



Ithna-asheri Muslim Association of the Northwest

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IMAN Annual Report of Activities 2012-2013

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1 Executive Committee Report for 2012/2013

IMAN Executive Committee (EC) expresses gratitude to its membership for the opportunity given to it to serve the term ending September 30th, 2013. This report outlines our progress and activities since October 1st, 2012. 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, there were many activities offered and pursued by the IMAN community. The following observations augment what is covered in sub-committee reports.

The following were the IMAN Executive Committee members for 2012/2013:

Hamed Esfahani	President
Sameer Tejani	Vice President
Meisam Seyed Aliroteh	Secretary
Mohammad Nikjoo	Treasurer

1.1 Executive Committee Priorities

From the recommendations of last year, the three areas discussed below had a priority focus from the Executive Committee.

Children and Youth

As a community we need to make the children and youth a priority. Building on last year's momentum on this front, this year we have been able to have some more youth-oriented activities throughout the year.

Many of these activities depend on having adequate volunteers to lead and organize such programs.

IMAN subcommittees need to figure out a way to engage the youth in various activities and encourage them to participate. In addition we request all parents to offer ideas, act as mentors, and volunteer to lead, coordinate, and participate in these various activities. Below is a summary of the key youth oriented programs we have had throughout the year.

Milad-un-Nabi Program

The Milad-un-Nabi program at IMAN was driven by the school and it was encouraging to see a good attendance across the spectrum. More can be done here to combine IMAN programs with school activities.

Ramadhan & Muharram Programs

This year Sr. Zina Alnoor stepped up to organize youth and children's programs during Muharram and Ramadhan. During Muharram we had evening programs specifically for the youth and children, running alongside or combined with the adults program. During Ramadhan

the children were encouraged to learn and memorize short Surah's from the Holy Qur'an and they were invited to come on the stage during the final nights of the month to recite in front of the attendees. The children were quite enthusiastic throughout the month of Ramadhan to participate in this program. All participants were recognized and received prizes on Eid-ul-Fitr. This was made possible with the help of several volunteers who were willing to dedicate their time to running these programs and forgo their own participation in the adult programs and lectures.

Ramadhan Girls' Youth Group

This year Sr. Asma Noray proposed to start a Ramadhan youth group for girls in the teenager age group. IMAN EC is thankful to Sr. Asma for taking initiative to present the proposal to EC and Program Committee and committing to implementing it. Below is the report from Sr. Asma:

The 2013 IMAN girl's youth group was created as an effort to provide a comfortable, open, and productive space during Ramadhan for girls in the IMAN community to discuss issues related to being a Muslim youth in America. Our meetings took place every Friday, Saturday, and Sunday for an hour before the main daily lecture, and covered several topics that participants suggested as ideas towards the beginning of the month. In this way, we were able to discuss issues that we found were most relevant to our lives. Some of these topics included Hijab, a woman's role in Islam, Wilayat in the absence of Imam Mehdi, Islam on LGBT issues, college and career choices, and peer pressure in high school. Another beneficial part of this youth group was the opportunity we received to have open ended discussions with the Ramadhan speaker. An essential part of making these sessions productive and worthwhile for both the speaker and the group was planning a list of questions or general themes ahead of time. Having access to a scholar also solved the major challenge of dealing with questions that could not be answered by our own limited knowledge.

In the future, our vision for this program is to expand it to include community outreach opportunities and events that the youth can also participate in throughout the year. For example, feed the homeless events, or tutoring services for underserved neighborhoods. Ideally, these events would run once a month, but a starting point would be to test them during the summer months. Also, if interest is shown, the IMAN youth could also reach out to other Muslim youth groups in the area in order to build connections with different Muslim communities and gain exposure to a wider diversity of ideas. If this is successful, interfaith dialogues could also be arranged with youth groups of other faiths in the area.

Overall, this Ramadhan girls youth group was successful in its original goal of creating a space to discuss day to day issues involving Muslim youth, but also in creating a foundation for continuing such programs in IMAN in the future.

Weekly Children Programs

Last year we started a step towards having enriching programs for children on regular basis throughout the year; not just limited to the major occasions. This year we had programs specifically tailored for children and youth nearly every Friday evening, with very few exceptions. IMAN EC has welcomed and supported this proposal and recommends building on it in the coming years. We have received positive feedback from a few parents, saying that their children are excited to come to IMAN on Friday evenings.

Volunteer capacity

In order to be able to run all our activities and programs successfully, we need a large pool of volunteers. Currently, a small group of volunteers are doing a lot of work in the day to day running and maintenance of IMAN. This limits the amount of activities we can take on in a particular year and also risks burn out of those overworked small group of volunteers.

We have good participation from the community for the everyday tasks like setup and cleaning during major events like Ramadhan and Muharram. We need to tap into this energy for the rest of the year when we need help in activities like cleaning the center, Together We Build, small maintenance tasks, etc.

An important need is to have people step up and take the lead in planning and organizing events, especially the ones involving our children and youth. It was particularly challenging to organize the children's Ramadhan program this year as there were not enough people available to plan and organize the program for each of the age groups.

Increased Scholarly Presence

Securing the services of a resident scholar for IMAN is a topic that has been under the consideration of IMAN EC and Board for several years. We decided last year to dedicate one of our three main priorities to increasing scholarly presence at IMAN. The programming budget was increased this year for this purpose. The Program Committee was able to increase scholarly presence at IMAN via live or recorded lectures by various scholars throughout the year. The video lectures have been well received by the community. Also this year we had a visiting scholar from Qum seminary, Dr. Farrokh Sekaleshfar, for the entire month of Ramadhan. More can be done on this priority in terms having visiting scholars throughout the year, not only on major occasions such as Ramadhan and Muharram.

In addition, we thank the community members for contributions to the operational expenses at IMAN. As has been noted in past years, we need to create sufficient reserves for maintenance and renovations that will be necessary in the times ahead. For example, we do not have sufficient reserves funds to repave the driveway which is showing signs of wear. Thanks to the available reserve funds, we were able to complete some of the much needed repair work, such as re-sloping the landscaping to divert water from the building (source of the moisture problems we had at the lower level in previous years) and interior paint and wall repairs.

