



Ithna-asheri Muslim Association of the Northwest

P.O. Box 6544, Bellevue, WA 98008-0544

E-mail: iman@iman-wa.org

<http://www.iman-wa.org>

IMAN Annual Report of Activities 2007-2008

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1. Executive Committee Report for 2007/2008

IMAN Executive Committee expresses gratitude and thanks to its membership for the opportunity given to it to serve and to complete the term ending September 30th, 2008. This report outlines our progress and activities since October 2007. This would not have been possible without the continued sincere dedication, support and participation of the community at large. The Executive Committee is honored to have had this opportunity to serve.

Alhamdulillah significant progress was made in a number of areas as detailed in sub-committee reports found in subsequent sections. The following observations augment what is covered in sub-committee reports.

1.1. Operational Structure

Operational processes devised over the years have continued to help ensure stable running of IMAN. As IMAN organization matures, it is necessary that Terms of Reference of various sub-committee be updated to reflect learning from experiences of the past few years.

Sr. Shahina Piyarali and Br. Syed Abbas Rizvi have proposed revisions to IMAN by-laws to reflect the operational process changes and enhancements. These have been ready for review for some time now but preoccupation with other more pressing activities have prevented us from making more rapid progress on this. We hope that the new by-laws can be adopted in this coming term.

IMAN as an organization needs to work in developing a good succession plan for long term sustainability.

1.2. IMAN Remodeling Efforts

Ramadhan 1429 (September 2008) represent a significant milestone in the history of IMAN. Eleven years ago we set out to establish a purpose built Islamic Center in the Greater Seattle area. By the Grace of Allah SWT, generosity of our world-wide community and the dedication of many individuals, construction work on the IMAN Center of Kirkland was completed in time for Ramadhân 1429.

On behalf of all of us at IMAN we express our deepest gratitude to all for those who contributed for their generous donation and support.

Whilst many people contributed to this great effort over a period of several years, the contributions of Br. Samad Faghih and Br. Hamed Esfahani in leading the remodeling project and their tireless devotion during the last two years are worthy of special recognition and acknowledgement at this time.

May Allah SWT reward all those who contributed towards establishing a beacon to Islam here in the Northwest of the USA.

1.3. Greater Seattle Council of Muslims Communities (GSCMC)

There is no significant progress to report primary because of energies that had be devoted to the remodeling efforts. We pray to Allah SWT that we find a way to intra-faith relationships and bonds that will be a source of strength in the coming years. Our efforts on this front must continue

1.4. Humanitarian Relief

In addition to the efforts lead by the IMAN Social Services Committee covered elsewhere in this report, as a community we have responded to financial appeals from various appeals around the world details of which can be found in the financial report

1.5. Funeral Services

IMAN continues to provide funeral services for people when contacted. We have recommended people to use the services of the House of Mercy in Kent, since it is a Muslim cemetery. However, there have been cases where the bereaved families have insisted on burying at another location. In those cases we have had to administer ghusl, kafan and lead salaatul mayyit for the deceased.

In 2007/2008 we also reached out to more people from IMAN and at other organizations in helping with funeral services.

1.6. Nikah Services

As a sign of a growing community servicing increasing needs, IMAN conducted several Nikah ceremonies during the past year as a service to Muslims in the area.

1.7. Facilities

The executive committee is appreciative of the volunteering help provided by IMAN members in the maintenance and up keep of the IMAN Center building and grounds. We are blessed with dedicated individuals who have sacrificed their value time and resources in:

1. cleaning and maintenance of the premises
2. cleaning and maintenance of the IMAN Center landscaping
3. cleaning and maintenance of the roof
4. repairing and fixing of electrical and plumbing

With IMAN Remodeling completed, we hope that the building maintenance burden will be significantly eased in the coming year.

Executive Committee also appreciates the generosity of members in the donation of various items that have enabled us to create a cozy comfortable environment for all to enjoy.

