



Ithna-asheri Muslim Association of the Northwest

515 State Street, Kirkland, WA 98033

E-mail: iman@iman-wa.org

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

IMAN Annual Report of Activities 2010-2011

Table of Contents

1	Executive Committee Report for 2010/2011.....	2
1.1	Executive Committee Priorities.....	2
1.2	Humanitarian Relief	3
1.3	Funeral Services	4
1.4	Aqd Nikah Services.....	4
1.5	Newsletter/Communication	4
2	Sub-Committee Reports.....	4
2.1	Sunday School Committee	4
2.2	Program Committee.....	7
2.3	Social Services Committee	10
2.4	Facilities Committee	11
2.5	Resource Center Committee.....	12
3	Additional Activities	13
3.1	Together We Build	13
3.2	Hospitality	14
3.3	Farsi School	15
3.4	Qur'anic Arabic Classes	16
3.5	Outreach Efforts.....	16
3.6	Philosophy Study Circle.....	18
4	Executive Committee Recommendations for 2011/2012	19
4.1	Children and Youth	19
4.2	Volunteer capacity	19
4.3	Sustainability	19

1 Executive Committee Report for 2010/2011

IMAN Executive Committee expresses gratitude to its membership for the opportunity given to it to serve the term ending September 30th, 2011. This report outlines our progress and activities since October 2010. 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 multiple 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 2010/2011:

- **Mohamed Jawad Khaki** (President)
- **Sameer Tejani** (Vice President & Secretary)
- **Meisam Seyed Aliroteh** (Assistant Secretary)
- **Mohammad Nikjoo** (Treasurer)
- **Syed Mohammad Wasti** (Committee member)

Consistent with what was indicated when IMAN was formed, Br. Mohamed Jawad Khaki, who has served as the President of IMAN since inception in 1997, will be stepping down from his role on the IMAN Executive Committee as the term of the present committee ends. Br. Jawad will continue to serve the community as a volunteer in a non-executive role depending on the needs of the organization and his availability.

Alhamdulillah, over the years IMAN has enhanced its leadership capacity and is able to identify individuals in its ranks who are capable to lead the organization in the times ahead.

1.1 Executive Committee Priorities

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

In addition, IMAN community has reached out and responded to various invitations to promote interfaith understanding and dialogue.

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.

Children and Youth

As a community we need to make the children and youth a priority. This past year, we have been able to have more youth-oriented activities though much more can be done. There were efforts into organizing youth and children's programs during Muharram and Ramadhan. In addition, the youth also got involved in volunteering their time for activities such as the food and shoe drive. 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. Historically, the summer camp has always been a successful activity and we need to capitalize on this – an effort is underway to have at least one outdoor activity each quarter to get the community together and participate in activities. Many of these activities depend on having adequate volunteers to lead and organize these programs.

IMAN subcommittees need to figure out a way to engage the youth in various activities and encourage them to participate. In addition request all parents to offer ideas, act as mentors, and volunteer to lead and coordinate and also participate in these various activities.

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.

Operational Excellence

We thank 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 wearing.

This was the first year where we had a formal fundraising effort on the 15th of Sha’baan where we raised around \$20,000 for our operational expenses.

During the last year, several subcommittees updated their terms of references to document the organizational learning and experience of the past few years. We need to continue having an annual review of the terms of reference as part of nurturing a culture continuous self-improvement. This will also help enhance our day to day operational guidelines so that they are in keeping with the actual running of the organization. We also need to improve coordination between different sub-committees.

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 Somalia Drought Relief, details of which can be found in the financial report. In addition, the youth also participated in the local food drive and Afghan shoe drive.

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 established a process to streamline 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.

1.5 Newsletter/Communication

Communication with IMAN community has been through announcements made at the IMAN Center, our web site and through email lists. We moved to a better mailing list solution and provide information in a newsletter format that covers important events taking place during a week. In addition we have integrated our website and mailing list with Facebook making it easier for people who rely on social media to follow what is happening at IMAN.