This was the second year where we had a formal fundraising effort after Eid-ul-Fitr and we received pledges for about \$46,000, \$31,000 of which has been collected as of the end of this fiscal year. Alhamdulillah, with the help of many dedicated community members, the fundraising event was a success. This was the second year where we invited a guest speaker/presenter specifically for the day of the fundraising event. Having the speaker has shown to be effective. The Executive Committee recommends that we continue to explore this option for future fundraising events.

IMAN community has reached out and responded to various invitations to promote interfaith understanding and dialogue. We thank Br. Jawad Khaki for leading and representing IMAN for most of these efforts.

IMAN community continues to weather the effects of a bad economy. Rising social services disbursements are a significant portion of the IMAN expenditure. The Executive Committee appreciates the generosity of all donors in these tough economic times.

1.2 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 including economic hardship locally. This includes our responses to African Relief and Afghan Relief efforts, details of which can be found in the financial report.

1.3 Funeral Services

Members of IMAN have continued to provide funeral services when contacted. IMAN recommends the services of the House of Mercy in Kent. Because we see continued cases where bereaved families insist on burying at cemeteries in Bellevue, Issaquah and Lynnwood, there is a need to make arrangements with local cemeteries for a Muslim section. This is an opportunity to cooperate with other regional Islamic organizations.

We also would like to encourage more people to sign up and help out with funeral services.

1.4 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.

1.5 Newsletter/Communication

Communication with IMAN community has been through announcements made at the IMAN Center, our web site and through email lists. The IMAN website continues with incremental improvements by adding relevant information on Islam. This is still a work in progress. This is an area with huge potential to impact the broader Seattle community's understanding of Islam and Muslims.

2 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 2012-2013 began in the middle of September with the following individuals serving in the sub-committee:

- **Sameer Tejani** (Principal)
- **Ameen Eetemadi** (Vice Principal)
- **Zina Alnoor** (Co-Administrator)
- **Farhan Ali** (Co-Administrator)
- **Farzana Noray** (Treasurer)
- **Ali Mansoor Naqvi** (Secretary)

Accomplishments

- **Classes:** The primary goal of the school is to conduct regular Islamic classes for students. We had over 80 students enrolled this past year, and established seven classes for each age group in Quran Reading, Prayer, Akhlaq, Fiqh, Quranic Studies, and Islamic History. Some classes were at capacity.
- **Pre-K classes:** We had a successful pilot Pre-K class this year. This will be permanently established in the next school year.
- **Curriculum:** We continued using the curriculum books that were established from last year with some being edited based on feedback from the first year in use. The curriculum has made it easier for teachers to use prepared material and for students to catch up in case they missed a class. At the same time, researched other curriculums to improve on the current set.
- **Salaat:** The salaat class was divided into two classes based on ability. This allowed each class to concentrate on specific skills and students took the opportunity to learn and move to the next level.
- **Finances and Tuition:** All parents paid their tuition this year. 10% of the families were on scholarship. As agreed with the EC, half of the revenues from tuition were contributed towards IMAN Center expenses.

- **Milad-un-Nabi:** The school along with the programs committee used the Friday evening program to have a Milad-un-Nabi program exclusively run by the students. There were multiple presentations and songs performed by the students. There was also very good attendance across the whole community.
- **Recognitions:** The school conducted an end of the year awards ceremony for its students.
- **Parent Volunteers:** Parent volunteer signup was much better this year than years past. We had 91% of parents completing at least 20 hours of parent service tasks and at least one family opting to pay \$200 as they were not able to make the committed hours.
- **Snack Time:** All students were provided a small snack every week. This helped keep students energized to complete the day. We also had monthly pizza lunches – something that students looked forward to.
- **School-wide testing:** There were two testing periods during the school year where students are evaluated on what they have learned. This has helped with aligning the whole school with exam weeks.
- **Safety:** We had a successful fire drill with the school evacuated under 3 minutes. In addition, we implemented a new security plan that ensures that parents and students can enter the building from the entrance downstairs.
- **Social events:** We had a successful mid-year social event at Farrel-McWhirter Park. In addition we had our annual camp at Sound View camp in Longview with about 50 people attending.
- **Parenting class:** We had a well-attended parenting class led by two professionals.
- **Committee:** Having a full committee with two administrators really helped ensure the load was covered by all. Going forward, we will have two administrators, one for student registration logistics and one for parent volunteer logistics.
- **Updated Governance Model:** Following the parents meeting in April 2012 it was agreed that the positions of Principal, Vice Principal, Administrators, Treasurer, and Secretary will be appointed the EC. There would be 2-3 parent liaisons nominated by the parents' body to represent the parents on the school committee.

Challenges

- **Parents committee:** We need to figure out how to better engage with the parents through the parent liaisons.
- **Lack of teachers:** We had more teachers this year, though some of them had to take on multiple classes. We need to reach out to parents to volunteer as teaching assistants as well as recruit previous students to come back and teach.
- **Hijab:** All students and parents are required to observe hijab when attending Sunday School. There have been cases where students are not observing (e.g. boys dressed in shorts, girls forgetting their scarves) and we need to raise awareness with the parents. An idea proposed for the girls is to hold a hijab wearing session where they can learn different ways in wearing their hijab. In addition, we can do a better job of recognizing and encouraging those students who are always observing hijab.

- **Integration into the IMAN Community:** The parents and students need to be more integrated into the IMAN community. This includes participation in the Friday programs and establishing other programs as well (similar to the Milad-un-Nabi program).

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. These students are also looking for volunteer opportunities to fulfill their volunteer requirements at school
- Many Sunday school children do not participate in other programs at IMAN. We need to find ways to create an environment for children to be able to participate in other IMAN programs so that they get an opportunity to enforce what they learn during the Sunday School (see integration above on some ideas). A good example was the participation we saw from the children reciting Qur'an during the Ramadhan programs.

Recommendations

- Interaction with other IMAN sub-committees to put the focus on children during regular IMAN programs, so that the learning goes beyond the time spent at Sunday School and combines it with other programs at IMAN.
- Parents working together with students during the week to ensure that the education imparted on Sundays is reinforced during the rest of the week.
- Parent support group: create an environment where parents can meet regularly to learn from each other, support each other and the school.

