



# Ithna-Asheri Muslim Association of the Northwest

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## IMAN Annual Report of Activities 2021-2022

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## 1.0 Executive Committee Report for 2021/2022

The Executive Committee members are honored and express deepest gratitude to have had the privilege to serve the term ending September 30th, 2022.

We thank the IMAN community for their help, support and generous financial contributions towards operational expenses and social services programs.

Alhamdulillah, IMAN community continues its journey to establish a spiritually vibrant caring sharing community in the beautiful Pacific Northwest in its 26th year.

This report outlines progress and activities since October 1st, 2021, made possible by the continued sincere dedication, support, and participation of the community at large.

The following were the IMAN Executive Committee members for 2020/2021:

Mohammad Jawad Khaki	President and Treasurer
Hossein Rezaee	Vice President
Rahmatullah Faizi (Hamid)	Secretary
Nuri Mansoori	Committee Member
Nafisa Jassani	Committee Member (until June 2022)
Ali Haider	Committee Member

The following observations augment what is covered in sub-committee reports.

### 1.1 Executive Committee Priorities

The following areas had a priority focus from the Executive Committee.

#### Restart after COVID-19

Regular in-person services at the IMAN Center were ramped up gradually to full pre-pandemic levels soon after resumption of Friday prayers on June 25<sup>th</sup>, 2021.

#### Sunday School

Due to Sunday school reliance on several volunteer teachers who were no longer local and had moved out of state as well as parent and teacher hesitation for in-person classes, Sunday School for 2021/2022 continued online.

Sunday School for 2022/2023 has now resumed in person as of in September 2022 with good student enrollment.

#### Programs

All programming at IMAN for year 2021/2022, including Ramadhan and Muharram were conducted in person and also streamed live online with good attendance.

#### Social Services

Partnership with St. John's Episcopal Church for monthly community dinners in its sixth year continued initially with take-out meals, then sit down meals outside and now guests have the options to sit inside or take their food to go.

Through generous contributions of community members, pre-cooked meals have also been provided to Tent City 3 in Seattle, New Bethlehem in Kirkland and Kirkland United Methodist Church.

Donations were also made internationally for food parcels to the those affected by epic flooding in in Pakistan and families of those killed in the school bombings as well as the survivors in distress in Afghanistan.

Due to inadequate case worker capacity for case work, it was decided financial assistance to individuals who are unknown to IMAN be provided through partner organizations: MAPS MCRC and Attain Housing.

### **Roof Repair**

Significant repairs necessary to remove and repair the rotted wood, failing roof areas and water damaged electrical fixtures and fire alarm sensors were completed.

## 2.0 Sub-Committee Reports

Over the past year we have focused on the sub-committees described below. In order to expand our range of activities, we have also begun several additional projects which are described in Section 3. Below is a brief report on sub-committee activity.

### 2.1 Sunday School Committee

#### Members

The school year for 2021-2022 began in the middle of September with the following individuals serving in the sub-committee:

- Ghadeer Baghai (Principal), Kaniz Khaki (Vice Principal)
- Mariam Kamin - Administrator, Naushina Esmail Co-Administrator
- Khin Mumtaz Patai (Treasurer)

#### Parents / Teacher Liaisons

- Mariam Kamin, Wasfee Vazir, Rajula Haider

#### Accomplishments

- Registered about 53 students (37 Families) in 2021-2022
- 19 Teachers/TA's volunteered to teach the classes.
- Youth Class (13 to 18 years old) (7 Students participated).
- **COVID-19 Impact:**
  - School was online completely June 2021 to September 2022 due to COVID-19, and we complied with all the Guidelines from Centers for Disease Control and Prevention (CDC) Section of U.S. Department of Health and Human Services.
  - Sunday School started online classes on September 2021. And continued using ZOOM Link for all classes. (Participation was almost 100%).
  - Some activities were modified due to COVID-19, such as Final student evaluation, parent-teacher conference, Bulough Class for Girls and Boys, and End of year Picnic with IMAN Community, and they needed to be done differently. And some to be cancelled this year.
  - Fire Drill was not conducted due to Online learning.
  - School continued to provide the same 5 laptop for 5 students who did not have a computer at home to participate the school online classes.
  - Working to have a Dress Code for Sunday School.
  - We managed to have one teacher from Canada and 2 Students from Texas joining school every Sunday.
  - Managed to have 34 sessions of school during 2021-2022 school Year. (Online classes)
- **Continued Islamic Curriculum "Tarbiyah"**
  - Teacher's training for Tarbiyah curriculum is continually being encouraged.
  - Participating on the Madrasah Centre of Excellence (MCE) on a feedback survey of all the stakeholders of the Tarbiyah curriculum to shape the way forward for the next 10 years
  - We are continuing to have the Digital Platform for the Tarbiyah Curriculum for the year 2021-2022.
- **Continue Quran Curriculum**
  - For the first part of 2022, the Madressa had 9 Quran teachers taking classes over Zoom. Because the teachers had varying degrees of skill and experience, IMAN Sunday School had invested 40+ hours of training for all Quran teachers where they all learnt about rules of Tajweed, pronunciation and how to effectively deliver the topics.