The IMAN website has made 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

2.1 Sunday School Committee

Members

The school year for 2010-2011 began in the middle of September with the following individuals serving in the sub-committee:

- **Rouhollah Rahmani** (Principal)
- **Farhat Tejani** (Vice Principal)
- **Zina Alnoor** (Administrator)
- **Shahina Piyarali** (Treasurer)

- **Tanzeela Merchant** (Secretary)
- **Moustafa Noureddine** (Parents' liaison)

Accomplishments

- **Classes:** The primary goal of the school is to conduct regular Islamic classes for students. We had over 90 students this past year, and established eight classes for each age group in Quran Reading, Prayer, Akhlaq, Fiqh, Quranic Studies, and Islamic History.
- **Continuing studies:** A new class was introduced for those students who were near the age of entering college, college students, and adults. This class did a comprehensive review on the lives of the Prophet (S) and all 12 Imams (A) as well as study of the Qur'an. The remaining spots in the class were filled by adults.
- **Curriculum:** For the first time, the school had standard school textbooks for each class. This made it easier for teachers to use prepared material and for students to catch up in case they missed a class. This will also help as students move classes and teachers know where to continue from.
- **Salaat:** The salaat class was divided into three 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. Attendance was better than last year, though not perfect.
- **Finances and Tuition:** Nearly everyone was up to date on their tuition and fees which made it easier for the school to meet its obligation towards supporting the center. Families that could not afford tuition were granted scholarships. We also migrated to a computer system for tracking finances.
- **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:** There were monthly parents' meetings where various issues about running the school were discussed. Parents were required to donate 20 hours of their time throughout the year to volunteer for the school. This has worked well and most parents volunteered, although there are still gaps that we need to address to make the process more efficient. For the parents that did not volunteer, we did not enforce the \$10/hour penalty which was the policy for 2010-2011.
- **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.
- **Regular Meetings:** The school committee met once monthly to plan and execute school projects and daily tasks.
- **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.

Challenges

- **Parents committee:** We need to reach a higher level of participation from a broader set of parents. How to encourage/enforce this is a key challenge.
- **Lack of teachers:** We do not have enough teachers to teach all the classes and it therefore requires some teachers as well as school committee members to take on multiple classes. We have also lost several experienced teachers over the years that have also made it harder to fill all the classes with experienced teachers.
- **Teacher training:** Next year, we plan to establish sessions where teachers learn from each other.
- **Prayer class:** Attendance to the prayer class has been better than past years, but we still need to do more to enforce attendance.
- **Hijab:** All students are required to observe hijab when attending Sunday School. There have been cases where students are not complying (e.g. boys dressed in shorts, girls forgetting their scarves) and we need to raise awareness with the parents. 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. For next year, the school plans to have more events in conjunction with IMAN programs when commemorating important Islamic events such as Muharram, Ramadhan, Hajj and anniversaries of important personalities in Islam.

Opportunities

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

Recommendations

- Parents working together with students during the week to ensure that the education imparted on Sundays is reinforced during the rest of the week.
- Enforcing school policies around attendance so as to not interrupt classes.
- Interaction with other IMAN sub-committees to get parents and students more involved with different aspects of IMAN, so that the learning goes beyond the time spent at Sunday School and combines it with other programs at IMAN.
- Parent support group: create an environment where parents can meet regularly to support each other and the school.

The school would like to thank all the teachers and volunteers who dedicated their time in making 2010-2011 a successful year. The school committee for 2011-2012 nominated at the end of the school year

and later updated in September 2011 with approval from the School Committee and the Executive Committee was as follows:

- Rouhollah Rahmani (Principal)
- Open (Vice Principal)
- Moustafa Noureddine (Administrator)
- Farzana Noray (Treasurer)
- Ameen Eetemadi (Secretary)
- Open (Parents liaison)
- Hussain Al-Sadi (accepted to help the school committee as a volunteer)

The new school year started on September 25th. We have more than 60 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