The school would like to thank all the teachers and volunteers who dedicated their time in making 2012-2013 a successful year. The school committee for 2013-2014 appointed by the EC at the end of the school year was as follows:

- Sameer Tejani (Principal)
- Ameen Eetemadi (Interim Vice Principal)
- Farhan Ali (Co-administrator)
- Ali Mansoor Naqvi (Co-administrator)
- Farzana Noray (Treasurer)
- TBD (Secretary)

The parents who were nominated by the parents body to serve as parent liaisons included:

- Natasha Habib
- Syed Ahmed Hasan

The new school year started on September 15th. We have more than 90 students enrolled this year and 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 Program Committee

Alhamdulillah this has been another full year of vibrant activity with regards to Programs at IMAN. Program Committee work requires many hours of work from many people that may not be obvious to most. This not only includes PC meeting time, but outside of the meeting work to follow-up on various aspect of programming, not to mention significant speaker time investment.

Members

The following were the IMAN Program Committee members for 2012/2013:

- **Meisam Seyed Aliroteh**, Chair
- **Jawad Khaki**
- **Moustafa Nouredine**
- **Robina Qureshi**

The following are the current IMAN Program Committee members for 2013/2014:

- **Robina Qureshi**, Chair
- **Jawad Khaki**
- **Meisam Seyed Aliroteh**

Accomplishments

1. The following regular programs were conducted during the last year:
 - a. Maghrib/Isha prayers every night at IMAN.
 - b. Dua Kumail program followed by Reflections from Nahjul Balaghah on Thursday evenings.
 - c. Friday Juma prayer and evening program.
 - d. Fajr prayer on Sunday mornings followed by Dua Sabah and breakfast.
 - e. Wiladah and Shahadah of the Ahlul Bait per WF calendar.
 - f. Themes of the months drew from recent events and occurrences around the world, and featured speakers that are well received by the community.
2. Conducted a successful Muharram program:
 - a. Shaikh Muslim Bhanji was the scheduled speaker for the month of Muharram however he was not able to secure a visa in time to visit us.
 - b. We were able to work out a plan with the Jaffari Center in Toronto and obtain the video recording of the Muharram lectures by Br Hassanain Rajabali on the same day that they were delivered.
 - c. Despite the lack of a live speaker, the community was pleased with the video lectures and provided positive feedback.
 - d. Provided marsiya and latmiya recitation in Urdu, Arabic, Farsi, and English languages.
 - e. All-day programs for Ashura and Sham-e-Gharibaa
 - f. Great community support in preparing food for Ashura
 - g. Organized engaging programs and activities for the children during Muharram:

- i. Organized two separate sessions for ages 4-6 and 7-14.
 - ii. Provided children with lessons and teaching from the event of Karbalaa that was at their level, with small and engaging project to keep them interested.
 - iii. Marsiyah and Latmiyah recitation by the kids in the main prayer hall for the adults.
- 3. Conducted a successful Ramadan program:
 - a. Dr Farrokh Sekaleshfar was our guest speakers for the entire month.
 - b. Provided a detailed calendar of events to the community one week in advance ensured smooth running of the programs and better participation.
 - c. Continued with the modified format of the programs from last year. Daily iftar was discontinued due to the late time of iftar, and instead was replaced with light refreshments.
 - d. Continued to provide full iftar on Fri/Sat/Sun nights as well as the special Qadr/Amaal nights.
 - e. All-night program on the eve of 23rd included sohur and ended with Fajr prayer with great participation.
 - f. High attendance at Eid prayer and breakfast.
 - g. Variety of adult programs such as Quran recitation for men and women in Arabic and English, dua recitation, and main lecture by the visiting speaker.
 - h. Variety of youth and children programs:
 - i. Qur'an Memorization/Tafseer for children and youth, where participants memorized and recited chapters from the 30th Juz and presented to the adults near the end of Ramadhan.
 - ii. Daily Arabic Qur'an Recitation for children under 12.
 - iii. Children Sessions for ages 12 and under every Fri/Sat/Sun, as a continuation of the Friday evening children's program for the younger kids.
 - iv. Girls Youth Sessions for ages 13 to 19 every Fri/Sat/Sun focused on discussions around the topics that were presented by the visiting speaker, as well as topics pertaining to the current events and of being Muslim teenagers in America.
 - v. Youth Discussion Sessions with the visiting speaker to discuss various topics of their choice and seek answers for their questions.
- 4. Participated in and organized various outreach events with other communities:
 - a. Events hosted for school students, church groups and community at large received very positive feedback from the guests.
- 5. Arranged for live broadcasting of various events such as Muharram, Ramadhan, and interfaith programs.
- 6. Organized a new weekly children's program lead by Br Hamed Esfahani, which has been very well received, with approximately 10+ children attending every Friday.
- 7. Increased scholarly presence at IMAN via live or recorded lectures of various scholars throughout the year.

Challenges

1. Need to promote the spirit of volunteering in the community. All of the challenges listed below require participation and volunteering from the community members to in order to resolve the challenges and attain success.
2. Need to ensure that IMAN attendees and visitors stay respectful of the volunteers who are enforcing IMAN rules and guidelines.
3. Need more members in the committee, particularly more female presence.
4. We need to grow our speaker pool.
5. Need to use opportunities throughout the year to improve recitation during Muharram & Ramadan.
6. Need to continue finding diverse, stimulating, and motivating content for various programs.
7. Need to devise the means to bridge the gap that exists between IMAN daily programs and the participation of the youth of the community particularly those at IMAN School.
8. Need to devise programs that are specially tailored for the youth and children.
9. Finding and selecting reciters that meet the need of all of the community members, given that we have a diverse and multi-cultural / multi-lingual community.
10. Need to implement a method to ensure the safety of the children, and to discipline and prevent them from running in the hallways, hurting themselves and damaging IMAN property.