- Since the Sunday School continued in-class tutoring 6 teachers left us as they favored online teaching. This resulted in resource crunch for the 2022-2023 session, but as of 1/15 we are now at full capacity again as we continued to hunt new teachers and invest in training for new teachers. We are now looking to start a new Student’s training program to source even more TA’s and teachers.
- In 2022, we also conducted a satisfaction survey for Quran learning. 16 parents participated in the survey the table below shows the results.

Effectiveness Level	Count	Satisfaction Level	Count
Extremely	1	Extremely	1
Moderately	2	Moderately	2
Not at all	3	Not at all	6
Somewhat	10	Somewhat	6
(No Response)	0	(No Response)	1
<b>Grand Total</b>	<b>16</b>	<b>Grand Total</b>	<b>16</b>

- Detailed responses indicate that the “Not at all” satisfied parents wanted to see memorization, tafseer, ability to translate Quran, and Quranic stories in the curriculum. A couple of responses indicate that they want to see reduced focus on pronunciation of Quran. The school has formed a committee to look at what other Schools are offering that IMAN Sunday School can adopt to make a better learning experience for our students.
- In 2022-2023 session we have 9 Quran classes altogether segregated by student’s skill and age group. Out of the 9 classes 5 are learning how to read broken letters, out of which 3 are already ready to move to the next level with 90% pass rate this year. The remaining 4 classes maintain a high bar and more than 90% of students are expected to move to next level by next year.
- The Sunday School is now considering bringing over the Thursday support classes for parents and teachers to Sunday during School time to increase attendance which is currently zero.
- **Continue Salat Curriculum**  
Salat Curriculum Went very well with Online and we had 4 classes:  
KG and 1<sup>st</sup> Grade; Boys Salat; Girls Class; and Advanced class  
Working to make a Salat syllabus for Sunday School and for each salat class.
- **Teacher Enrichment**  
Held 2 teacher meeting (online and we had up to 10 participants).  
IMAN Sunday School nominated and NASIMCO awarded CIL Years of Service Awards to Br. Jawad Khaki (>30), Sr. Kaniz Khaki (25-29), and Br. Sameer Tejani (20-24).
- Several of Teachers and School Sub-Committee (including Principal, Vice principal, Administrator and Treasurer) who have taken the Teacher Skills Program (TSP) for Last 18 months on line and they have completed the Program and they have graduated from the TSP program from NASIMCO / MCE (Madrasa Center of Excellence). The TSP is an accredited program by the Northern Council of Further Education (NCFE) in the U.K.  
in addition, one of our teachers has been accepted to take the Train the Trainer (TTT) program for October 2022 and will be training Madrasah teachers all over the world.
- Conduct a survey of the teachers for continuing online or in person Learning on December 2021, Majority was for Remote Learning.
- **Parent Enrichment**
  - Held 3 parent meetings (November 2021, January 2022 and May 2022), Participation has been good (November meeting were 28 participants, January 23 Participant, May 20 participants).
  - Held one Parent / Teacher conference. (Online).

- Parent engagement were more slightly. Parent engagement and review / practice of homework at home, student progress at school is shown improvement.
- **Student Enrichment**
  - School helped with Quran Conference for young adults for Month of Ramadan. (April 2022).
  - Held Quran classes every night (Monday to Saturday, for one hour) for our Junior and senior students during the month of Ramadan.
  - Engaging the Students on Assembly and allowing them to present a topic to engaged them more. (Presentation by Students related to events for each month).
  - Engaging the Youth club in most of the IMAN School events. (Online)
  - Distributing the yearbook for 2020-2021.  
Come together with social distancing and using mask in the parking lot for distributing the year book.
  - More students are engaged even it online.
  - School holding an Art for Pumpkin picture drawing, November 2021;
  - School Hold an Art Completion; Student made an Art and submit a 30 second video with their name, age, and brief description, February 2022.
  - IMAN Sunday school had a celebration in person event for Ramadan (Eid -ul Fitr) Goodie bags
  - In person Celebrations for the end of Year school including appreciation of school teachers, TA's, Administrations and Bake Sale at IMAN Center (June 12, 2022).
  - Celebration Ceremony organized for 6/7 Graduating Class (June 2022).
- **Community Enrichment Activities Accomplishments:**
  - Driven primarily by our Parent liaisons, these have resulted in improved Student and Parent engagement in school activities. These include:
    - Students participated on IMAN Art Walk Class on Zoom class and each drew a picture with following teacher's instruction. (April 2022).
  - IMAN Sunday School Had a session of Art Drawing Class Via Zoom Link in the month of April 2022.
    - On line Cupcake making and send the pictures.
- **Finances and Tuition:**
  - About 18% to 20% of the student were on approved reduced tuition or waiver program (5 Families)
- **Parent Volunteers:**
  - Due to the COVID-19, the volunteer program was not available for 2021-2022.
  - Up until on-premises classes suspended due to COVID-19, all signed up parents had shown up for their volunteer assignments.

## Challenges

- Nurture a culture of community service with the older of youth.
  - Leverage the older youths (13 to 18 years old) to have more engagement with the younger students. (We are working with connecting them with join project).
  - 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. This will also increase IMAN school student and IMAN community engagements.
- Leverage software and IT technologies to improve running of the school.
  - Establish a more comprehensive registration/admin software for school incl. a student blackboard.
  - School website needs to be enhanced and utilized more.
- Sunday school is built on parent involvement and teaching. Our community has highly educated and qualified individuals, and their participation and involvement as teachers and in other roles should be encouraged.

