



Ithna-asheri Muslim Association of the Northwest

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IMAN Annual Report of Activities 2014-2015

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1 Executive Committee Report for 2014/2015

IMAN Executive Committee (EC) expresses gratitude to its membership for the opportunity given to it to serve the term ending September 30th, 2015. This report outlines our progress and activities since October 1st, 2014. 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 2014/2015:

Hamed Esfahani	President
Sameer Tejani	Vice President
Meisam Seyed Aliroteh	Secretary
Mohammad Nikjoo	Treasurer
Zehra Abedi	Committee Member
Farhan Basit	Committee Member

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

IMAN subcommittees need to figure out ways 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.

Ramadhan & Muharram Programs

This year several community members stepped up to organize youth and children's programs during Muharram and Ramadhan. However, it should be noted that this year the number of volunteers willing to lead youth and children activities were lower this year compared to last year. As a result, less up front planning and design was put into the youth specific programs in Muharram and Ramadhan. This is an area where we need to improve in the coming year.

During Muharram we had evening programs specifically for the youth and children, running alongside or combined with the adults' program. During Ramadhan there were activities and classes for the kids on Fridays, weekend nights and Laylatul Qadr nights. 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.

Weekly Children Programs

Three years ago we started a step towards having enriching programs for children on regular basis throughout the year rather than only on the major occasions such as Ramadhan and Muharram. This year we continued to have programs specifically tailored for children and youth nearly every Friday evening, with few exceptions. IMAN EC welcomes and supports this initiative and recommends building on it in the coming years. We have received positive feedback from the parents, saying that their children are excited to come to IMAN on Friday evenings. At times we have had more participation and attendance from the children than adults. The goal of the weekly children program is to create an environment for the children to interact with each other and have a sense of belonging to a community; it is not necessarily to provide religious education, which is one of the primary goals of the Sunday school. Some of the activities that the children participated include: movie nights, learning to code (TouchDevelop), discussing current events, team building exercises (team challenges), and variety of other activities. On days that we do not have the children program, we get approached regularly by the kids asking why and wishing that we did. That is a positive and encouraging sign that the children find value in these programs and look forward to coming to IMAN because of them.

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.

Based on last year's recommendation from EC, this year we implemented the idea of hiring an administrator to reduce the workload on our volunteers for some routine tasks that need regular attention. After announcing the part-time open position to the community we received three applicants. The EC interviewed all three candidates and hired one based on the desired qualifications and potential that we had outlined in the job posting.

The administrator has been ramped up to taken on some of the routine logistical tasks that the EC and other volunteers performed in the past. We are still evaluating exactly what tasks are most suitable for the administrator position and what amount of time needs to be dedicated to

the tasks. We do already see benefits of having a dedicated administrator as there has been an improvement in our response times and follow-up to external emails and voicemails that IMAN receives on regular basis.

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 two years ago to dedicate one of our three main priorities to increasing scholarly presence at IMAN. The programming budget was increased accordingly for this purpose. Similar to the 2013-214 fiscal year, the Program Committee was able to increase scholarly presence at IMAN via live or recorded lectures by various scholars throughout the year. More can be done on this priority in terms of having visiting scholars throughout the year, not only on major occasions such as Ramadhan and Muharram.

This year we have outlined a detailed plan and a suggested timeline for searching for and ultimately selecting a resident scholar for IMAN. We also have an initial draft of the job description for this position. More information is provided in the recommendations section for 2015-2016 later in this document.

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 resurfacing the balcony on the north side of the building and doing major repairs on the refrigerator.

We have not collected our targeted amount for operational expenses and reserves for building maintenance. All community members are requested to reflect on the value they find in IMAN and contribute their fair share financially and otherwise.

IMAN is exploring opportunities to generate revenue from rental of the parking stalls during daytime when they are not being utilized by IMAN attendees.

Building on last year's successful effort, this year we repeated the fundraising campaign during Ramadhan to build awareness about Social Services committee activities and the need to raise funds to respond to the significant increased demand by influx of refugee families to Seattle area. The financial report has the details on the funds raised for this purpose. We are thankful for the generosity of the community in this area.