Opportunities

1. There is a need for programs that are specially tailored for the youth and children. The amount of participation from this age group is not satisfactory and IMAN needs to provide them with programs that are interesting and well suited.
2. We have a mounted camera in the main hall which simplifies live broadcasting of our Muharram/Ramadhan programs. Next step is to provide live transmission of all of our daily programs. We also need a simplified solution for archiving these recordings.
3. There is an opportunity to reach to the broader community and we need a more comprehensive set of programs geared towards this. An example would be providing more interfaith programs and inviting people of various faiths more often.

Recommendations

Note: The Program Committee cannot achieve the following recommendations without an increasing number of community members stepping forward as volunteers to work on any of these areas. The following had been recommended in the previous years, however due to lack of volunteering support from the community, many of them were not achieved. It is absolutely crucial for the community to recognize the importance of volunteering and to step up to work on these areas.

- Recruit more members for the committee, particularly more female members.
- Explore options of having remote *live* speakers in order to grow our speaker pool, and to provide more diverse content.
- Create a pool of local reciter for various Islamic occasions and events such as Ramadan and Muharram.

- Create special programs at IMAN for children and youth. The following are a few ideas that can be explored by the Program Subcommittee as well as other subcommittees at IMAN:
 1. Fun events for the youth
 - After school activities (indoor and outdoor)
 - Sports & activities teams
 - Monthly birthday party for kids and the religious figures in that month
 - Nasheed group
 - Cooking classes
 2. Complimentary educational activities
 - Tutoring for regular school homework
 - Competitions on Hifz Quran and Recitation
 - Daily Madrasah (after school and/or before Isha prayer)
 - Book club --> emulate from the life of the Ahlul Bayt
 - College preparation & counseling (writing essays, choosing classes, SAT classes, ...)
 - Create opportunities for the college youth to share experiences with others
 - Youth speaker development program – toastmasters program for the youth
 - 20-30 min programs per week focused on Quran (in addition to School)
 - Talk about historical events (e.g., stories about Imams, etc.)
 - Parental education events/classes
 - Understanding the American education system
 - Classes for the new Muslims
 3. Enriching existing programs to make them appealing to youth
 - Stories (Qur’anic & about religious characters) for the kids while the main lecture is in progress
 - Engage the kids by for example asking them to make a play/painting/etc. about the topics that are covered in the stories
 - Motivational guest speakers for the youth
 - Once a month, an event for parents-kids-IMAN School
 4. Nurture a culture of service
 - Ask the kids to do Adhan, Dua, etc.
 - Delegate responsibilities to organize to older youth
 - Assign them with task such as serving food, cleaning up, etc.11
 - Cooking at the shelter (every month send one kid from school for shelter cooking)
 5. IMAN Youth (teen) group
 - Run by the teens but guided by the adults
 - Organize by age groups and let the groups decide on the activities they want to do
 - Summer internships & Study/Volunteer locally/abroad programs
 - Debate teams (Discuss landmark/controversial/contemporary issues)
 - Newsletter club
 - Cross community (interfaith & intra-faith) networking & programs to foster relationship between youth
 - Mentoring & support network

In addition to the above, we realize that there is a broader need by the Shia Muslim communities around the world and in particular in North America, to keep their programs engaging and relevant to the daily lives of the attendees. This is an issue that requires involvement and planning at a grander scale than what the IMAN Program Committee can do. As such, we would like to make a request to IMAN Executive Committee bring up the following items during the annual meeting with NASIMCO and request their involvement and help:

1. Devising a plan and guideline to aid the Shia Muslim communities in producing program content that is engaging and relevant to daily lives and current affairs.
2. Devising a plan in aiding centers to have remote live sessions with speakers around the world in times of need (for example if a center is unable to secure a speaker for an event or a speaker is unable to join the community due to unforeseen circumstances).
3. Given the advancements in technology which has tremendously simplified global communication, devising plans for North American centers to have direct and live communication with scholars in seminaries around the world such as in Najaf and Qum.

2.3 Social Services Committee

Members

- **Hamed Esfahani:** Chair, caseworker.
- **Mohammad Nikjoo:** Treasurer.
- **Sarah Rizvi:** Committee member.
- **Alireza Hannani:** Committee member, Feed the Hungry program coordinator.

Accomplishments

1. Received and processed **36** unique applications for Social Service Aid
 - a. Many of the applicants required help and follow-up numerous times throughout the year (processed over **86** application inquiries).
 - b. **31** Applicants were approved to receive aid (based on how qualified their financial status was and whether they provided the needed information to the committee caseworkers)
 - i. Served **90+** Household members. **50+** Children
 - ii. 17 Refugee families
 - c. About 45% of the applicants were returning applicants from previous years.
 - d. Majority of applicants are families with 1 or more children.
 - e. Distributed over **\$45,000** for Social Services causes.
2. Caseworkers made over 25 visits to the families' homes
3. We have reduced emphasis on the Food bank donations in the last two years. We have encourage those who are interested to donate food to purchase small food cards instead. Most applicants prefer to receive food cards, even if they are in small amounts (\$5, \$10, \$20).
4. Identified local needy families (sayyid and non-sayyid) before Eid-ul-Fitr and distributed Fitra funds (Approx. \$5000).
5. Cooked warm meals for over 240 people at the Sacred Hearts Shelter in Seattle. A group of volunteers from IMAN participated in cooking dinners 8 times throughout the year.

Challenges

- Short staffed with caseworkers

- Increased number of applicants
- Increased demand for housing needs
- Increased amount of funds that each application is requesting (compared to previous years)
- Helping applicants with complicated cases that require ongoing follow-up during regular business hours

Opportunities

- We had a diverse set of applicants from various backgrounds and different areas in Seattle area
- Based on the feedback we get from the applicants, IMAN Social Services is becoming more known to the larger community. Applicants were referred to IMAN by other Masjids and organizations.

Recommendations for next year

- Do a better job of informing IMAN Community about Social Services activities and contributions.
- Continue building on existing connections and build new connections with the local Social Services organizations, such as shelters, food banks, tent city.
- Expand volunteer capacity in Social Services Committee (new members and more involvement from existing members).
- Forecasted budget need for next year \$40,000.