- We have had trainer for our new teaching method. We will use Sr. Mariam Kamin to learn and teach this method to our parents who can then contribute as teachers.

## Opportunities

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  - We have had trainer for our new teaching method. We will use Sr. Mariam Kamin to learn and teach this method to our parents who can then contribute as teachers.
  - We need to encourage and increase involvement of fathers.

## Recommendations

- Increase interaction of IMAN school with IMAN center and other IMAN sub-committees so that the learning goes beyond the time spent at Sunday School and combines it with other programs at IMAN.
  - This could include monthly school-IMAN community potlucks in future.
  - Establish movie night for the Students at IMAN Center. (And possibly some discussion about it).
  - Design extra curriculum classes i.e. computer programming, robotics, math, etc. for high school students at IMAN to maintain their engagement with the community.
  - Bringing speakers to discuss today's issues with our students and getting them engaged.
  - Engage and interest more older students (13 year to 18 year) to attend Sunday school. The youth class has been a good start.  
Engaging them in classes as Teacher assistants has been successful.
- Encouragement of parents to work with students at home during the week to ensure that the education conveyed on Sundays is reinforced at home.
- Have some classes for parents; "Parents Circle Talk".
- Recommending having the Classes to stay the same sequences (Islamic, Quran and Salat); Regardless of the time changes.  
On November when the daylight-Saving time is, Start the School earlier at 9:30am to 12:30pm
- Providing some playground or using portion of the Parking lot to have students to go out during break time or once in a while.
- Having different room to have lunch for the student instead of eating in the classrooms.
- Using and utilizing the school facility to conduct everyday classes or Montessori school for younger student.
- School is looking for a New School Principal for new year 2023-2024.

## 2.2 Programs Committee

### Members

Chair: Jawad Khaki (Acting)

Members: Jawad Khaki, Kareem Al-Haddad, Rahmatullah Faizi (Hamid), Nafisa Jassani Fatemeh Rasooli and Shima

### Accomplishments

Here is the summary of activities and programs during the last fiscal year:

- Live stream of the scheduled programs continues at the link [IMAN Live](#).
- Weekly in person [Friday prayers](#) resumed in June 2021 and have continued since.
- Daily prayers and weekly [Dua-e-Kumail](#) programs programming resumed on Thursday October 21, 2021, with the celebration of the [birthday of our beloved Prophet Muhammad](#) (SAWWS).
- The weekly Dua Kumail recitations are followed by a reflection appropriate for the occasion: wiladat and wafat. Wiladats and wafats are observed on the Thursday closest to the actual date.
- Br. Ali Tahaghoghi was our speaker on [wiladat of Imam Mahdi A.S.](#)
- [Daily Ramadhân 1444 AH](#) programs were held in person and streamed online.
- [Eid ul Fitr](#) was well attended and to full pre-pandemic capacity.
- Weekly Qur'an reading circles in Arabic and English were started after Eid-ul-Fitr 1444 AH and scheduled for every Thursday to precede Dua Kumail recitation and have continued since.
- [Eid ul Adha](#) was also well attended and to full pre-pandemic capacity.
- Special [a'amaal for Day of Arafat](#) were held after Dhuhr
- Sayed Shabbir Kirmani was our guest speaker for Muharram 1444 AH. His topic was [The Eternal Renaissance of the Hussaini Movement: The Future of Islam in the 21st Century](#)
- Shaikh Abdulrahman Cherri were our guest speaker for Arbaeen 1444 AH respectively. His topic was [Making sense of religion in our modern world](#).
- [IMAN Celebrated birthday of Prophet Muhammad \(SAWWS\) and 25 Years of IMAN](#) on October 15, 2022.

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### Challenges

- Our majlis reciters compete with new forms of engagement/entertainment which continue to have billions poured into them. The present day majlis attendee (young or old) finds it more enticing to interactively stick to their connected smart device than listen to a 60-minute monologue that is, often, not relevant to the issues of the present. Weekly new releases of Hollywood and Bollywood also continue to captivate the imagination of people. Needless to mention professional sports and the glitz/glamour surrounding these professions that conquer many minds. To counter such and other similar phenomena, and for our religious gatherings to continue to be of significance in people's lives, our faith communities need to be current on topics of social need and/or interest. We need to also evolve the mode of engagement by offering exciting new ways to engage on spiritually/socially relevant topics of our time.
- A spiritually vibrant community grows into a strong organization. We need more participation and engagement from all members of the congregation. We need to avail ourselves of the opportunities throughout the year to self-develop and help our youth develop in spirituality, religious knowledge, Qur'an proficiency as well as develop public speaking/presentation skills.
- Engagement of parent/youth to prioritize creation of special programs for children and youth has been an ongoing challenge.

## Opportunities

- We are a blessed resource rich community of great potential that can grow to realize our potential through active participation.
- In the inclusive climate promoted by City of Kirkland we have an opportunity to serve and or impact our broader community by suitably tailoring our programs.
- With programs being held online, it provides opportunity to invite speakers from all over the world.
- Further expand the program committee with new community members for more participation and collaboration.

## Recommendations

- Recruit creative, self-initiated, resourceful individuals to serve on the committee.
- Grow speaker/reciter pool to develop spiritual vibrancy and energize communal development. Explore diverse topics to engage wider audience.
- Continue live broadcast and in-person programs.
- Increase participation in celebratory and commemorative events, including more participation from Sunday School. Clarify the roles and responsibilities of the members and volunteers. Responsibilities need to be better divided amongst the team-members, so the tasks can be better planned and executed.