- **Meisam Seyed Aliroteh**, Chair
- **Jawad Khaki**
- **Moustafa Noureddine**
- **Syed Mohammad Wasti**
- **Alireza Hannani**
- **Hoda Adel**

Accomplishments

- The following regular programs were conducted during the last year:
 - Maghrib/Isha prayers every night at IMAN.
 - Dua Tawassul Program on Tuesday evenings.
 - Dua Kumail program followed by Reflections from Nahjul Balaghah on Thursday evenings.
 - Friday Juma prayer and evening program.
 - Fajr prayer on Sunday mornings followed by Dua Sabah and breakfast.
 - Wiladah and Shahadah of the Ahlul Bait per WF calendar.
 - Themes of the months drew from recent events and occurrences around the world, and featured speakers that are well received by the community.
- Conducted a successful Muharram program:
 - Shaikh Abbas Virjee's presentations were well received by young and old alike.
 - Provided marsiya and latmiya recitation in Urdu, Arabic, Farsi, and English languages.
 - All-day programs for Ashura and Sham-e-Gharibaan
 - Great community support in preparing food for Ashura
- Conducted a successful Ramadan program:

- Shaikh Aliasghar Karmali was our guest speaker for the month drawing lessons from the Quran.
- Youth lectures were provided by the Shaikh on Fri/Sat/Sun afternoons.
- Provided a detailed calendar of events to the community one week in advance to ensure smooth running of the programs and better participation.
- Daily Iftar and guest speaker attracted high attendance.
- Variety of programs such as Quran recitation for men and women in Arabic and English, dua recitation, and programs for children catered to different audiences.
- All-night program on the eve of 23rd included sohur and ended with Fajr prayer with great participation.
- High attendance at Eid prayer and breakfast.
- Participated in and organized various outreach events with other communities:
 - Events hosted for school students, church groups and community at large received very positive feedback from the guests.
 - 9/11 interfaith program at Kirkland Performance Center was a success and received very positive feedback
- Finished revising the Terms of Reference, which is now available online.
- Arranged for live broadcasting of various events such as Muharram, Ramadhan, and interfaith programs.
- With the help of IMAN Facilities, we now have a mounted camera in the main hall which simplifies broadcasting our programs.

Challenges

- 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.
- Need to ensure that IMAN attendees and visitors stay respectful of the volunteers who are enforcing IMAN rules and guidelines.
- Need more members in the committee, particularly more female presence.
- We need to grow our speaker pool.
- Need to use opportunities throughout the year to improve recitation during Muharram & Ramadhan.
- Need to continue finding diverse, stimulating, and motivating content for various programs.
- 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.
- Need to devise programs that are specially tailored for the youth and children.
- 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.
- 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

- 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.

- We now have a mounted camera in the main hall which simplifies live broadcasting of our programs. Next step is to provide live transmission of all of our daily programs. We also need a simplified solution for archiving these recordings.
- 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 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

2.3 Social Services Committee

Members

- **Hamed Esfahani:** Chair, caseworker.
- **Mohammad Nikjoo:** Treasurer, caseworker.
- **Sumaira Qureshi:** Committee member, food bank.
- **Alireza Hannani:** Committee member, Feed the Hungry program coordinator.

Accomplishments

- Received and processed **34** unique applications for Social Service Aid
 - Many of the applicants required help and follow-up numerous times throughout the year (processed over **69** application inquiries).
 - **24** Applicants were approved to receive aid.
 - 0. **68** Household members. **33** Children
 - 1. 6 Single mothers
 - About 35% of the applicants were returning applicants from previous years (many new applicants this year!).
 - Majority of applicants are families with 1 or more children.
 - Distributed over **\$31,000** for Social Services causes.
- Continued running the food bank as in previous years, however, most of the food this year was donated to local food banks and Tent City. Most applicants prefer to receive food cards, even if they are in small amounts (\$5, \$10, \$20).
- Identified local needy families (sayyid and non-sayyid) before Eid-ul-Fitr and distributed Fitra funds (\$3,200).
- Cooked warm meals for over 330 people at the Sacred Hearts Shelter in Seattle. A group of volunteers from IMAN participated in cooking dinners 11 times throughout the year.
- Supported Tent City in Kirkland Congregational Church by helping cover their utility bills.
- Delivered meals to Tent City in Bellevue several times throughout Ramadhan.
- Worked closely with Lutheran Community Services and assisted several applicants in urgent need for assistance.