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 slower economy and influx of refugee families to the area. Rising social services disbursements are a significant portion of the IMAN expenditure. The Executive Committee appreciates the generosity of all donors in these difficult 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 Nepal earthquake and Gaza Relief efforts through NASIMCO, 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, Redmond, Issaquah and Lynnwood, there is a need to make arrangements with local cemeteries for a dedicated Muslim section, if they don't already have one. This is an opportunity to cooperate with other regional Islamic organizations.

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

Also, we would like to thank Br. Ghadeer Baghai for his exceptional dedication and commitment to assisting families with making funeral arrangements.

Given the increased demand in recent years, we also would like to encourage more people to sign up and help out with funeral services. You can do so by joining the imanfuneral@yahoogroups.com email list, where notification is sent when volunteers are needed. There were about 10 requests to provide assistance with funeral services this year.

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, our Twitter account, our Facebook page, 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 2014-2015 began in the middle of September with the following individuals serving in the sub-committee:

- **Sameer Tejani** (Principal)
- **Rubina Jafri** (Vice Principal)
- **Ali Mansoor Naqvi** (Administrator)
- **Farzana Noray** (Treasurer)
- **Tehmina Zaidi** (Secretary)

Accomplishments

- **Curriculum & Class Structure:** We continued using the updated Islamic Studies curriculum based on the Sirat books. The curriculum divides Islamic Studies into four sections: Aqaid (Belief), Fiqh (Rules), Islamic History, and Akhlaq (morals). We also had a curriculum day to educate the parents about what is taught at the Sunday School and supplement it at home with other activities.
- **Classes:** We had around 70 students enrolled this past year, and established ten classes (PreK – Grade 9) for each grade level in Quran Reading and Islamic Studies.
- **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.
- **Teachers:** We had at least 18 teachers each teaching one specific class. It was also encouraging to see that 3 of the teachers were youth either in high school or college.
- **Finances and Tuition:** All parents paid their tuition this year. 10% of the families were on scholarship.
- **IMAN Dollars:** We continued using a reward scheme where teachers would give out “IMAN Dollars” that they could cash for different prizes during the end of the year. This encouraged students to complete different activities on time (like homework) and excel in their studies.
- **Recognitions:** The school conducted an end of the year awards ceremony for its students.

- Parent Liaisons: We had two active parent liaisons who tried different approaches to engage the parents with an Eid-ul-Adha program and events during the wiladats of Imam Ali (A) and Sayyida Fatema (A).
- Parent Volunteers: Parent volunteer signup was much better this year than years past. We had nearly 100% of parents completing at least 25 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.
- Safety: We had a successful fire drill with the school evacuated under 3 minutes.

Challenges

- Committee: Having a fully staffed committee helps make things run smoother and not overburden individuals on the committee. We would like to encourage parents to volunteer their time on the committee and help existing committee members.
- Attendance and Timeliness: We need to enforce timeliness and attendance as it affects other students who are regular and on-time. We tried to reward those students who showed up early with IMAN Dollars
- Extending Learning beyond the school: In order to supplement what is learnt on Sundays, parents need to find ways to enforce that during the regular week. For example, attending other programs or establishing new activities at IMAN where students would be exposed to Islamic beliefs and values.
- Tuition and Fee payment: Some parents are behind fees and it requires efforts by the Treasurer to follow up with them regularly.

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. Furthermore, we see students not continuing their studies beyond Grade 8 – we need to look for other opportunities to keep them engaged
- 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).