1.8. Newsletter/Communication

Communication with IMAN community has been through announcements made at the IMAN Center, our web site and through email lists. Whilst this has been adequate to serve in the past from, with increased interactions between various committees and members, new people moving into our community and an expanded set of activities at IMAN, this is an area that requires significant focus and investment moving

forward. Our on-boarding process for new people moving into the area is weak. We also are not fully the content we develop so that it can be easily re-used or shared with other communities.

2. Sub-Committee Reports

Over the past year we have expanded the number of sub-committees and they encompass a wide variety of activities. Below is a brief report on each of them:

2.1. Sunday School

2.1.1. Members

The school year for 2007-2008 began in the middle of September with the following individuals serving in the sub-committee:

- Sameer Tejani (Principal)
- Homa Azadi (Vice Principal)
- Azita Mohammadian (Administrator)
- Shahina Piyarali (Treasurer)
- Mehboob Ali Khaki (Secretary)

2.1.2. Accomplishments

- **Student and Teacher Body:** The Sunday School had over 70 children spread over 6 classes. 12 teachers are involved in teaching Fiqh, Akhlaq, Taareekh and Qur'anic study. There was also a pool of teachers dedicated to teaching Qur'an and helping out as substitutes. There is a core group of volunteers who have also signed up to help with the different aspects of running the school.
- **Activities:** As with previous years, we were able to present programs that were run by the school students such as the Milad-un-Nabi function. Furthermore, students participated in celebrating Islamic events by displaying their artwork and projects during Eid and Muharram. Students were also able to decorate the center for Eid-ul-Fitr. Furthermore, students in higher grades had the opportunity to interact with visiting aalims during Ramadhan and Muharram.
- **Recognitions:** The final day was dedicated to recognizing the students' achievements during the school year. Among the honorees were Ali Al-Sadi for the Senior Leadership award for 2007 and Zain Khaki for the Junior Leadership award. This year's School T-shirt design competition was won by Aaliyah Cameron.
- **School Camp:** The school completed its last event with a camp held at the Sound View Camp near Gig Harbor from June 17th to 18th. Students participated in various sporting activities and shared stories around a camp fire.
- **Social:** Students look forward to coming to school as it provides them a social environment within which to interact with their friends. They also look forward to pizza lunches arranged by the school.
- **Volunteers:** We had a good pool of volunteers to count on from providing snacks to students during break to making sure the premises were secure. This helped get more parents involved and we would like to increase this participation.
- **Salaat participation:** With the school time change (11 AM – 2 PM) after Daylight Savings Time, more students participated in salaat at the end of the day.

2.1.3. Challenges

- Extending learning beyond the school: Given that the students only spend 3 hours at the school every week, it is not enough to impart Islamic knowledge to them during that time without continuing the work at home.
- Absenteeism: A subset of students are regularly absent making it difficult for teachers to cover all the material that was planned for the school year.
- Support structure for parents: Parents need help with different aspects of parenting be it from imparting Islamic values, discipline or teaching what was taught at the Sunday school.
- Logistics during the construction: We were fortunate to be able to use the Northlake Unitarian Universalist Church (NUUC) during construction, although it was a bit tight and we had to make the best of the facilities available for a school of our size.

2.1.4. Opportunities

- We have students who are at a critical age where greater involvement in the community would fulfill their needs. We need to find ways to encourage them to participate and create opportunities for them to serve the community.
- Many Sunday school parents do not participate in other programs at IMAN. We need to find ways to create an environment for parents to be able to be able to participate in other IMAN programs so that the children get an opportunity to enforce what they learn during the Sunday school.

2.1.5. Recommendations

- A call out to parents to participate more in the school activities. Furthermore, working together with students during the week to ensure that the education imparted on Sundays is reinforced during the rest of the week. Moving the school system to a co-op model would be a recommended start.
- Getting adequate training for teachers to best impart their knowledge and inspire the students to seek more.
- Enforcing school policies around attendance so as to not interrupt classes.
- Interaction with other IMAN sub-committees to get parents and students more involved with different aspects of IMAN, so that the learning goes beyond the time spent at Sunday school and combines it with other programs at IMAN.
- Parent support group: Create an environment where parents can meet regularly to support each other and the school.