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).
- Send out announcements for shelter cooking at least two weeks in advance.
- Forecasted budget need for next year \$30,000.

2.4 Facilities Committee

Members

Hossein Rezaee: Chair, main point of contact.

Meisam Seyed Aliroteh: Committee member (A/V, Access to building).

Arash Abdi: Committee member.

Alireza Hannani: Committee member.

Hamed Esfahani: Committee member (events coordinator).

Accomplishments

- New chair of committee: Hossein Rezaee
- Investigated and obtained professional bid for installing a ceiling mounted camera for recording & broadcasting live programs. System was installed and used during Ramadhan of this year. Included improvements to the existing AV system.
- Hired, scheduled, and made payment arrangements for professional services such regular cleanings, window cleaning, landscaping, water plants, and repairs.
- Investigated and obtained estimate to service facilities' fire alarm and sprinkler system (as required by city code). To be done in fall of 2011.
- Evaluated 2 professional estimates for solutions repairing/redoing the parking lot surface (estimates ranged from \$60K to \$90K). Recommended to EC to keep this on our list of longer-term maintenance of the facilities, as it's not urgent to do the repairs now. We do need to build a healthy reserve fund to address such issues in the coming years.
- 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

- Growing the committee and onboarding of new committee lead
- 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.
- Suggest to IMAN EC to create a reserve fund for building depreciation.
- Revise and complete Terms of Reference for subcommittee.
- Refine out annual budget estimate for ongoing maintenance cost.
- Encourage more involvement from committee members by having regular meetings.
- Work with IMAN EC & Board to develop a rental policy.
- Paint touch-up maintenance needed throughout the building.
- Investigate addition of security cameras at the entrances.
- Improve signage throughout the building (interior).

2.5 Resource Center Committee

Members

- **Syed Mohammad Raza Wasti:** Chair
- **Jawad Khaki**
- **Syed Ali Mansoor Naqvi**

Accomplishments

- The library was actively open throughout the IMAN academic school year.
- Installed a new computer which is available for users.
- Catalogued all existing books in the library and reorganize the shelves.
- Facebook page created to share material online.
- Developed code of conduct for the library.
- Shipped Urdu books to another Urdu library.
- Plan of action in progress to implement a system that facilitates users to check out books from the library.
- Developed a plan to train prospective librarians who are willing to volunteer.
- Developed template for About Islam tab on IMAN web site.
- Developed a plan to add fresh content on IMAN web site.

Challenges

- Develop relationship with respected authorities on Islam and Muslims.
- Volume of work to review new material suitable to share with others.
- Volunteers to operate the on-premise and online library collections.
- Volunteers to add fresh content on IMAN web site.
- Community member motivation to help in maintaining and grow the library.

Opportunities

- Develop relationships with other libraries.
- Archive all programs at IMAN.
- Serve broader community base of Muslims and non-Muslims.
- Provide a useful service for IMAN members: children, youth and adults.
- IMAN Resource Center could be a useful resource for Sunday School.
- Develop simple programs or events (e.g. Book clubs, etc.) to attract peoples participation in the library.
- Based on the theme of the month, the RC members can sort out the books related to the theme and make people aware of it.
- Train more people to volunteer as librarians to have the library open on week days as well.

Recommendations for next year

- Solicit donations to help develop the IMAN Resource center.
- Help recruit volunteers to manage and operate on-line and on-premise library resources.
- Promote IMAN Resource Center.