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 2014-2015 a successful year. The school committee for 2015-2016 appointed by the EC at the end of the school year was as follows:

- Kaniz Khaki (Principal)
- Ali Dadvar (Vice Principal)
- Ali Mansoor Naqvi (Co-administrator)
- Sukaina Juma (Co-administrator)
- Farzana Noray (Treasurer)
- Tehmina Zaidi (Secretary)

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

- Uzma Hussain
- Zainab Zaer

The new school year started on September 20th. We have more than 70 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

Members

The following were the IMAN Program Committee members for 2014/2015:

- **Robina Qureshi** (chairperson)
- **Kareem Al-Haddad**
- **Meisam Seyed Aliroteh**

The following are IMAN Program Committee members for 2015/2016:

- **Robina Qureshi**, Chair
- **Kareem Al-Haddad**

Sr. Amina Al-Sadi has accepted to join the committee as a volunteer this year. We are looking forward for her contributions and fresh insight.

Accomplishments

1. The following regular programs were conducted during the last year:
 - a. Dhuhr/Asr and Maghrib/Isha prayers every day at IMAN.
 - b. Dua Kumail program 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 Imranali Panjwani was the scheduled speaker for the month of Muharram. His lectures were well received by the community, and we conducted one Q/A session to better engage the community and provide an opportunity for people to ask further clarifications on the subjects discussed.
 - b. Provided marsiya and latmiya recitation in Urdu, Arabic, Farsi, and English languages.
 - c. All-day programs for Ashura and Sham-e-Gharibaan
 - d. Great community support in preparing food for Ashura
 - e. Organized engaging programs and activities for the children during Muharram:
 - f. Organized three separate sessions for ages 4-6, 7-9 and 10-12.
 - g. 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.
 - h. Marsiyah and Latmiyah recitation by the kids in the main prayer hall for the adults.
3. Conducted a successful Ramadan program:
- a. Shaikh Mohammed Al-Saadi was our guest speakers for the first two weeks of the month. His lectures were very well received. We managed to work out a plan with Northwest Shia Youth in Everett to share host Shaikh Azhar Nasser for the second half of the month. The community enjoyed Sh. Azhar's lectures as well.
 - b. Provided a detailed calendar of events to the community in advance which ensured smooth running of the programs and better participation.
 - c. Having sandwiches and light iftar worked out very well. Programs were being done on time and volunteers were not exhausted.
 - d. Continued to provide full iftar on Fri/Sat nights as well as the special Qadr/Amaal nights.
 - e. High attendance at Eid prayer.
 - f. Conducted Eid BBQ which was a great hit. People provided very positive feedback on the BBQ, which also included bouncy house for the kids, and they are looking forward to an Eid BBQ next year too inshallah.
 - 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. Given the lack of committed and motivated volunteers, we did not have any kids/youth programs this Ramadan.
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 our Muharram and Ramadhan programs.
6. Provided weekly children's program lead by Br Hamed Esfahani, which has been very well received, with 5-20 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 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.

2.3 Social Services Committee

“It is not righteousness that you turn your faces towards east or west; but it is righteousness- to believe in Allah and the Last Day, and the Angels, and the Book, and the Messengers; to spend of your substance, out of love for Him, for your kin, for orphans, for the needy, for the traveler, for those who ask, and for the ransom of slaves; to be steadfast in prayer, and practice regular charity; to fulfill the contracts which ye have made; and to be firm and patient, in pain (or suffering) and adversity, and throughout all periods of panic. Such are the people of truth, the Allah-fearing.” (Chapter 2, verse 177 of the Holy Qur’an)

Members

- **Hamed Esfahani:** Chair, caseworker.
- **Samad Faghih:** caseworker.
- **Amer Kuba:** Committee member, caseworker assistant.

Accomplishments

1. Received and processed **over 70** unique application inquiries for Social Service Aid
 - a. Many of the applicants required help and follow-up numerous times throughout the year.
 - b. **66** Applicant families were approved to receive aid (based on their financial status and whether they provided the needed information to the committee caseworkers)
 - i. Served **240+** Household members. **135+** Children
 - c. About a quarter of the applicants were returning applicants from previous years.
 - d. Majority of applicants are families with 1 or more children.
 - e. Families come from: Iraq, Afghanistan, Iran, Syria, Tanzania, Kenya, U.S., Somalia, and others.
 - f. Immigrant families, refugee families, single mothers, unemployed, disabled, domestic violence cases, homeless.
 - g. Distributed over **\$75,000** for Social Services causes.
2. Caseworkers made over 200 visits to the families’ homes in order to:
 - a. Evaluate their eligibility
 - b. Interview the family and understand their needs
 - c. Support them emotionally with a visit
 - d. Deliver donated items
 - e. Take them grocery shopping when they are new and unfamiliar
 - f. Deliver Fitra donations close to Eid
3. We have reduced emphasis on the Food bank donations in the last three years. We have encouraged those who are interested to donate food to purchase 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. \$8,500).

