets, AC and BOT Chairmen:

1. Mr. Jashim Ahmed
  2. Dr. Mahbub Khan
  3. Mr. Anisur Rahman
  4. Mr. SMA Razzaque
  5. Mr. Mushfiq Chowdhury Khosru
  6. Mrs. Farhana Sayeed
  7. Mr. Nazrul Alam
  8. Mr. Khaleed Hossain
  9. Dr. Shah Alam
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### Approval of Previous Meeting Minutes:

- Dr. Shah Alam, General Secretary opened the meeting.
  - Meeting minutes of the previous Cabinet Meeting has been unanimously approved.
  - Jashim Ahmed, BUFLA President has presided over the meeting.
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### The Agenda of the Meeting was as follows:

- A. Accounting
  - B. Next Cabinet Meeting & EC Meeting
  - C. Miscellaneous
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### A. AGENDA 1: ACCOUNTING;

#### Transfer of BUFLA Account:

BUFLA bank account will be transferred to the new Cabinet. Mr. M. A. Hamid (Friend Khokon) will be consulted for help transferring the account.

#### Update of Income:

Status update of income for the Appreciation Dinner & Inauguration Ceremony has been provided by Treasurer Mr. Anisur Rahman as in the following;

<u>BUFLA Cabinet Officials:</u>	<u>\$Amount Pledged</u>	<u>Paid/Unpaid</u>
1. Khandakar Alam	\$1,000.00 [\$500 to Runu Bhai]	Paid \$500.00
2. Dr. M. A. Hashem	\$1,000.00	Paid \$500.00
3. Jashim Ahmed	\$1,000.00 [Paid all venue & related costs]	
4. Mushfiq Chowdhury Khosru	\$ 500.00	Paid \$200.00
5. Dr. Shah Alam	\$ 500.00	Paid \$500.00
6. Anisur Rahman	\$ 300.00	Paid \$300.00
7. Shafiul Alam (Friend Babu)	\$ 300.00	Paid \$100.00
8. Mohammad Ali	\$ 300.00	Paid \$100.00
9. Farhana Sayeed	\$ 300.00	Paid \$300.00
10. Dr. Mahbub Khan	\$ 200.00	Paid \$100.00
		(\$100.00 paid before)
11. Abul K. Toha	\$ 200.00	Paid \$200.00
12. SMA Razzaque	\$ 200.00	Paid \$200.00
13. Eng. Saleh Kibria	\$ 200.00	Unpaid
14. Quddus Khan	\$ 100.00	Unpaid
15. Nazrul Alam	\$ 100.00	Paid \$100.00
16. Khaleed Hossain	\$ 100.00	Paid \$100.00
17. Mohammad Tarek (Bangladesh Mela)	\$ 100.00	Paid \$100.00
18. Ashraf Hossain (MUNA)	\$ 100.00	Paid \$100.00
<b>Total:</b>	<b>\$6,500.00</b>	<b>Paid: \$3,300.00</b>

**B. AGENDA 2:            NEXT CABINET & EC /GA MEETING AGENDA:**

- a. Next Cabinet meeting date is to be set and is to be confirmed later via email and over the telephone conference.
- b. Next EC/GA meeting date has been set on Sunday July 25, 2010 and to be announced to community later via email.
- c. Anisur Rahman has reserved Shatto room for EC/GA meeting.
- d. Calling all invitees of EC/GA.  
President and Vice-President will be responsible for calling as mandated. General Secretary and Organizing Secretary will be calling independently from others and not mandatory.
- e. Cabinet members must arrive before 2:00 PM. No exception.
- f. Calling all EC/Associate/Honorary members to arrive at least before 3:00 PM.
- g. 2:00 PM-3:00 PM-Socialization and lunch/snacks.
- h. Food (Snacks or lunch)- Finance Secretary Anisur Rahman and Organizing Secretary Shafiul Alam Babu will be organizing.
- i. 3:00 PM-Meeting starts sharply.
- j. Announcement to all attendees will be made at the beginning of the meeting about protocols and codes of conduct of the meeting. Disciplinary measures will also be announced.
- k. President will make a draft speech and will send it to Cabinet. This speech will be delivered by the President in the EC/GA meeting.
- l. Presidents written speech will be distributed to the EC/GA meeting at the beginning of the meeting and will be posted communitywide.
- m. No updating of the meeting process to any tardy (late) attendees.
- n. Time allotment to all agenda items will be announced.
- o. Time constraints will be announced to all members interested to take part in discussion or to deliver speech.
- p. No Cabinet, EC, Associated, AC & BOT members may speak without Presidents approval.
- q. Attendees will need to indicate that he/she is interested to have the floor. Interested names will be noted and President will allot time to speak.
- r. Floor will be given to the attendees on first come first serve basis.
- s. Anybody starts talking without permission will be asked to stop.
- t. No irrelevant talk will be allowed.