## 2.3 Social Services Committee

### Members

- Hossain Rezaee
- Kareem Al Haddad
- Ghadeer Baghai
- Rahmatullah Faizi (Hamid)
- Jawad Khaki
- Abbas Kazmi: Chair

### Accomplishments

- Distributed \$76,000 to various local and international social services causes. Please see the text that follows in this section as well as the financial section of the AGM report for the details.
- During Ramadan 1443 AH, IMAN Center donated \$12,500 to the Lady Fatemah Trust for relief in Afghanistan. This enabled the Lady Fatemah Trust to distribute rations to around 250 families all over Pakistan.
- In September of 2022, donations in the amount of \$50,000 were donated to the flood relief efforts in Pakistan. Pakistan was facing unprecedented flooding with almost a third of the country affected by catastrophic flooding.
- In June 2022 and July 2022, donation in the amount of \$7,100 was made to Seattle Services for the Blind to distribute Braille Qur'ans to various organizations.
- IMAN Center's partnerships with St. John's Episcopal Church for monthly community dinners, started in June 2017, is in its sixth year now.
  - o Post the initial COVID-19 surge, the dinners were restarted in June 2021 with take-out meals provided. The location alternated between the IMAN Center and St. John's till March 2022. The take-out meals also altered between items such as fish and veggie sandwiches from chain restaurants, pre-cooked Lasagna from grocery stores, and sandwiches from a local halal bakery. IMAN Center covered the cost of sandwiches when the take-out was served from the IMAN Center
  - o From April 2022, the dinners were held at St John's and the food served switched to bbq, halal hotdogs and hamburgers from June to Oct 2022. This bbq style allowed to switch from takeout meals to sit down meals but with sitting outside. IMAN Center covered the cost of all halal food items.
  - o In November and December of 2022, with taking all necessary precautions, the meals were moved inside with guest having the option to sit inside or take their food to-go. The meals for these two months consisted of a pasta dinner.
    - The return to meals inside has been successful with plans to continue in this fashion and switch to full service cooked meals sometime in Q2'2023.
  - o The financial contribution directly from the IMAN Center for 2021-2022 for the community dinner was \$1,767.35 with an additional \$1130.73 indirect contributions.
- Identified local deserving families (sayyid and non-sayyid) and distributed the collected Fitra funds.
- Since Muharram of 1442 AH (August 2020), Sr. Sidra Naqvi has been coordinating members of the IMAN Center community to provide cooked meals to homeless shelters. Through the compassionate and generous efforts of volunteers from IMAN, particularly sisters, 1400 meals were served at tent city 3 in Seattle, 900 meals were served in New Bethlehem place including breakfast and dinner, 125 meals were served at Kirkland United Methodist Church for the safe parking program. Starting in January 2022 and last meal was delivered December 31st, 2022. This year we also provided

Christmas Day lunch at tent city 3. In total more than 2500 meals were served during the year 2022. Thank you to all the volunteers for their constant support in making this possible. Sr. Sidra and her team have plans to continue this excellent effort.

- Till around middle of 2022 we continued to provide financial assistance to families and individuals approaching IMAN Center for assistance with their immediate needs, for example, rent and utilities. In addition, miscellaneous emergency financial needs, generally not addressed by other avenues of help, were supported.
  - Due to inadequate case worker capacity for case work, it was decided financial assistance to individuals who are unknown to IMAN be provided through partner organizations: MAPS MCRC and Attain Housing.
  - The Social Services Committee is in discussions with local organizations like MCRC at MAPS to leverage their expertise and experience to partner with IMAN for the disbursement of financial aid provided by IMAN.
- Till the suspension of financial assistance Social Services Committee met every week to discuss on-going work and to look for opportunities to provide support in the broader community where the IMAN Center can help. The members of committee are always looking to better serve the community in a fair, equitable and inclusive manner within the capabilities, abilities, and resources that the IMAN Center can provide.

### Challenges

- Most of the challenges remain the same as in previous years.
- In the latter half of 2022 the focus of the Social Services Committee was not sustained. This is an area that needs to be revived with more rigor.
- Demand for housing and other needs will continue. We need to strengthen our existing partnerships, for example with MCRC, and find more ways to combine resources provided by IMAN with services offered by other organizations to help those seeking assistance to get on the path of self-sufficiency.
  - This is an area the Social Services Committee will focus on as it revives its work in 2023.
- The committee will likely remain short staffed in the upcoming year, but more importantly the committee needs to do with the members it has and focus on areas it can succeed in.
- The committee needs more dedicated volunteers that are willing to take on initiatives and carry them through for the long term.

### Opportunities

- We have tremendous talent and experienced people in our community. Avail the talent and experience of the IMAN and broader Muslim community to better and more comprehensively serve our broader communities.
- Partner with other organizations in a dedicated and strategic manner to fill-in gaps that the IMAN Center cannot adequately resource. For example, we have good access to financial resources but lack in dedicated and driven volunteers.