The school would like to thank all the teachers and volunteers who dedicated their time in making 2007-2008 a successful year. The new school year started on September 28th at the newly remodeled IMAN Center with the lower level dedicated to education. With more than 90 students enrolled many classes are near capacity. We have a good team of teachers and volunteers who ensure the smooth running of the school. We look forward to your commitment to help the school reach greater heights.

2.2. Programs

2.2.1. Members

- Jawad Khaki
- Kristen Jawad
- Robina Qureshi
- Aunali Versi
- Abbas Gulamhusein (part of the year)

2.2.2. Accomplishments

- All IMAN programs continued without interruption even during IMAN Center remodeling.
- Themes of the month provide continuity and depth to the current programs. Re-visiting the themes on an annual basis provides new angles from which to approach subject matter.
- We have attempted to revitalize programs by urging speakers to use a more interactive presentation style as part of engaging the IMAN community.
- As we commemorate historical events in the Islamic calendar, our emphasis in reenacting rituals is to ensure their connection and relevance to our world and community situation today.
- Successfully hosted several large events (Public Iftar Ramadhan, IMAN Center Opening, Eid, Ashura). These events have been attended by a wide and varied audience from outside the IMAN community that included :
 - Our friends, our colleagues
 - City and State government officials and elected representatives (Mayor, Senators, Congressman, Councilmen, etc)
 - Fire Department
 - FBI
 - US Army
 - Academicians
 - Local businessmen
 - Faith leaders
 - Organizational leaders from other Muslim organization in Greater Seattle and from elsewhere in North America
- Br. Hamid Mayani, and Br. Mohammad Sobhanie were our guest speakers during Muharram 1429. Br. Br. Aunali Khalfam, Br. Zafar Azam and Br. Ali Khalfan were our speakers during Ramadhan 1429.
- This Ramadhan in addition to recitation of the Qur'an in Arabic, we also completed reading of the entire Qur'an in English.
- Started reaching out to Madrasa Parents encouraging them to take a more active role in the IMAN programs as part of developing their children to augment weekend school
- Hosted special Children's Program during Ramadhan
- Catalyzed the formation of Hospitality Sub-Committee

2.2.3. Challenges

- Creating individual and communal sense of belonging, purpose and togetherness.
- Few volunteers on multitasking on several committees results in burn out and lower quality programs.

- Need more speakers to volunteer and researched content on Ahlul Bayt & other Islamic topics. Explore video content to supplement programs.
- Need to include a kids program and more parent involvement.
- Team to coordinate AV programs & archiving and connectivity for program home viewing.
- Lack of Community Feedback.

2.2.4. Opportunities

- More educational programs that reflect current needs.
- Improved integration of Madrasah student activity with IMAN Programs
- “Family Friendly Mosque” Initiative
- Activities during Winter and Summer Breaks

2.2.5. Recommendations

- Get involved! It could be through volunteering, proposing new ideas through the suggestion boxes or talking to the programs committee members, suggesting speakers or giving us feedback on what went well as well as what could be better. The only way this will be a vibrant community is through your participation and involvement.
- Establish programs schedule a year in advance.
- Implement regular formal and informal feedback mechanism on IMAN Programs

2.3. Social Services

2.3.1. Members

- Homa - co-chair
- Mujtaba - ex-cochair
- Abed - Feed The Hungry, Sacred Heart Shelter
- Sumaira - Feed The Hungry, Food Store Room
- Hamed - Help The Needy, case worker
- Abbas - Help The Needy, case worker
- Kristen - member
- Sanaa - member
- Aunali - member

2.3.2. Accomplishments

- Helped 16 families (down 1 from last year); some up to 6 times
- Fed 480 hungry (up 180 from last year); coordinated one feed the hungry with all Muslim congregations in Puget Sound
- Provided visibility to community about committee activities through use of metrics and status reporting
- Ran the Food Store Room successfully for half a year until the remodeling
- Trained new case worker (Abbas Rizvi) over summary to help with Case load for Help The Needy area
- Br. Hamed has been with us little over 1 year as a case worker and has been able to independently drive cases for the Help the Needy area.