2.4 Facilities Committee

Members

Hossein Rezaee: Chair (point of contact)

Hamed Esfahani: Committee member (events coordinator, A/V, ongoing maintenance).

Accomplishments

- Completed landscape re-grading on east side of the building to resolve water collection and flooding at main foundation. Worked had started at the end of last fiscal year.
- Painted first floor class rooms and several areas on the main floor halls (hired professional contractor to do the work).
- Hired a company to do regular spraying of the building perimeters to prevent spiders and ants from coming inside (a problem we have for a couple of years now).
- The HVAC system internal filters were cleaned periodically and the external fillers (on the roof) replaced.
- Arranged janitorial service visits to do professional cleaning at least once a month. Extra cleaning was arranged for Ramadhan and Muharram.
- Maintained landscape areas throughout the year, and found temporary worker during summer months to water.
- Hired, scheduled, and made payment arrangements for professional services such regular window cleaning, landscaping, water plants, and repairs.
- Provided service for ongoing maintenance issues such as fixing leaks, cleaning HVAC filters, fixing light fixtures, door adjustments, renewing alarm license with City of Kirkland, responding to alarm calls, installation of decorative display pieces and other items requested by school or other subcommittees.

Challenges

- Responding to a series of requests from various sub committees to make changes to the facilities, or purchase/install new furniture or fixtures (prioritizing outstanding tasks with limited sources).
- Encouraging community members to treat IMAN facility as their own home and help with maintenance.

Opportunities

- Serving the community by providing a clean, organized, safe, and uplifting environment for our community. A facility that we can all be proud of and feel at home when attending programs.
- Growing the committee and enlisting more volunteers' help.
- Starting of IMAN Cleaning day effort. Planning to continue this on regular basis as a way of enlisting community support throughout the year.

Recommendations for next year

- Increasing more community involvement & awareness in keeping the facilities clean and safe.
- Investigate addition of security cameras at the entrances.
- Paint parking lot curbs (yellow) and parking slot lines (White).
- Prepare Rental Agreement (RA) form.
- Refine our annual budget estimate for ongoing maintenance cost.
- Encourage facility committee members to assume a greater responsibility on the day to day maintenance and up keeping of the building.
- Improve signage throughout the building (interior).
- Arrange for carpet cleaning for the upper level.
- HVAC external duct insulation maintenance and up keeping.
- Arrange a regular "General Cleaning Day" every three months.
- Inspection and service of fire and security alarm system.
- Several of the faucets need to be repaired or replaced.
- Ladies bathroom floor drain leaks to downstairs when there is standing water.

2.5 Resource Center Committee

Members

- **Syed Ali Mansoor Naqvi:** Chair
- **Jawad Khaki:** Volunteer/Advisor
- **Faezeh Azim:** Volunteer

Accomplishments

- Purchased some well-known titles that were missing from our collection:
 - Al-Kafi (2 volumes)
 - Al-Mizan English (all 12 available volumes)
 - Light of Holy Quran (we have 18 volumes now, just missing 19 and 20)
 - Adab-us-salat
 - Sahifa-e-Sajjadiya
- The book purchases were made through Al-Khoei in NewYork. In contact with Syed Razvi there, who should be a good resource for future procurements.

- We have successfully completed our second year with a functional Research Library that is part of the school. The Library is open every Sunday during school hours. The library provides a quiet environment that is used by Students and TAs for study and research
- Created an online catalog for the IMAN library on LibraryWorld.com, which is linked to the IMAN website, and set as homepage for the browser in the library computer.
- Around 70% of the books in the library have been labeled and entered into the online catalog, with help from Sr. Faezeh. From this catalog books can be searched, put on hold, and checked out by a librarian.
- A video library page has been added to the IMAN website, to make available the video resources we have on our IMAN Vimeo catalog.

Challenges

- Mashallah there are a lot of books in the library, and it is slow progress cataloging them.
- There are no other people on the resources committee, and there have been inconsistent volunteers, which makes progress slower.

Opportunities

- There are a lot of people, including IMAN students, who are interested in borrowing books from the library, and it would be good to provide the ability to the community to take a lot of good Islamic reading material that we have, home to read.
- There is content from IMAN programs and Sunday School, that we can make available to the students, parents and community via the IMAN website. We should add this content to the website.
- Add Librarian as a post that can be filled by Sunday School Volunteers who can help check-out and return books.

Recommendations for next year

- Finish cataloging the major sections of the library specially the Children's sections, and open the library for checking out books
- Finish cataloging all the books in the library, so maintaining and adding to the library is only incremental work.
- Purchase some new and interesting titles for the library
- Improve IMAN video library catalog with video recordings from the speakers at IMAN.
- Improve IMAN website with information and content from IMAN programs and Sunday School, e.g. slides, PDFs etc.
- The LibraryWorld.com catalog should be renewed for at least 2 more years, as we enable checking out in the library. EC can provide guidance on the criteria for patrons permitted to check out (Sunday School students and IMAN members?).

3 Additional Activities

3.1 Together We Build

This year we marked Together We Build's 12th anniversary year. Together We Build is an interfaith coalition of Christians, Jews, and Muslims seeking to find common ground and learning from one another as we work together to build houses for low-income families in East King County. For eleven years now, each year we have sponsored two weeks of building together with Habitat for Humanity. In

conjunction an interfaith service at one of our churches, synagogues or Islamic centers has been held. Each year there has been a one-day youth program on the build site. In addition, we have raised enough money to pay for the marvelous lunch served each day at the Habitat build, and sent additional funds to Habitat for Humanity. You can find more about Together We Build on <http://togetherwebuild.org/>.

Success of this cross group initially was because of the continuing and enthusiastic support from the leadership of the participating Jewish, Christian and Muslim congregations. TWB was originally formed as a response to the 9/11 events, and continues to be an example of what each of our faiths truly teaches. We each have our differing beliefs, and certainly many points of both politics and religion on which we disagree. None of these, however, is a cause for violence. Together we assert that our various positions will be advanced and reconciled only through understanding, dialogue and good example. That is the message of TWB and the message we bring to the community in this year of remembrance. Each year, we have come together, both in prayer and in work, to bring this message forward. In the process we have been enriched by our association. We have also become a key component in Habitat for Humanity's efforts, working two weeks each year and collectively raising funds.