### Recommendations for next year

- Better engage with other social services and community organizations to understand needs within the broader community and figure out ways that IMAN Center provide help.
- Continue and strengthen the partnership with St. John's Episcopal Church to host monthly community dinners. Explore ways to expand beyond once-a-month dinner on how via the partnership other social services can be provided.
  - One immediate area is to explore participation by local business to participate in and support the monthly dinners.
- Nurture existing connections and build new connections with other local Social Services

- organizations, such as shelters, food banks, tent city, churches.
- Provide more support to the IMAN volunteers serving meals to the Tent City in Seattle.
  - Work with the IMAN Executive Committee to explore avenues to utilize the IMAN physical facility to provide hands-on social services in the community.

## 2.4 Facilities Committee

### Members

**Chair:** Hossein Rezaee

**Members:** Jawad Khaki, Shaheed Chagani, Ali Haider, Sr. Zehra Naz, Nuri Mansoori

### Accomplishments

- IMAN roof repair work started in June 2022 and successfully completed by August 2022. The reasoning of the updates along with the scope are as following:
  - Imperfect initial roof installation in 2008 has caused standing water in a couple of roof sections leading to leaks.
  - Clogged down spouts have led to poor drainage and more standing water that has leaked through the roof membrane seams and rotted some section of the walkway canopy closed to State St S. Rotted wood requires significant repair work.
  - Exterior lighting fixtures under the walkway canopy are all damaged and need to be repaired.
  - Several sections of the roof have developed air bubbles due to imperfect installation that also require repair to prevent further problems down the road.
- The AC unit repaired on the south hall.
- Pressure wash IMAN building and all walkways around building
- Fire sprinkler system was tested by Ryan Cleveland Services, LLC. The inspection and testing of the fire sprinkler system is required every 10 years.
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- Annual fire Sprinkler Back Flow Prevention Assembly test required by the City of Kirkland were completed by a license contractor.
- Security alarm system malfunction was inspected, and problem resolved by professional contractor.
- IMAN Indoor air quality and filtration was inspected by the King County representative.

### Challenges

- A building the size of IMAN requires a significant amount of attention for its general upkeep and maintenance. We have been blessed and fortunate to have people with flexible working schedules who have been able to help. Longer term, it might be necessary to have a dedicated facilities manager.
- IMAN roof, now >14 years old, needs a thorough maintenance. Leaks have appeared at the main hallways which have been patched by Facilities team volunteers. There may be one or more areas of the roof that require a significant repair.

### Opportunities

- Continue strengthening the Facilities Subcommittee

### Recommendations for next year

- Develop a facilities maintenance manual.
- Continuation on the Remodeling proposal for a banquet Hall and recreational area for children's activities.
- AV system upgrades
- Re-carpeting the main prayer hall.
- Develop a facilities maintenance manual.
- Increasing community involvement & awareness in keeping the facilities clean and safe.
- Install security cameras at the entrances and the parking area.
- Improve signage throughout the building (interior).
- Consider major IMAM Center remodel – see discussion under Section 4.0.

## 2.5 Hospitality Committee

### Members

**Chair:** Kaniz Khaki, Hayatullah Haidar

**Committee members:** Kiyam Mansuri, Nuri Mansuri, Firdos Al-Haddad, Zahra Ghatrani

**Additional helpers:** Hossein Razaee, Karim Al-Haddad, Sabra Rizvi, Shakera Habib, Robina Qureshi, Nafisa Jasani, Rahmatullah Faizi (Hamid)

### Accomplishments

- Hospitality Team served the community by ensuring a safe, healthy, and welcoming environment at IMAN Center of Kirkland for all in-person scheduled events
- Hospitality Team ensured the center is ready from beginning of the program till the end by making sure setup/cleanup tasks are performed
- Hospitality Team ensured that all the necessary supplies for running a smooth program are sufficient and replenish any items running low. I.E.: Food serving supplies, Kitchen/Restroom cleaning, sanitization and upkeep supplies.
- Hospitality Team ensured that Kitchen and Restrooms are hygienically clean prior to beginning of all in-person programs and are cleaned and sanitized after each event.
- Hospitality Team ensures that sanitization occurs during the programs due to abundance of caution since the pandemic
- Hospitality Team ensures that items such as chairs or mohrs/tasbih moved during the program are placed in their appropriate locations at the end of each program
- Hospitality Team ensures that vacuuming and toilet cleaning occurs after each event
- Coordinated sign-ups and distributions of food for all in-person planned events
- Coordinated in-person on-demand volunteers to help ensure that the in-person events can run as smooth as possible. This provides opportunities for those that are unable to sign-up ahead of time and yet be able to contribute towards serving the community.
- **Eid-ul-Fitr:** Served community during entire Holy month of Ramadhan including full Iftar on Fri, Sat and special A'amaal nights by accommodating between 150-200 community members. In addition, accomplished serving Eid Brunch close to 350-375 community members.
- **Eid-ul-Adha:** Served Eid-ul-Adha Brunch.
- **Muharram:** Coordinated Tabarruk sign-ups, helped distributions and serving the community
  - Helped coordinate and serve meals for the maulana during Muharram stay.
- **Arbaeen:** Hospitality served IMAN sponsored Tabarruk in addition to all setup/clean up tasks.
- **Milad un-Nabi + IMAN 25<sup>th</sup> year anniversary:**
  - Decorating the IMAN Center for the celebration event
  - Coordinated catered food
- **Dua-e-Kumayl:** Provide light snacks by community specially by members like Sr. Kiyam/Br. Nuri.
- **Private Events:** Private events may include memorial service by community members and may include members that are part of community at large. During such events, Hospitality Team coordinates and ensures that some core team members are available and hands-on for managing any private events so that the sanctity and security of the center is intact. Core team members managing the event ensures that the Vacuuming, Kitchen and Bathroom (including toilets) cleaning and sanitization occurs after the private event.
- **Family Night:** Family Night event began with the Potluck Thanksgiving Dinner. This opportunity provided community to come together once again in a safe environment at the IMAN center.