3 Additional Activities

3.1 Together We Build

This year we marked Together We Build's 10th 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 ten 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 an additional \$438,531 to Habitat as of August this year. You can find more about Together We Build on <http://togethwewebuild.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. This year, our nation marked a special 10th anniversary remembrance of the events of 9/11, and TWB was a great way for our faith groups to individually and collectively mark that anniversary. 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, each as we can, in excess of \$40,000 per year.

Together We Build is in need of new leadership, if we are to continue the work that has been going on for ten 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. Below are the various roles we need to fill, and job descriptions for each. As noted, three of the positions are filled. Please consider how you can help or identify someone who can help:

- TWB Steering Committee Chair
- Food Preparation Chair
- Volunteer Coordinator – (Dave Sanford from Aldersgate United Methodist will perform this task in 2012)
- Youth Program Chair – (Waqas Malik of the Ahmadiyya Muslim Community will perform this task in 2012.)
- Interfaith Service Coordinator – (Phil Gerson of Temple B'nai Torah will fill this role in 2012)
- Member Relations Coordinator

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.
- Improved organization:
- Core team has been formed and team members have been identified.
- Hospitality tasks for events have been identified and documented for future use.

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

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

Accomplishments

- With limited advertising we've had at least 55 students registered every term since establishment of the school in March 2009.
- Parents and students continue to be enthusiastic and cooperative about the Farsi School.
- There were a total of 4 regular classes for ages 5 to 17 and three adult classes.
- We had 6 experienced volunteer teachers and 8 assistants.
- The focus of teaching has been mainly on basic Farsi: reading, writing, and speaking.
- Secured a large shipment of textbooks from overseas.
- Recruited new volunteer teachers.
- Conducted a survey and received good responses with relatively high participation from parents, students, and teachers.
- Prepared a teacher training video for first-grade teaching techniques.

Challenges

- Number of interested students to register continues to grow, which is a pleasant surprise and challenge.
- Forming a group of experienced volunteer teachers.
- Filling the empty teaching positions as a result of two teachers leaving.
- Compilation of text books from various sources, within U.S. and overseas.
- Timing limitations presented by having to coordinate with other school activities at IMAN on Sundays.
- Long term succession plan for recruiting leadership.
- The school administration was short staffed.
- Teachers' absentees.
- Scheduling parents and teachers meeting.

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

- Formalize Farsi School as an IMAN subcommittee.
- Conduct a survey to collect feedback from students/parents/teachers.
- Teacher training.

- Have more opportunities for parents and teachers to communicate and share ideas.
- Formalize existing processes and enforce policies to create a professional and serious teaching environment.
- Have a standardized testing for new student's placement.
- Farsi language proficiency to qualify for a foreign language college credit.

3.4 Qur'anic Arabic Classes

Members

- **Rayyan Jaber** – Class Facilitator

Accomplishments

- The class facilitator and a core team of students meet regularly at the IMAN center.

Challenges

- Relatively low attendance rate:
 - Low attendance rate could also suggest that there is not a lot of interest in the community to learn the Arabic language. It's hard to be conclusive here since no official survey was conducted.
 - It is a challenge because it is hard to sustain a program when the number of interested people is too low.

Opportunities

The classes encouraged the participants to connect what they are learning with Qur'anic verses and supplications they recite after prayers, etc. Indeed, this is the main long-term goal of the classes, and is a key opportunity for IMAN center to be an educational beacon to both Muslims and non-Muslims in the greater Seattle area.

Recommendations

- While the sample text books surveyed so far do not seem to be good enough to be used as standard textbooks at IMAN, we need to look for more books, or start compiling previous lecture notes to a book that would be available at registration time, if such classes are to be offered again.
- It is beneficial for IMAN library to have reference materials, such as Arabic/English dictionaries and different (prominent) translations of the Holy Quran (with the original Arabic verses printed side by side).

3.5 Outreach Efforts

The IMAN Community has continued to reach out and provide reliable and dependable information about Islam and Muslim to counter the concerning wave of Islamophobia.

Given the unfortunate misinformation about Islam and fear of Muslims, IMAN outreach is an important area to expand. This activity is short of volunteers. Both 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.