IMAN did really good with volunteer participation and coordinating efforts to ensure all critical tasks planned would continue with another successful year. Although, we are at a point where we need to evaluate our efforts in the spirit of working together with the interfaith communities with a renewed hands-on project(s) to ensure all age levels can participate with these faith communities we have worked for such a long time.

Br. Jawad Khaki attended several new home dedication ceremonies. It's notable that more Muslim families were recipient of TWB homes in 2013.

Together We Build is in need of new leadership, if we are to continue the work that has been going on for over 12 years now. Several of the volunteers who have led the TWB effort over the last several years have changes coming in their lives that suggest they should take a step back. Besides, any program that is to sustain itself needs to have some turnover to avoid burnout. That is the position we are now in.

It's very important for IMAN and the local Muslim community in general to continue to support and participate in the TWB effort.

3.2 Hospitality

Members

- **Ali Sheriff:** Co-Chair.
- **Kaniz Khaki:** Co-Chair.

Accomplishments

- Successfully supported various events at IMAN - Muhurram majlis, Ramadhan programs, Eid programs, special events.
- Continued community involvement without formal volunteer enlistment.
- Hospitality tasks for events have been identified and documented for future use.
- Prepared a draft of the Terms of Reference for the committee.

Challenges

- Improve organization - Define Terms of Reference, define hospitality roles and responsibilities and services.

Opportunities

- See challenges above.

Recommendations for next year

- Formalize core team - structure, roles and responsibilities.
- Define Terms of Reference.

3.3 Farsi School

Members

- **Hossein Rezaee** – Principal
- **Mohammad Nikjoo** - EC Liaison/ Treasurer
- **Ghadeer Baghai** - Parent Liaison
- **Hamed Esfahani** - Administrator

Accomplishments

- We had 12-15 students attending the Farsi School this year
- There were a total of 3 regular classes for ages 5 to 17.
- We had 4 volunteer teachers and 3 assistants.
- The focus of teaching has been on basic Farsi: reading, writing, and speaking.

Challenges

- Forming a group of experienced volunteer teachers.
- Filling the empty teaching positions as a result of teachers leaving.
- Long term succession plan for recruiting leadership.
- The school administration was short staffed.
- Teachers' absentees.

Opportunities

- Create a safe atmosphere for children in our larger community to engage with one another.
- More diverse set of families to get to know the IMAN Community and also bond with their Islamic heritage.
- IMAN Center to become a learning center for larger community.
- Serve the educational interests of the greater Seattle community.

Recommendations for next year

After much deliberation within the Farsi School committee and discussions with the parents, the committee recommends that the Farsi School pilot be placed on hold for the time being due to several reasons. When this program was first established, the following factors motivated us to continue investing in it:

- Need from IMAN community members for such a service.
- A team of passionate volunteer teachers with years of experience in teaching professionally.
- Energy and enthusiasm from administrative staff to start the program in hopes of transitioning to new leadership in a few years.

- Lack of availability of similar classes in Seattle area.

Many of these factors no longer hold true today. For example, in the last few years many of our volunteer teachers have left either due to relocation or other personal life commitments. We believe IMAN should provide this service only if we are able to commit a high level of quality and professionalism. Given our current level of volunteer capacity and involvement from the students and parents, we believe it is best to put this program on hold until the conditions change.

3.4 Outreach Efforts

The IMAN Community has continued to reach out to provide reliable and dependable information about Islam and Muslim to counter the concerning wave of Islamophobia. Reliable sources of information about Islam and opportunities for others to interact with practicing Muslims are desperately needed if Americans are to have a greater understanding and respect for Islam and for Muslims. We continue to build awareness as well as relationships with more organizations in the Greater Seattle area in the process.

Br. Jawad Khaki has proposed to MAPS leadership the idea of hosting joint program at MAPS and at IMAN in the month of Rabil-ul-awwal 1435 AH as part of promoting intra-faith understanding here in the Greater Seattle area. Bridge building to our Muslim brothers and sisters following other schools of thought is essential to nurturing a harmonious diverse Muslim community in the Greater Seattle area.

Given (the often) negative coverage of news and events around the Muslim world combined with unfortunate misinformation about Islam and fear of Muslims, IMAN interfaith and intra-faith outreach are important areas to expand IMANs activities. In our continued efforts, we would like to maintain engaging with other faith organizations in the future with hands-on experiences especially for our youth and seniors. There are few options being considered but we need volunteers support from the community to move forward. We have options to help build Care Packages for the homeless, Ladies Day and Evening Circles, Pea-Patch or a farm Gleaning and Park Trail Maintenance are just few ideas that need more of your support.

Accomplishments

Islam 101 Presentations and Discussions with various groups hosted at IMAN:

- IMAN maintains an open door policy to all its programs and activities. Numerous students from local schools and colleges have visited and participated in IMAN programs throughout the year.
- IMAN hosted 4th graders from Bertschi School in Capitol Hill on January 9th 2013. The visit to IMAN was part of the 4th graders' yearlong study of World Religions. Notes of appreciation from the 4th graders can be found at: <http://sdrv.ms/1gjkHAP>.
- Sixth grade students from Forrest Ridge School of Sacred Heart visited IMAN on Friday March 8, 2012 to observe the Friday prayer and learn more about Islam and Muslims. Notes of appreciation from the sixth grade students can be found at: <http://sdrv.ms/16WbL10>.

Talks on Islam and/or Muslim Perspective given off-site

- Br. Jawad Khaki visited Forrest Ridge School of Sacred Heart on March 6, 2013 and presented to the sixth grade a short history of Islam and the modern day practice of Islam around the world.
- On October 28, 2013, Br. Jawad Khaki was invited by Pastor Andrew Larson to interact with about 80 seniors in a Question and Answer session about Islam and Muslims at Covenant Shores retirement center in Mercer Island.