- **Use of social media:** Use of social media apps like WhatsApp is helping us coordinate with community better than years past

### **Challenges**

- Our core volunteer pool is older generation. We need to encourage and engage new and younger people to join our team. People don't want to commit ahead, once they are at the center, they are ready to help.

### **Opportunities**

- Encourage and engage younger members of the community to participate in Hospitality Committee activities, especially during the pandemic as the older generation volunteers are more vulnerable.

### **Recommendation for the next year**

- Nurture communities of service and build a congregation of character

## **3.0 Other Services and Activities**

### **3.1 Funeral Services**

Members of IMAN have continued to provide funeral services when contacted. IMAN recommends the services of the House of Mercy in Kent.

As we see continued cases where bereaved families insist on burying at cemeteries in Bellevue, Redmond, Issaquah and Lynnwood, there is a need for a dedicated Muslim section at local cemeteries.

Muslim Association of Puget Sound (MAPS) continues to be very cooperative with our community whenever there is a need to use their Ghusl facilities and even arranged for additional volunteers when needed. We would like to express our gratitude for their generosity and continued cooperation.

Given the increased demand in recent years, more people are needed to help with funeral services. Those interested to help can sign-up by joining the [funeral@iman-wa.org](mailto:funeral@iman-wa.org) email list, where notification is sent when volunteers are needed.

### **3.2 Aqd Nikah Services**

As a sign of a growing community servicing increasing needs, IMAN conducted several Aqd Nikah ceremonies during the past year as a service to Muslims in the area. We have an established process in place that streamlines the Aqd using a draft marriage contract that was designed by the World Federation. The services provided include issuance of a Certificate for Islamic Nikah as well as the official Certificate of Marriage for the State of WA.

IMAN is also approached occasionally to witness and document the pronouncement of Islamic Talaq (Divorce). One area of expansion to be considered is Islamic matrimonial services to facilitate match making and marriage counseling.

### **3.3 Newsletter/Communication/Web Site**

Communication with IMAN community has been through announcements during our programs online or at the IMAN Center, our web site, our Twitter account, our Facebook page, WhatsApp groups and through email lists. IMAN's website and use of digital and social media needs enhancement. This is an area with huge potential to better communicate and stay in touch with the IMAN as well as impact the broader Seattle community and can benefit from passionate and dedicated volunteers.

### **3.4 Greater Seattle Social Support Network**

Greater Seattle area continues to receive its share of refugees and immigrants who have had to flee oppression and/or violence. Many of these new arrivals in this land of immigrants are facing numerous life challenges to re-establish themselves. IMAN Social Services committee over the years has done a commendable work in providing financial help (for rent, medical bills, groceries, auto-repairs, etc.) to those in need. The geography served by IMAN Social Service volunteers spans from Des Moines to Everett. The limited assistance provided by IMAN through its small volunteer bases is much appreciated and has helped many avert crisis.

IMAN Executive Committee recognizes that this small volunteer base cannot sustain the growing base of people who need help or will need help. Further, people who find themselves in difficult life situations are often in need of more assistance to get back on their feet than the small (e.g., < \$500 rental assistance) that is provided. It is for this reason we need to shift focus to redirect those applying to IMAN for assistance to

first contact Islamic and other Faith based and/or community centers which are in closer proximity to the aid applicant. By doing so, we hope with time, to grow the social service volunteer base that can come to assist people in difficult financial or health situations and also tap into a broader donor pool.

The shift of focus in how the social services committee will operate will require us to engage more Islamic communities and when necessary, train and/or assist these communities to build competencies in their social service arms. Talent within the IMAN community is needed to network and when necessary, share best practices developed at IMAN with other organizations in the Greater Seattle area.

لَيْسَ الْبِرَّ أَنْ تُوَلُّوا وُجُوهَكُمْ قِبَلَ الْمَشْرِقِ وَالْمَغْرِبِ وَلَكِنَّ الْبِرَّ مَنْ آمَنَ بِاللَّهِ وَالْيَوْمِ الْآخِرِ وَالْمَلَائِكَةِ وَالْكِتَابِ وَالنَّبِيِّينَ وَآتَى الْمَالَ عَلَى حُبِّهِ ذَوِي الْقُرْبَىٰ وَالْيَتَامَىٰ وَالْمَسَاكِينَ وَابْنَ السَّبِيلِ وَالسَّائِلِينَ وَفِي الرِّقَابِ وَأَقَامَ الصَّلَاةَ وَآتَى الزَّكَاةَ وَالْمُوفُونَ بِعَهْدِهِمْ إِذَا عَاهَدُوا وَالصَّابِرِينَ فِي الْبَأْسَاءِ وَالضَّرَّاءِ وَحِينَ الْبَأْسِ أُولَئِكَ الَّذِينَ صَدَقُوا وَأُولَئِكَ هُمُ الْمُتَّقُونَ

4:1 Righteousness is not that you turn your faces toward the east or the west, but [true] righteousness is [in] one who believes in Allah , the Last Day, the angels, the Book, and the prophets and gives wealth, in spite of love for it, to relatives, orphans, the needy, the traveler, those who ask [for help], and for freeing slaves; [and who] establishes prayer and gives zakah; [those who] fulfill their promise when they promise; and [those who] are patient in poverty and hardship and during battle. Those are the ones who have been true, and it is those who are the righteous.