Accomplishments

Islam 101 Presentations and Discussions with various groups hosted at IMAN

- Various youth and adults from Greater Seattle Churches and other non-Muslim communities for Iftar and other occasions throughout the year (Jawad and Meisam with support from many others in the community)
- Men's Interfaith breakfast at IMAN with Northlake Unitarian Church – January (Syed Wasti and the IMAN Sunday breakfast group)
- Middle school youth visit by University Unitarian Church - February (Jawad, Ghadeer, Rouhollah, Meisam)
- Forest Ridge School of the Sacred Heart visit to Friday prayer service - March (Jawad and Meisam)
- Presentation & dinner for “I am my brother's keeper Confronting ISLAMOPHOBIA Conference” attendees – May (Meisam and others from the IMAN community)
- Our Lady of the Lake School in Seattle – May (Jawad, Meisam and Sr. Shahina)
- 10th Anniversary Together We Build Interfaith Service – September (Many from IMAN)

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

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

- Camp Brotherhood “Celebrate Challenge” – 10/2/10 Panel Discussion between Br. Jawad, Father Tracey and Rabbi Mirel
- Seattle First Baptist Church in Seattle – November (Jawad)
- Puget Sound Reconciliation Dinner – December (Jawad and Syed Wasti)
- Interfaith service at All Pilgrims Church – December (Many from IMAN)
- PTA Regional Mid-Year Conference – February (Jawad)
- Peace Pole Planting & Dedication at Kirkland Congregational Church – April (Jawad and Hamed)
- Eastside Republican Club panel on religious liberty – May (Jawad)
- Faith and Today's World: “Interfaith Relations: Christianity and Islam” Issaquah Library – May (Jawad)
- East shore Unitarian church Interfaith Peace Service – August (Rouhollah)
- 9/11 Service at Kirkland Performance Center – September (Many from IMAN)

Community networking

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

- Serves on the Executive Advisory Board for the School of Theology & Ministry.
- Engage other faith and civic organizations in Greater Seattle to promote a pluralistic vision of America that incorporates all ethnic and faith communities.
- Speaks at various community forums as called upon.

- OneAmerica, Muslim Advocates, Department of Homeland Security, US Attorney General to improve treatment of Muslim US Citizens.

Challenges

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

Opportunities

- A key opportunity for Muslims to become more active and visible in the larger community.
- Provide reliable information on Islam and Muslims to counter continued misinformation.

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 should also 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. In several forums (e.g., meeting with Seattle US Attorney General) we had an opportunity to present a coherent Muslim voice if various Muslim communities were better organized. Efforts to form this group need to be revitalized.

3.6 Philosophy Study Circle

Members

- **Rouhollah Rahmani** – Facilitator
- **Hamed Esfahani** – Backup Facilitator

Accomplishments

- We focused this year on the study of Mulla Sadra, the great Islamic scholar and philosophy. This year was focused on deeper understanding of Allah and existence through the philosophy of Mulla Sadra. We complete selections from 2 books, and focused on discussion and debate.

Challenges

- Our key challenge is to approach the philosophical material in a way that the participants can 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 Allah and his creation through the study of Mulla Sadra, one of the foremost philosophers of Islamic Philosophy.

Recommendations

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

4 Executive Committee Recommendations for 2011/2012

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.

4.2 Volunteer capacity

A non-profit community organization like IMAN thrives because of its volunteers. There is no shortage of cool 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 Sustainability

To continue meeting the needs of the community and growing demands, IMAN needs to have a financially sound plan. While we were able to sustain ourselves this past year, we need to build a reserve and be able to expand our programs to tailor to different age groups. We also need to rely on a broad spectrum of the community for fundraising no matter the amounts donated.

As a growing organization with increasing demands and expectations of it, IMAN needs to continue developing leadership capacity and also put in place a succession plan for long term sustainability. We encourage more members to volunteer in different subcommittees, which is how we will develop the necessary leadership capacity to sustain the organization for the long term.