Members of the IMAN Community participated in several programs listed below:

- On March 10, 2013 IMAN members participated in the Interfaith Dinner Dialogue Potluck at Northlake Unitarian Universalist Church where Br. Jawad Khaki was the Muslim panelist on a panel representing various faith traditions represented in F.I.R.E (Fostering Interfaith Relationships on the Eastside).
- IMAN coordinated an event on April 28, 2013 with the All Pilgrims Church and both communities participated enthusiastically. IMAN members were hosted by All Pilgrims church for a dinner event and watched a video "Trust Me, Shalom, Salaam, Peace" of youth camp comprising of Christian, Jewish and Muslim children ages 10-14. After watching the video, both community members participated in discussions over dinner about how both communities can work on a hands-on project.
- On May 30, 2013, IMAN joined other east side congregations to participate in a community meeting with King County Councilwoman Jane Hague organized by Sound Alliance at Northlake Unitarian Church to present arguments and to seek Ms. Hague's support for an immigration related "Trust" ordinance. The ordinance is intended to rebuild trust between local law enforcement and the community. Many county residents are subject to racial profiling and the threat of deportation to the point that they are afraid to report domestic violence or any witnessed crime, according to Sound Alliance. Coverage for this event can be found at the links: <http://www.kirklandreporter.com/news/209541711.html>, <http://iafnw.org/soundalliance/whatsnew/sound-alliance-asks-king-county-council-vice-chair-to-support-local-immigration-ordinance>
- Sister Linda Haydock, Executive Director of Intercommunity Peace and Justice Center the attended the Ramadan Iftar on July 19, 2013 to raise awareness on Human Trafficking, efforts underway to address the issue and how we all can participate in improving the situation.
- Ladies from the Aldersgate Methodist Church invited couple of IMAN women to join in a casual discussion over tea at one of their member's home discuss faith and to better understand each other as women. We would like to return the favor and invite the ladies of Aldergate. A sister from the IMAN community is working to make this opportunity happen sometime in the near future, Insha'Allah.
- 12th Annual Together We Build Interfaith Service was held on September 28th, 2013 at the IMAN Center. Thanks to the efforts of Br. Basil Al Haddad, Br. Yasin Al Haddad and Br. Ali Al Sadi we had a better youth attendance this year. Br. Ali Al Sadi did a wonderful job as the designated IMAN speaker.

Community networking

Br. Jawad continues to represent IMAN in the following forums:

- Together We Build Congregational Leaders
- Coordination with F.I.R.E (as his schedule permits)
- Inter-religious Coalition to Abolish Human Trafficking through the Lens of Compassion (as his schedule permits)

Challenges

Over commitment of the IMAN members inclined toward outreach to many other activities in the running of IMAN.

Opportunities

- Muslims to become more active and visible in the larger community.

Recommendations

- When qualified people with a strong commitment and time available can be identified, classes related to specific Islamic beliefs and practices should 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.

3.5 Philosophy Study Circle

Members

- **Hamed Esfahani** – Facilitator

Accomplishments

- The Philosophy Study Circle met regularly on Wednesday evenings, with 5 to 9 participants.
- After completing several books on Islamic Philosophy in the last few years, the PSC group decided at the end of last year to transition into study of Al-Mizan Tafsir (exegesis) of the Holy Qur'an by Allameh Seyyed Tabatabai. We use the English translation as a primary source of our reading and we refer to the Arabic and Farsi texts when further inquiry is needed.

Challenges

- Our key challenge is to approach the philosophical material in a way that the participants can engage with and digest. Much of the material is challenging and mentally intense, and so we have a constant pedagogical problem.

Opportunities

- The key opportunity that we identified was to improve our knowledge of Islam and the Holy Qur'an through the study of Al Mizan by Allameh Tabatabai, one of the foremost philosophers of Islamic Philosophy.
- Insha'Allah our study of Islamic philosophy during course of last few years will serve us as a tool to better understand and navigate through Al Mizan.

Recommendations

- Continue building awareness about the program within IMAN and provide a forum for continuing studies of Islamic philosophy open to the community.

3.6 SAT Preparation Classes

Members

- **Mustafa Jafry** – Teacher, Facilitator, Organizer

Accomplishments

- Br. Mustafa was able to make a curriculum based on giving students in the 9th-11th grade a comprehensive review of the complete SAT exam in a 3 month period.
- Held classes consistently on Friday evenings with regular participation by interested students.
- Collected feedback from students about the program to make improvements in future sessions.

Challenges

- A big challenge has been having enough resources for all the students. Many of the students would only come 2 weeks of the month due to previous commitments and as such Br. Mustafa was not able to present them with all the details and they missed important review aspects for the SAT. Additionally, most of the preparatory material is in textbook form and due to copyrights, we are unable to take photocopies of them books for the students. As such, the course material was limited so it would only be based around one book to reduce the financial burden on parents to ask them to buy 2-3 books for the course.

Opportunities

- A goal for the rest of the year is to start creating online material for the SAT course for students who are not available on some days or for students who would like to review themselves. This material could be recorded lectures or practice problems created by me.

Recommendations

- The overall vision and goal of this course is to help young students in our community be prepared for the SAT College Entrance Exam. As college admissions become increasingly competitive, it is important that we provide the youth in our community skills sets preparing them for their future education and careers.

3.7 Graduate School Scholarship Fund

IMAN provides a host of community services to anyone who is in need, and now it includes educational scholarships for Graduate Students. Creation of this scholarship was an effort that started in 2011 and became more widely advertised in 2012. The Dr. and Mrs. Amir-Hossein Naini Graduate School Scholarship Fund is a graduate scholarship fund that will award up to \$5000 to a qualified Muslim student attending an accredited institution of higher learning in the United States. Applications for scholarship awards from this fund will only be open to those who are U.S. citizens, have permanent legal resident status in the United States or have a valid student visa to attend graduate school in the United States. This scholarship fund exists to assist students seeking a graduate degree in the United States who have shown the potential for great vision, leadership and professionalism in serving Muslim and non-Muslim communities. We ask and encourage you to share this information with those Muslim students who have professional and personal ambition to be a source of inspiration to all, including the Muslim community. For more information, please see: <http://www.iman-wa.org/scholarships>.