- u. At the end of the time allotted to the speaker, the timer will go off. The speaker will be alerted that he/she must finish.
- v. No payment of registration fees until ratification of second amendment of constitution is done.
- w. Chairman of BOT will make an announcement.
- x. New Chairman of BOT will be the member of constitution second amendment committee.
- y. Feedback from former Chairman of BOT will be taken for the second amendment.

#### Discussions Regarding Actions Committees:

**All Action Committee Coordinators will be responsible for their assignments and will be make monthly status report to the President in the EC Meetings. Updates to be provided will be in terms of:**

- o Set Targets.
- o Monthly Activities about the assignments.
- o Monthly Reporting to the President in the EC Meetings.

**Question:** Is it necessary now to form the Community Center Establishment Committee?

#### **Responses:**

- o BUFLA has adopted the Community Center project in its mission since its inception.
- o Community Center project has been brought up many times in BUFLA meetings.
- o Community Center project posted in BUFLA website since its first presence.
- o Community Center will be a major ground for the Unity in the Community which BUFLA is all about.

**Question:** Will individuals be considered to be members of the Action Committees, who have broken their commitment or pledge for donation?

#### **Responses:**

- o No key positions will be considered for individuals with history of broken pledges, either in terms of payment of pledged donation or not committing assigned task.
- o Cabinet should not obstruct any pledge-breaking individuals. EC will decide.
- o Cabinet should not reject any pledge-breaking individuals. Individuals previous pledges issues will be placed before the EC for consideration.
- o To grow sense of obligation, individuals will have to propose their own names only. One may only suggest names in physical presence of the individuals.
- o Following recommendation of EC, Cabinet should look into the pledge-breaking individuals previous pledges before final consideration
- o Cabinet will finalize the Action Committees based on the recommendation of EC.

**Question:** BUFLA President being the Chief Coordinator of all BUFLA events including Bangladesh Day Parades, whether should also hold any coordinator positions of Action Committees?

#### **Responses:**

Yes, BUFLA President will also hold Coordinator positions of the

- o Fundraising Committee and
- o Dignitaries Committee.

**Question:** How can we be sure that an individual will keep commitment to his/her assignments when assigned in an Action Committee?

**Answer:** There will be a **Action Committee Assignment Acceptance Form** distributed among the attendees of the EC/GA Meeting. The form will be distributed to all Cabinet members and AC/BOT Chairmen via email for review and finalization.

**Question:** Why Shamsuddin Manik has been selected/proposed as the Chairman of the Community Center Establishment Committee?

**Answer:** It is in order to honor Shamsuddin Manik for his contributions and his accomplishment in BUFLA.

### AGENDA 3: MISCELLANEOUS

#### Discussions Regarding FOBANA At Pasadena:

**Question:** Who will take responsibility for the humiliation of BUFLA in the FOBANA Pasadena?

**Answer:** BUFLA kept its commitment it made to FOBANA before the EC and EC members gave that decision. So, any responsibility for such humiliation goes to EC members, not to the Cabinet.

**Question:** Why did BUFLA-nicely interact with Zahid Hossain Pintu and Toufiq Solaiman Tuhin of FOBANA Pasadena?

**Answer:** BUFLA kept its commitment it made to FOBANA before the EC and EC members gave that decision and Cabinet has acted accordingly.

**Question:** Being aware of criminal activities of Zahid Hossain Pintu and Toufiq Solaiman Tuhin why BUFLA did not completely avoid them?

**Answer:** BUFLA Cabinet and its members always avoided working with these two ill-reputed individuals but BUFLA kept its commitment it made to FOBANA before the EC. EC members gave that decision and Cabinet has had to act accordingly.

**Question:** Who will take responsibility for the humiliation imposed on Bangladeshi-American community at Los Angeles caused by the FOBANA Pasadena?

**Answer:** FOBANA Pasadena and its central committee will have to take responsibility for all damages and humiliation caused by FOBANA Pasadena. BUFLA will not share any responsibility for the act of FOBANA Pasadena. Individuals who worked together with the two ill-reputed individuals should be held responsible for such humiliation of Bangladeshi-American community at Los Angeles and the damage they caused.

**Question:** Why President Jashim Ahmeds name appeared on the FOBANA Pasadena convention committee?

**Answer:** It was beyond the knowledge of President Jashim Ahmed and his name has been included in the committee without consent.

No other particular discussions took place.

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Meeting was adjourned by the President at 11:45 PM.

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Thank you.

Respectfully,

Shah Alam  
General Secretary