### 3.5 Outreach Efforts

Reliable sources of information about Islam and opportunities for others to interact with practicing Muslims continue to be of great interest to the broader community to develop a better understanding of Islam and Muslims.

IMAN maintains an open-door policy to all its programs and activities.

Br. Jawad Khaki visits local area churches and educational institutions on as need basis.

When possible, participate in the monthly [F.I.R.E.](#) planning meetings to explore ways to promote interfaith understanding and cooperation on the Eastside. Topic for [January 23, 2022, Interfaith Dialogue was on Islam.](#)

IMAN participated in the [Celebrate Kirkland 4<sup>th</sup> of July 2022 Parade.](#)

#### Challenges

- Need more people to help with Community Outreach.

#### Opportunities

- Educating our neighbors and colleagues on Islam and Muslim
- Improve resources available on the <http://iman-wa.org>

#### Recommendations

- When qualified people with a strong commitment and time available can be identified, classes related to specific Islamic beliefs and practices ought to be offered on a regular basis.
- There need to be well thought out, well supplied and easily accessible resources available for visitors, those interested in learning about Islam or Muslims, and for new converts.
- Stimulating discussion among IMAN members interested in these areas is recommended as a means for clarifying outreach interests, level of commitment, and resources needed. Recruitment of IMAN members to be involved in outreach efforts must be done in the context of their existing commitments. Individuals interested in reaching out tend to be the same members who are already heavily involved in multiple IMAN activities.
- There is a continuing need for improved coordination between Muslim Communities as part of Greater Seattle Council of Muslim Communities.

### **3.6 Dr. and Mrs. Amir-Hossein Naini School Scholarship Fund**

This year, the committee continued to publicize the existence of the scholarship both through email campaigns as well as postings at local and private university institutions in the US.

Three applications were received and, though only two were deemed to be complete, all three application candidates were assessed and interviewed as part of the committee's desire to learn what opportunities, if any, the Committee has to ensure candidates submit completed applications.

With two IMAN members currently supporting the scholarship fund, the committee unanimously awarded a \$10K graduate scholarship to one individual who is a PhD Sociology candidate at the University of Washington (class of 2025) with stellar academic and non-academic qualifications. The awardee's studies are, in part, focused on understanding the root causes and impact of Islamophobia in the United States.

The Committee continues to seek a third Committee member to join. Though several candidates have been interviewed, none have been identified to date. Referrals for a new committee member who has attended graduate school in the US and excelled in their field of choice are welcomed.

To date, 5 of the 6 awardees of this scholarship have been women, covering fields as diverse as medical, Anglo-Middle eastern linguistics and immigrant policy making studies, representing diverse cultural and geographical heritages.

The Scholarship fund continues to annually grow with more donations received and with the goal that the income from the fund will cover the cost of the annual scholarship award made.

## 3.7 Youth Activities

### Establishment of official IMAN Youth Committee

The IMAN Youth Committee (YC) was established this past year. In April 2021, the Terms of Reference for the Committee were drafted and sent to the IMAN Executive Committee for approval. After discussion with the EC, feedback to the TOR was incorporated, and the Youth Committee was officially formed. It was decided that the committee would be comprised of a Leadership team, with a President, Vice President, Secretary and Treasurer, of High school aged students elected from the IMAN community; supported by representatives elected from the IMAN Sunday School classes.

Applications for the elected positions for the Youth Committee Leadership team were invited in May 2021, and then Elections for the Leadership Team were held. A six-person Leadership Team of high school-aged students was created. The Student Representative elections were conducted in May. From it, three additional members were elected. Below is the elected Committee:

Leadership Team:

- President - Mariam Kazmi
- Vice President - Alizeh Zaidi
- Treasurer - Saif Zaidi
- Secretary - Ali Naqvi
- Activities Promoters - Daania Abbas, Alaa Al-Musawi

Class Representatives:

- 4<sup>th</sup> Grade Rep – Laila Kamin
- 4<sup>th</sup> Grade Rep – Pakan Dadfarnia
- 7<sup>th</sup> Grade Rep – Mohammad Kazmi

### Activities for the year

The formal Youth Committee was established towards the end of the last year.

- **Winter Clothing Drive** - In partnership with two organizations led by IMAN Youth, Count Me In and English 1 on 1, the YC hosted a winter clothing drive at IMAN. Members of the community brought in brand new winter clothing items, such as hats, jackets, and gloves. These were then donated to [Refugees Northwest](#), an organization dedicated to providing resettlement, housing, and other general assistance services to refugee families in the area. This drive was especially important earlier this year due to the influx of Afghani refugees arriving in large numbers to the Seattle area. Many did not have appropriate winter clothing, so we hoped the drive would better enable Refugees Northwest to fulfill this urgent need of their clients.
- **Care Packages** - Many youth from IMAN got together to assist in assembling care packages for homeless individuals in the area. The logistics of the occasion were planned out by the YC, and the committee also advertised it to ensure that we had

enough volunteers. These packages were specifically donated to [Tent City](#), a homeless shelter in Seattle, through a member of the IMAN community. Non-perishable food items, socks, and hygiene items were included in the packages and were all donated by youth and their families who participated in the event. This was quite a successful charity event as we created more than 50 packages.