Dr. and Mrs. Amir-Hossein Naini, in whose name this scholarship has been established, are Iranian immigrants who came to the United States to pursue an advance medical education in the 1950s - a time when there was little community support available for such individuals. Having chosen to practice medicine and reside in the state of Washington for over 50 years, they raised three children, all of whom achieved doctorate level degrees.

This was the first year we started receiving applications and awarded one female applicant who is pursuing a graduate degree at University of Washington. The \$5000 award was paid towards UW tuition directly.

3.8 Summer Youth Camp

During last year's Annual General Meeting at IMAN, the idea of organizing a summer youth camp was discussed. Br. Mehboob (Ali) Khaki volunteered to follow up on this idea and explore it further. Br. Mehboob formed a team of volunteers to lead this effort and the team decided to establish the summer camp (named Camp Ashab) as an organizationally independent group and encourage participation from different Islamic organizations in the area. IMAN has been supportive of this initiative by providing facilities access, insurance coverage, forum to build awareness, and commitment to financial backing. Br. Sameer Tejani, Principle of IMAN Sunday School, is the liaison IMAN and CampAshab.

Br. Mehboob has provided the following report for this year's camp.

Camp As'hab is organized by a group of parents independently who want to bring a rich and engaging experience to our youth ages 8 – 14 in the Seattle area. Our camp is open to youth of all races, backgrounds, abilities and income levels. We are aiming to provide high-quality programs for youth to impact their lives positively and to give them an appreciation of the wonderful opportunities life has to offer.

Our dream is to support our children in increasing their spirituality; networking and building

strong community relationships with like-minded families; influencing positive choices, and engaging in service learning. We want to maintain healthy traditions and nurture inclusive relationships that bring us closer to Allah (swt).

The objectives are to:

- Provide a positive peer group for local Muslim youth
- Cultivate a rich understanding of our Muslim American identity and heritage
- Practice being of service to others (within and outside the Muslim community)
- Develop leadership traits based on Islamic values and principles
- Inspire enthusiasm to gain and apply Islamic knowledge in our daily life

The Camp enrichment activity was held in the last week of August! With 24 campers, 4 youth counselors and several adult volunteers, the camp was a productive, enjoyable and fun experience for all.

The first three days (Mon-Wed) were jam-packed with a variety of activities, including archery, kayaking, CPR training, trail restoration as well as inspiring talks given at IMAN and Zainab Islamic Centers. Thursday began with the campers volunteering at a local food-bank, before heading to Camp Long, Seattle, for a 2-night stay. The time at Camp Long included a range of outdoor team sports, scavenger hunt and the challenge course during the day, and evenings around the campfire eating roasted marshmallows, whilst performing skits and enjoying some healthy team competition during a game of Jeopardy organized by the youth counselors. Each day concluded with a short talk on a topic relevant to the youth, and a discussion on implementing Islamic values into their daily lives.

During the course of the camp, it was wonderful to see the participants forming social bonds and co-operating on a number of levels, from setting up the prayer mats together to assisting one another during kayaking. We were lucky enough to welcome 3 guests from Vancouver, and were delighted to see them fully integrate into the camp experience. Our camp participants also demonstrated resilience and determination throughout the camp. For many, Camp Ashab was their first experience of this kind, particularly with respect to the residential portion of the camp, and they transitioned very well. For others, some of the activities were new, and they proceeded with great enthusiasm. For almost all, the days were busy and tiring, yet we were thrilled to see (mostly!) happy faces each evening, and eagerness the following day.

Camp Ashab was established as a way to enable young people to better understand themselves, their community and their environment through a variety of activities and interactions. The campers benefitted from self-reflection through the daily talks, gained skills that prepared them to respond to emergencies through CPR Training, carried out amazing

community work at Northwest Harvest (packaging almost 1800 meals), and showed respect for the environment through trail restoration at St Edwards Park.

Overall, we feel confident in asserting that Camp Ashab 2013 was a tremendous success! We are very thankful to all the volunteers, organizations, parents and of course, our participants, for making the project a reality. Inshallah, we hope that we can build on the foundation set by this year's camp to meet the needs of our youth in the future.

4 Executive Committee Recommendations for 2012/2013

Our recommendations for the coming year are presented below.

4.1 Children and Youth

Keeping with the foundational focus of our organization, the top priority for IMAN has to be in the development of our children and our youth. A few steps were taken in the past year, and a lot more can be done to engage with our children and youth. Integration with school and outdoor community activities are some of the ideas that are being planned this year. In addition, all subcommittees need to explore how they can engage more with the children and youth. Community members also need to be recruited to help plan and lead activities that involve our children. When designing programs throughout the year, including the weekly Friday evening program, we need to keep the children and youth in mind as top priority. In addition to ensuring that we have enriching programs for adults, in the upcoming year we need to have activities and programs tailored for children (age group 5 to 14 years).

4.2 Volunteer capacity

A non-profit community organization like IMAN thrives because of its volunteers. There is no shortage of novel and exciting ideas that can be worked on. We need to reach out to more people and encourage them to volunteer their time and ideas to help plan and organize activities (current and proposed). We are also open to ideas on how we can inculcate the value of volunteerism in our children and have them more involved in helping at IMAN. We look forward to a strong volunteer base at IMAN as part of a thoughtful spiritually vibrant, caring sharing community.

4.3 Increased Scholarly Presence

As mentioned in last year's AGM report on the topic of *Resident Scholar* (section 1.6), significant time and energy has been dedicated to further explore the idea of having a resident scholar at IMAN. Many options were evaluated and valuable insights were gained from those discussions. It has become clear that realizing the goal of having a resident scholar requires a great deal of upfront financial and volunteer capacity. Furthermore, we are stretched thin with regards to both of these aspects. Based on the insights we gained from the discussions in 2012, we believe it is possible to make progress towards this goal with the capacity that we do have. We decided that we can start with more manageable steps such as augmenting our existing programming with more regular and frequent visits by scholars. This way, we can take incremental steps towards our ultimate goal of having a continuous scholarly presence at IMAN. With guidance from the Board, the EC increased to the programming budget last year in order

to achieve this objective. The EC proposes that this remains as one the top three priorities for the upcoming year.