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 at various times of day, including 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 has become more widely known to the larger community. Applicants were referred to IMAN by other organizations.

Recommendations for next year

- Continue to build awareness in 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 \$55,000.

2.4 Facilities Committee

Members

Hayatollah Haidar: Chair

Non-member Helpers:

- Hamed Esfahani
- Meisam Seyed Aliroteh
- Jaffer AlAli

Accomplishments

- Arranged for professional carpet cleaning for all of upper level rooms
- 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.
- Install security cameras at the entrances and the parking area.
- 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 to six 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
- **Mohsen Vakilian:** Volunteer
- **Faezeh Azim:** Volunteer

New member for 2014-2015:

- **Meisam Seyed Aliroteh** – Committee member

Accomplishments

- About 95% of all the books in the library are recorded into the online catalog. From this catalog books can be searched, put on hold, and checked out by a librarian.
- The library is now open for borrowing books, with the online catalog running on LibraryWorld.com.
- We have a video library page on the IMAN website, to make available the video resources we have on our IMAN Vimeo and YouTube catalogs.

Challenges

- We need new folks with fresh ideas, and more bandwidth to help follow through on the original objectives of the committee and start new ones.
- We have recently received about 40-50 books as donations from a few IMAN members. They need to be categorized and cataloged.

Opportunities

- There has been an idea proposed about taking books from the library and electronically cataloguing to make them more widely accessible. This will require finding good candidate books, getting the requisite copyrights from owners.
- 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

- Work with IMAN school committee to add a librarian position that can finish cataloging the donated library books, and help with borrowing books.
- 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.
- Finish the resource sections on the IMAN website. Work with IMAN School Committee to help with that.
- There is not sufficient usage of the library for us to continue paying for the libraryworld.com membership. We should either encourage more usage of the facilities for checking out books - such as having a library time for IMAN school students so they can check-out books, or, we should consider discontinuing the membership.
- It seems that people are more interested in online content now anyway. Perhaps we need to invest more energy in improving content and links on our website so folks can get to books online.

2.6 Hospitality Committee

Members

- **Kaniz Khaki:** Chair
- **Hayatullah Haidar:** Committee member
- **Ali Sheriff:** Committee member

Accomplishments

- Supported various events at IMAN - Muhurram majlis, Ramadhan programs, Eid programs, and special events.
- Continued community involvement without formal volunteer enlistment.
- Continued engagement with youth volunteers:
 - Trained youth volunteers in hospitality tasks with the goal of handover some hospitality responsibilities in the coming years.

Challenges

- Improve organization – have regular meetings with the committee and enlist more community members to join.

Opportunities

- See challenges above.

Recommendations for next year

- Continue strengthen organization by encouraging and engaging younger members of the community to participate in Hospitality Committee activities.
- Complete training of youth volunteers and start handing over some of the hospitality responsibilities to them.

3 Additional Activities

3.1 Together We Build

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. Since 2001, until 2013, each year we had 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.

Sr. Robina Qureshi has been serving on the TWB Steering Committee, representing IMAN. This year TWB did not have any build projects with Habitat for Humanity. Instead different congregations participated in joint volunteer activities such cooking for homeless shelters. We hope have new community members help lead more participation from IMAN in similar TWB activities.

Together We Build is in need of new leadership, if we are to continue the work that has been going on for over 14 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 is very important for IMAN and the local Muslim community in general to continue to support and participate in the TWB effort.