2.3.3. Challenges

- Food Store Room has not been restarted in the new facility
- More sit down discussions with the EC on status due to scheduling challenges (Sr. Homa works evenings, EC has been busy with remodeling, Mujtaba has been traveling some weekends)
- It seems this was the case with others as well, so not much planning was involved, just as we received request, we respond to that. Hopefully this coming year it will be better and we will have more meeting.

2.3.4. Opportunities

- Further develop the structure of the committee.
- Involve the community in Feed the Hungry activities.
- Involve select members of the community as confidential case workers for Help The Needy area to help with case load.
- Give the community a summary of the work that is being done with their donations.
- The opportunity to reach out of our own community, connect and serve the needy ones, make one's hope and wish's to come through.

2.3.5. Recommendations

- All applicants needs to come to Iman Center, and aid should go to them directly, exception only mailing the payments. (bills, like water, electricity etc)
- Set up the food bank, which due to the building construction has been postponed.
- Needs more attention, bereavement support, support local foster kids, orphans, refugees and our Iman community
- Connecting with local nonprofit organization like Chaya local non-profit organization that support south Asia abused women and children.
- Long term goals: plan to participate in nonprofit organization and establishing a shelter, daily/weekly soup kitchen, free medical clinic, or some other alternatives to alleviate the suffering of thousands of homeless people.

2.4. Health and Fitness

2.4.1. Members

- Hussein Halbawy
- Kareem A-Haddad

2.4.2. Accomplishments

- The Kung-Fu class that ran for two straight years and stopped due to remodeling. Class ran on Thursday evenings from 5-8 prior to Dua Kumail. Attendance varied, maximum attendees reached about 22 students in one class, Brothers on one side and sisters on another.

2.4.3. Challenges

- There were no challenges

2.4.4. Opportunities:

- Get people involved young and old, advertise and address the importance of one's fitness.

2.4.5. Recommendations:

- We need more support from the board. Meet on regular basis to address the needs of the subcommittee.

2.5. Ladies

2.5.1. Members

- Co-chair: Kaniz Khaki & Mastan Heshmatpour
- Secretary: Fatimeh Fani

2.5.2. Accomplishments

- Ladies Committee has continued to plan a vital and an integral role in supporting regular IMAN programs during the years and especially during Ramadhan and Muharram.
- This year the remodeling of the IMAN Center has taken precedence.
- Also, lack of a dependable permanent place during the construction period made it difficult for more activities to be organized beyond the regular IMAN activities for the entire congregation.
- We are blessed with the influx of new and young talent into the community.
- We are hopeful that with access to a remodeled facility combined with the influx of new women into the community will help revitalize ladies committee to schedule engaging activities in the coming year.

2.5.3. Challenges

- Remodeling of the IMAN Center meant we did not have a dependable permanent place to schedule activities.
- The ladies committee needed energetic and more active participation from more females at IMAN. The few ladies who are active are also over committed with other IMAN responsibilities.

2.5.4. Opportunities

- Recruit new blood to help form a more vibrant ladies committee.
- Events, activities and projects targeted to the female population that lead to deeper friendships between community members.

- Enable ladies to develop leadership capability by taking on active roles in organizing events, activities and projects.

2.5.5. Recommendations

- The ladies' committee's viability depends on a self-sustaining interest in identifying and responding to the needs of the female population at IMAN from more than few people. If this cannot be garnered, the ladies committee should be dissolved as the few people who are looked upon to organize the ladies activities are also over committed with other more pressing IMAN activities as part of the broader community programs.
- Recruit more participation from new comers in the operational needs of IMAN.
- Invite more inspirational ladies speakers.
- Schedule monthly/quarterly ladies get together programs even if there is no formally structure program.
- A more concerted effort to successfully establish ladies only activities that provide unique value not easily feasible outside of the IMAN center (such as weekly Yoga where observances of Hijab can be easily accommodated).