- **Sunday School Graduation Ceremony** - This year, the Youth Committee planned a brief graduation ceremony for the Sunday School student body. We sent out forms for those interested in giving speeches and created a layout and plan for what the day would look like. Certificates of Participation were printed and given to each student. One challenge was working around the PTA's bake sale and leaving enough time to fit in all the festivities of the day.
- **Imam Ali (a) Art Competition and Pumpkin Carving Contest** - The Youth Committee created and printed out certificates of participation for two PTA-planned events, the Imam Ali (a) Art Competition and the Pumpkin Carving Contest. We also assisted in judging each event. It was a little difficult getting the entire YC together for judging. Next year, we hope to create a more concrete meeting schedule in order to have more regular meetings where everyone is in attendance.
- **Sunday School ID Cards** - During the Sunday School Open House, the YC had a photographer from outside the IMAN community (a friend of one of the members who attends MAPS), take professional pictures of each student for ID cards. We did not get pictures of all students and teachers, so the ID cards are still a work in progress. We have about 30 printed out and laminated but still need more images. Hopefully, this will be the first project that we complete in the next year.

## 4.0 Executive Committee Recommendations for 2022/2023

Our recommendations for the coming year are presented below.

### 4.1 Increased Community Engagement

IMAN members have an opportunity to build a strong spiritually vibrant caring sharing community in the beautiful Pacific Northwest – a community that draws its inspiration from our beloved Prophet Muhammad and his blessed Progeny (peace be upon them all).

Our ability to succeed in establishing such a vibrant community depends on the active involvement of more people than the current level of participation.

As was the case at the dawn of Islam in Medina, or when Ibrahim A.S. and his family migrated to Mecca, it all starts with building spiritual strength through the establishment of regular prayer and a communal strength through pursuance of common goals in the development of our families and neighborhoods.

وَأَقِيمُوا الصَّلَاةَ وَآتُوا الزَّكَاةَ وَارْكَعُوا مَعَ الرَّاكِعِينَ

2:43 And establish prayer and give zakah and bow with those who bow.

We need to recognize that we are living in a dynamic USA that itself is undergoing transformation due to a variety of factors.

We are fortunate in to be living that in a community that values diversity and inclusion and would like us to play a more prominent role in the shaping of our shared future in this beautiful part of the world.

ادْعُ إِلَى سَبِيلِ رَبِّكَ بِالْحُكْمَةِ وَالْمَوْعِظَةِ الْحَسَنَةِ وَجَادِلْهُمْ بِالَّتِي هِيَ أَحْسَنُ إِنَّ رَبَّكَ هُوَ أَعْلَمُ بِمَنْ ضَلَّ عَنْ سَبِيلِهِ وَهُوَ أَعْلَمُ

(بِالْمُهْتَدِينَ 16:125)

16:125 Invite to the way of your Lord with wisdom and good instruction and argue with them in a way that is best. Indeed, your Lord is most knowing of who has strayed from His way, and He is most knowing of who is [rightly] guided.

We are blessed with an educated and informed base that is resourceful and well positioned to make significant contribution not only in the development of our families but also the broader Muslim and non-Muslim communities and neighborhoods.

Let us come together and realize our potential – knowing full well that we will be held to account!

ثُمَّ لَتُسْأَلُنَّ يَوْمَئِذٍ عَنِ النَّعِيمِ (102:8)

102:8 Then you will surely be asked that Day about pleasure.

Our activities, for adults and youth, need increase participation and volunteer capacity person.

Monthly family nights are a good start. There are many opportunities to compliment these with other post event follow-up activities and socialization to strengthen ourselves as individuals, families and as a community.

## **4.2 Caretaker Position**

IMAN needs to budget for and hire a Caretaker for basic upkeep of the IMAN Center thus relieving pressure off people in key volunteer roles.

## **4.3 IMAN Center Remodel**

September 2023 will mark 15 years since remodeled our current IMAN Center facilities. We have identified important needs that the present facility does not adequately meet:

- Ability to organize a variety of community activities to better engage young and old alike.
- Community kitchen and banquet hall for people to enjoy sit down meals during various community gathering, e.g., iftar dinners

Now is the time to remodel the IMAN Center to address unmet needs as well as investigate other opportunities to serve e.g., health clinic, affordable cost housing on IMAN premises, etc.

## **4.4 Succession Planning**

For continued stability, sustainability and growth of IMAN, Directors of IMAN, with the help of membership, need to focus their attention on succession of individuals in key roles at IMAN some of whom (e.g., Br. Jawad Khaki, Sr. Kaniz Fatima Khaki) have been serving for the > 25 years.

Of these roles the most critical is that of Br. Jawad Khaki who wears several hats: President, Imam of the congregation, Treasurer, Program Committee Lead, Community Outreach Lead – the external face of IMAN, Member of the Facilities Sub-Committee, Sunday School teacher.

For each of those roles, we need to identify potential successors and have these successors be mentored/groomed to assume these roles over time.

The succession exercise is something that will require time to complete and the sooner and needs to start soon especially as these individuals approach their retirement age.