3.2 Outreach Efforts

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 the following organizations:

Nov 7, 2014	Bellevue College Continuing Education Class visit to IMAN
Dec 16, 2014	4 th Grade class from Bertschi School, 2227 10th Ave East, Seattle, WA 98102
Mar 14, 2015	Holy Spirit Lutheran Church, 10021 NE 124th St, Kirkland, WA 98034

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

- Br. Jawad Khaki visits local area churches and educational institutions on as need basis. During the last year this included:

Oct 14, 2014	Presentation on Islam Bellevue College Continuing Education
Jan 4-18, 2015	Weekly Class on Understanding Islam and Muslims 12819 160th Avenue SE, Renton, WA
Jan 28, 2015	Interfaith Panel St. Louise Catholic Church 141-156 th Ave SE, Bellevue, WA 98007
Mar 19, 2015	Interfaith Panel Covenant Retirement Community located at 9150 Fortuna Dr., Mercer Island, WA 98040
Apr 29, 2015	Presentation to 6 th Graders Forest Ridge School of the Sacred Heart, 4800 139th Ave SE, Bellevue, WA 98006
May 30, 2015	Br. Jawad moderated a panel discussion Muslim Voices Against Extremism hosted by Pacifica Institute at Old Redmond Schoolhouse Community Center, 16600 NE 870 th St., Redmond, WA 98052

Jun 25, 2015	Ramadan Iftar Pacifica Institute, 13219 NE 20th St, Ste 209, Bellevue, WA 98005
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Community networking

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

- 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

- Developing one-one relationships with neighbors and colleagues continues to be a key opportunity in which more IMAN members can participate.
- Improve resources available on the <http://iman-wa.org>
- Develop Shia Ithnaasheri Muslim Council of Washington to improve coordination between Shia organizations in the Seattle area.

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.
- Approach other organizations in the Greater Seattle area to form Shia Ithnaasheri Muslim Council of Washington.

[http://www.covchurch.org/news/2014/10/02/visit-to-mosque-helps-covenant-shores-residents-better-understand-](http://www.covchurch.org/news/2014/10/02/visit-to-mosque-helps-covenant-shores-residents-better-understand-islam/?utm_source=feedburner&utm_medium=email&utm_campaign=Feed%3A+covchurch%2Fnews+%28Covenant+Newswire%29)

[islam/?utm_source=feedburner&utm_medium=email&utm_campaign=Feed%3A+covchurch%2Fnews+%28Covenant+Newswire%29](http://www.covchurch.org/news/2014/10/02/visit-to-mosque-helps-covenant-shores-residents-better-understand-islam/?utm_source=feedburner&utm_medium=email&utm_campaign=Feed%3A+covchurch%2Fnews+%28Covenant+Newswire%29)

3.3 Philosophy Study Circle

Members

- **Hamed Esfahani** – Facilitator

Accomplishments

- The Philosophy Study Circle met regularly on Wednesday evenings, with approximately 5 to 9 participants on regular basis.
- After completing several books on Islamic Philosophy in the last few years, the PSC group decided two years ago 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. We occasionally take breaks from reading the Tafsir to watch relevant videos on the topic of our discussions.
- Alhamdulillah, we expect to finish the Surah Al-Baqarah early this year. We completed Ayatul Kursi recently.

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.
- Consider incorporating reading from the new Qur'an commentary, *The Study Qur'an*, by Professor Seyyed Hossein Nasr which was released this year.

3.4 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>.

This was the third year we started receiving applications. We received only one application this year which arrived past the due date. There were no awardees for the scholarship this year.

4 Executive Committee Recommendations for 2015/2016

Our recommendations for the coming year are presented below.

4.1 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.

This year we implemented the idea of hiring an administrator to reduce the workload on our volunteers for some routine tasks that need regular attention. We are still learning how to best utilize the time of the administrator to best address the needs of the community. The idea of having a dedication administrator has already proven to be beneficial and feasible. The EC recommends that we continue to make investments in this regard.