2.6. Remodeling Project

2.6.1. Project Managers

- Project Manager: Samad Faghih
- Assistant Project Manager: Hamed Esfahani

2.6.2. Accomplishments

- Completed DLR phase II - design and construction drawings.
- Negotiated and signed contract with DLR for phase III for construction administration.
- Submitted construction drawings to City of Kirkland and obtained construction permit.
- Interviewed and invited 6 construction companies to bid on the remodeling project and received 3 bids.
- Evaluated bids and SD Deacon was selected and contract was signed.
- SD Deacon started remodeling construction on April 1st 2008
- Several unexpected construction issues came up during execution due to the age of the building.
- Budget forecast of \$2.3M was increased to \$2.5M due to unforeseen conditions that were discovered after demolition.
- All issues were resolved and construction completed in first week of September.
- Unconditional occupancy permit was received on August 29th 2008.
- Construction effort was successfully completed ahead of the planned schedule for 1st of Ramadhan.
- Phase III Construction was completed under the forecasted \$2.5M

2.6.3. Challenges

- Dealing with unexpected issues that arose during construction due to the age of the building.
- Managing the overall project with the forecasted budget and schedule.

- Keeping the project on track and under budget while listening and acting upon all the input from the IMAN Board and community.
- Obtaining IMAN Center signs permit from City of Kirkland.
- Timely discovery and addressing of architectural design deficiencies.
- Reviewing and challenging SD Deacon Construction change order requests (over 75 of them) while keeping the project on schedule and under the project

2.6.4. Opportunities / Recommendations

- Building remodeling project has been completed and Remodeling Committee has been dissolved.
- Establishing building facilities committee to handle building maintenance and operation.
- Educate all community members to take care of the building and maintain it in good condition.

2.7. Youth Committee

2.7.1. Members:

The members of this committee consist of the youth of IMAN, age 13 and above.

- President: Misha Hashemi
- Co-Vice President: Ala Soofian
- Co-Vice President: Arya Nikjoo
- Secretary: Farwa Sheriff
- Treasurer: Amina Al-Sadi
- Advisor: Farhat Tejani
- Advisor: Abbas Gulamhussein

2.7.2. Accomplishments

- Made a video during the month of Ramadhan
- Hosted a game show during the month of Ramadhan
- Raised funds for Orphanage in Iraq
- Raised funds to support IMAN during remodeling
- Created a yearbook for IMAN Sunday School
- Hiking Trip
- Kabobs Express excursion

2.7.3. Challenges

- Many of our meetings coincided with different meetings that the majority of our members were involved with; making it difficult to hold meetings

2.7.4. Opportunities

- Members of IMAN community were much more active and involved in our affairs, making it much easier to hold events. It was great to have the support of so many members of our community.

2.7.5. Recommendations

- Continuing working with members of our community, and continue establishing a presence at IMAN, as well as create activities that are of interest to the members of the committee.

2.8. Hospitality Services: (newly formed team – Sept. 2008)

2.8.1. Members:

- Kaniz Khaki: Co-Chair
- Abed Jawad: Co-Chair
- (Many dedicated people made this happen)

2.8.2. Accomplishments

- Encouraged & recruited many IMAN community youth/members to join the Hospitality team and serve since the formation of the committee in early September 2008.
- **Month of Ramadah Iftars & events:** Successfully ran the operations of the events/Iftars during the Month of Ramadah which was also the first use of the newly remodeled IMAN facility.
- **Greater Community Second Annual Interfaith Iftar:** Helped plan and managed one of the most successful events at IMAN. Hosting about 300 people in which 150 were visitors from the broader community from the Seattle/Portland area.
- **IMAN Opening/Eid celebration:** Helped plan and managed the Eid celebration. Hosting about 300 people in which 150 were visitors from the broader community from the Seattle/Vancouver/Portland and other countries.

2.8.3. Challenges

- Community pushback on the introduction of new rules of conduct due to the nature of the remodel of the building.
- Maintain high level of volunteer excitement and involvement.

2.8.4. Opportunities

- Community members are excited and enthused about the newly remodeled IMAN facility and they can see the potential that this present to them for serving both IMAN community and the greater NW community at large. But in order for that to be sustainable. A systemic approach to operations is needed, where areas are broken down and responsibilities are designated and managed by many different. This will allow us to scale our services in any direction.

2.8.5. Recommendations

- Formalize the committee as a formal committee at IMAN.
- Support from the EC & community
- Allocate budget from IMAN.

- Formalize the following Teams The IMAN Hospitality Services:
 1. Parking: You are our first impression to people as you help greet people and help them find a place to park, carry items from the car to the center, help them with their kids, offer an umbrella from/to the car on a rainy day or escort a sister to the car at night.
 2. Entrance (Greeters, shoe rack, etc...): Welcome people and help guests find their way around. Connect them with IMAN or a specific person they might be interested in meeting to feel at home.
 3. Food services: This team manages all activities related to food, snacks, and refreshments servings for events. This team oversees the ordering/receiving of food related supplies, as well as the organization and cleaning of the kitchen. During services, this team keeps the refreshment table stocked and clean, and also prepares and serves the food when offered.
 4. Guest Services: The Guest Services team is the smiling is face of IMAN. These are the true extroverts who thrive on meeting and greeting! They provide above-and-beyond hospitality by providing information about IMAN and our facility. The Guest Services Desk at the main entrance serves as the first stop for guests. Here they will be able to get their welcome gift, get an escort to the children's rooms, and anything else to make them feel welcomed and informed.
 5. Safety & Peace: These capable volunteer will work at all times during events and services at the center to ensure safety & peace. They keep watchful eyes for any undesired activities, whether it is a chaotic behavior by kids, the presence of a suspicious person, etc... They are authorized to deal with emergencies, by providing first aid, contacting first responders, ensuring evacuations safely or escorting a troublemaker when needed. These individuals have a desire to protect and serve. Training and CPR certification provided.
 6. Hospitality Core: This is team that is going to coordinate the efforts of all the above teams. It should consist of one or more person from all the teams mentioned above. This team will manage scheduling, planning, budgeting and related activities.

2.9. Facilities Committee

2.9.1. Members:

- Hamed Esfahani - Chair
- Samad Faghieh - Consultant
- Ismail Al Nouri - Committee member
-

2.9.2. Accomplishments

- The committee did not exist last year
- The facilities related activities were put on hold during last year due to remodeling of the center. Remodeling Committee was in charge of the facilities for the most part of last year.
- The building was available for Ramadhan programs immediately after construction was complete.

2.9.3. Challenges

- Keeping the old building operational and performing temporary repairs up until the time remodeling project started in April 2008.
- Dealing with regular breakdown of the old heating system

- Stopping roof leaks

2.9.4. Opportunities/ Recommendations

- Establish this new committee
 - Recruit dedicated members
 - Work out the Terms of Reference
 - Set the annual budget
- Sign contract with landscaping company to maintain the facilities landscaping.
- Explore and investigate options for keeping the center clean. Determine if a professional maid service is needed.
- Establish and document safety and security guidelines.
- Install bollards and security chain on parking lot entrance.
- Work out the storage issues so that the library space can become available.
- Install library shelves.
- Work with the Remodeling Committee to complete final remaining remodeling items, such as installing the signs and investigating possibility of building a storage shed.
- Increasing more community involvement in keeping the facilities clean and safe.

2.10. Outreach

2.10.1. Members:

Sister Sanaa (Joy) Carey has continued working very hard to enlist those interested in reach out efforts and it is hoped that these effort will lead to establishing the IMAN Reach Out Sub-Committee. IMAN Center remodeling efforts prevented us from taking on more reach out efforts than what is necessary and what we would have liked. Outreach Committee is still in formative stages and there are no official members.

Outreach-type activities were carried out under the auspices of the Program Committee during '08 and different people from the IMAN community were called upon as needed.

IMAN Members have continued participation in various interfaith activities during the course of the year to help promote understanding of Islam and Muslims as well as to establish critical cross faith community bonds.