We are still far from having increased our volunteer capacity; especially in areas where leadership is needed. As such, this should remain as a top priority for the upcoming year.

4.2 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). We should explore having a variety of activities that are more youth oriented and promote interaction and sense of community amongst the youth.

4.3 Increased Scholarly Presence

As mentioned in the 2011-2012 AGM report on the topic of *Resident Scholar* (section 1.6), and further discussed during last two year's AGM, 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. In order to build that capacity and realize our goal we need to have a detailed plan with concrete steps along the way. Br. Jawad Khaki has led the effort and devised the plan as outlined below:

1. Establish a 3 person search and selection committee
2. Seek community funding of initial finding of \$100K trial and another funding of \$200K upon successful trial
 - a. \$100K for 1st year trial with 4 speakers – MUST
 - i. \$30,000 accommodation and transportation (\$2500/month to cover rent, utilities, car rental. IMAN ought to rent a 2 bedroom apartment within walking distance to the Center).
 - ii. \$12,000 food and groceries (amounts to \$32.88 per day)
 - iii. \$12,000 health insurance (assuming husband wife pair with \$500 per spouse. It could be lower depending on age)
 - iv. \$12000 travel allowance (\$3000/speaker for flights in/out and other transportation. Could be lower but we need to play safe if we have speakers from overseas)
 - v. \$7000 payroll taxes (just guessing at 10% of the above amount)
 - vi. \$10,000 interview expenses (guessing we will invite 8 candidates and each candidate may cost us \$1250 per trip)
 - vii. Used balance to furnish speaker apartment, speaker take home compensation and unforeseen expenses
 - viii. All figures above are approximations
 - b. Approximately \$200K for initial contract 2-year contract after 1st year trial –
CONDITIONAL ON SUCCESSFUL TRIAL
 - c. Secure funding from > 30 individuals.
30 is the estimate number of active IMAN member families. This is the only way to make this long term sustainable and ensure the speaker is not beholden to a few dominant sponsors. Our goal is to have no single family donor for more than \$5K.
3. 12-month Trial
 - a. Advertise IMAN's intention to retain resident aalim and publish job description, qualifications and experience requirements
 - b. Network with other community leaders to identify potential candidates
 - c. Screen and invite 8 qualified candidates to speak at IMAN and interview with search committee and search committee designated interviewer list
 - d. From qualified candidates invite 4 speakers to spend 3 months of the year with us in Kirkland for a total period of 12 months
 - e. Ensure speakers invited will be available to enter into contract per IMAN timeline (see below)
 - f. Invite community members to complete speaker survey after initial interview trip as well as after 3-month trial
4. Estimated Timeline

- a. Get community commitment for \$100K before 1/31/2016
Start 6-month search in January 2016
 - b. Start 1st speaker trial Ramadan 1, 1437 and conclude Shabaan 29/30 1438
 - c. Start 1st 2-year contract Ramadan 1, 1438
 - d. Dates above are aggressive and may not be achievable. But if we are able stick to the above, we could save the Ramadan and Muharram speaker costs and apply the funds we normally collect to funding the 12-month trial.
5. Fund raising suggestions
- a. Enlist members at the AGM to help with fund raising. This cannot be a single person task.
 - b. Identify 5 people who will each commit to raising \$20K by approaching people who attend programs at IMAN 1:1.
 - c. IMAN Programs and E-mail announcements to raise money
 - d. Applications to NASIMCO and I.M.A.M for funding
 - e. Investigate obtaining Ijaza to utilize Khums money

IMAN EC requests that Br. Jawad Khaki leads the Resident Scholar Search & Selection committee with Br. Sameer Tejani and Br. Hamed Esfahani as initial committee members. The committee will be meeting regularly to further develop the plan. In addition to executing on the above plan, we will need to continue work on the details of the job description for the resident scholar, starting from the document that Br. Sameer drafted last year.

As a follow-up to this AGM, we plan to have a meeting with everyone in the community invited to:

- Inform them of the proposed plan
- Solicit feedback

We ask that Allah SWT guides and supports us as we embark on this important effort.