2.10.2. Accomplishments:

- Helped Plan and implement the Seeds of Compassion Event involving the Dalai Lama
- Provided speaking for church and other events
- IMAN open houses events and discussion groups on Islam/Muslims
- Milad-un-Nabi event with other local Muslim organizations
- Building of Habitat for Humanity homes with faith communities that make up the Together We Build A Global Community Interfaith Coalition (7th year)
- Annual Interfaith Service following the build week
- The Second Annual Community Iftar
- A Fireside Chat With the Mayor of Kirkland (held November 7th, 2008)

Alhamdulillah we have an extensive program to share with, learn from and bond with members of faith communities in the Greater Seattle area.

2.10.3. Challenges:

The biggest challenge for those interested in outreach activities at IMAN has been creating an official committee with organizational viability and support.

2.10.4. Opportunities:

Opportunities for outreach work are almost limitless

2.10.5. Recommendations:

The following activities are recommended for consideration in 2009:

- **Community Resource Center (CRC)** - Goal: Provide educational materials and reliable information about the history and religion of Islam for anyone wishing to deepen their understanding of Islam. The CRC could provide:
 - **Books**, pamphlets, magazines, taped lectures, audio-visuals, and electronic links to reliable sources of information about Islam.
 - A list of **speakers** on various aspects of Islam
 - **Understanding Islam** – a time for non-Muslims to learn about Islam and sources of additional information, to ask questions, and to discuss their concerns. If there is sufficient interest, a follow-up class with several sessions can be arranged. Individual and small group discussions about specific topics can also be arranged.
- **Annual Community Iftar** - Individuals and groups from the larger community are invited to join us for a Ramadhan Iftar Dinner
- **From Roots to Fruit: Pursuing Abrahamic Family Values** – An interfaith series of events designed to foster respect and greater understanding while building friendships based on shared values. Winter session a panel with Ted Falcon, Jamal Rahman and a minister. Subsequent quarterly sessions TBD.
- **Shared Values: A Dialogue based on Hebrew, Christian & Islamic Scriptures** - An on-going study/reflection/dialogue group with a focus on one value (or two complementary values) per session. A combination of short presentations, small group dialogue, and quiet reflection. Emphasis on practical applications of shared values in one's own life or in the world today.
- **Interfaith Educational Programs** - Programs are designed in conjunction with other faith communities.
- **Interfaith Book Group** – IMAN members are welcome to join a book group involving Jews and Christians that have been meeting for a couple of years. They often read material and attend public events related to Islam or of interest to Muslims (e.g. Feb '09 *Three Cups of Tea*; Apr '09 *Iran Awakening* by Shirin Ebadi; May'09 lecture by Shirin Ebadi in Seattle)
- **Interfaith Women's Group** – May begin as an inspirational book/movie discussion group, but god willing, will evolve into whatever addresses common needs among women of faith.
- **Cooperative Community Social Action** – Community action programs aimed at identifying and serving human needs in our area. (e.g., **Together We Build**)

3. Executive Committee Recommendations

3.1. Sustainability

IMAN community has continued to fund its operational expense based on investment returns from a cash reserve that was contributed for IMAN Center remodeling. With the cash reserve gone, IMAN membership has to assume a higher burden in supporting the operational expense for the organization.

Several people at IMAN have been devoting their services for several years now and they carry with them critical organization history and know how. For long term sustainability of IMAN, efforts need to be underway in devising a succession plan for all key functions essential to the running of IMAN.

As we internalize global environmental concerns, we need to consider “Greening of IMAN” where we need to engage people of faith in healthy, non-toxic living through education and action

3.2. Children and Youth

We need to work cooperatively together in providing a caring nurturing environment at the IMAN Center for our children and youth. It is also important to take sufficient measures towards a well-disciplined and successful community that we can all be proud of. We recommend a group of parent volunteers come forward and help provide necessary leadership on this front.

An important focus here could be to tap into the youthful energies in our younger members and mentor them to serve and contribute to IMAN.

Our programming at the center must be enhanced to win the hearts and the minds of the youth.

We are encouraged to see enthusiasm from our youth as they have continued to find ways to organize themselves. The future Executive Committee should formally constitute the IMAN Youth Committee and help nurture it to be a success.

3.3. Operational Excellence

As our organization grows and matures, we need to devise formalized policies, procedures and recommend a code of conducts for all our members, volunteers and office bearers.

Coordination between different sub-committees needs to improve.

We need to provide better on-boarding procedures for new members and volunteers.

We need to get better at recruiting new talent.

IMAN by-laws and sub-committee terms of reference need to be revised to reflect the improved and revised operational framework and organizational learning of the recent years.

3.4. Bridges to Islam and bridges to IMAN

As noted above, opportunities here are limitless. There is a great need for educational materials and reliable information about the history and religion of Islam and Muslims. The opportunities are beyond just providing information and include building bridges of understanding and respect across

communities. Our reach out efforts to the population of 3 million+ people in the greater Seattle area needs to continue. We need to build upon our prior accomplishments. With remodeling efforts behind us, we need to have a more concerted effort in formalizing our reach out efforts.

3.5. Hospitality Committee

We are pleased to see progress in the formation of a well organized volunteer corp. through the hospitality committee. We need sustained effort towards a highly energized volunteer Corp where adults and youth both participate to helping foster a vibrant service oriented community.

3.6. Maintenance

A multi-purpose center like IMAN is in constant need of ground and facility maintenance. There needs to be a sub-committee that can provide consistent oversight throughout the year. The progress made recently needs to be supported with priority.

3.7. Communications and Archiving Our Journey

IMAN Web site, IMANews, live transmission and archival of lectures on the web are valued by the community. There is still a lot that can be done in improving communications with the community at large. There is a lot to be said for preserving our efforts for the benefit of those who will succeed us. This is an area that can benefit from more dedicated volunteers and needs more attention and dedication.

3.8. Resource Center

Simply put there is a great need for educational materials and reliable information about the history and religion of Islam for anyone wishing to deepen their understanding of Islam. The remodeled center and our growing community of professionals provides an excellent opportunities to create a much needed Islamic resource center here in the Northwest that we must pursue.

3.9. Matrimonial Committee and Matchmaking

As our children grow and become ready to pursue adult lives, we need to help them find partners in life. There are several efforts at the North American level that we could benefit from. This requires us to build infrastructure locally that can tap into what exists and/or is being developed at the national level.

3.10. Pre-school and Elementary School

Several members have identified the need to establish full-time private education for our children. With the IMAN center remodeled, we have an opportunity to explore this. People in the community who are experienced in this area need to be brought together and encouraged to explore what it will take to establish a full-time school. It will be awesome if we can start some kind kid pre-school in the coming year (2009) and a full-time elementary education in 2010.

3.11. Increase Relevance - towards living Islam

As in the years past, IMAN needs to be open to new ideas to cater to the diverse needs of the community, e.g. programs for senior citizens, tuition help for students, subject expert speakers, etc.

Increasing relevance will not only help us meet more needs of our membership but also attract others to grow our small congregation.

As we learn from and share the rich history of Islam, our religious rituals need to help us live Islam in North America and not merely revive customs for another era or place.

We need to also consider adopting “Family Friendly Mosque” Initiative where appropriate programs are run to help families and young couples to develop their children and themselves to the fullest potential and instill strong family bonding and community support systems.

4. Financial Report

The following reports prepared for presentation at the 2008 AGM are available to any IMAN member for review upon request.

- 4.1. Account Balances
- 4.2. Total Income and Expenses - 2007/2008
- 4.3. Operational Income and Expenses - 2007/2008
- 4.4. IMAN Center Remodeling Income and Expenses - 2007/2008
- 4.5. Humanitarian Income and Expenses - 2007/2008
- 4.6. Proposed Budget for 2008/2009
- 4.7. Total Income and Expense - 2008/2009 Update
- 4.8. Madrasah Financial Statement - 2007/2008