

# Algerian-American Association of Greater Washington

*P.O. Box 65063, Washington DC 20035-5063*

**April 21, 2011**

Dear Member:

You are cordially invited to attend the next Annual Meeting of Members (Meeting) of the Algerian-American Association of Greater Washington. The Meeting will be held on Sunday May 8, 2011 from 11:00 am to 2:00 pm at the Bethesda Chevy Chase Community Center (BCC) located at 4804 Edgemoor Lane, Chevy Chase, Maryland.

Your participation at this Meeting is important for the success of your Association. We urge you to attend and participate in shaping up the future of AAAGW. In preparation of this meeting, we are enclosing the following documents:

1. Proposed Agenda
2. 2010-2011 Board of Directors' Annual Report
3. Minutes of the previous Annual Report of Members held on April 25, 2010.
4. Proxy Form
5. Spring Picnic Flier

Please take the time to read these documents. If you cannot attend the Meeting, please complete and sign the enclosed proxy form and give it to a member you choose to represent you at the Meeting.

If you need further information, please do not hesitate to contact me or any member of the Board of Directors at [www.aaaagw.org/aaagw/contact.htm](http://www.aaaagw.org/aaagw/contact.htm)

Sincerely Yours,

Laila Boufraine  
Secretary



# **ALGERIAN-AMERICAN ASSOCIATION OF GREATER WASHINGTON**

*P.O. Box 65063, Washington DC 20035-5063*

## **ANNUAL MEETING OF MEMBERS**

**MAY 8, 2011**

### **AGENDA**

1. Approval of the Proposed Agenda
2. Review and Approval of the Annual Report for 2010
3. Membership status and Financial Reports for 2010
4. Election of Additional Board Directors
5. Other Business



# **Algerian-American Association of Greater Washington**

*P.O. Box 65063 Washington DC 20035-5063*

## **Annual Report**

**2010-2011**

### **Board of Directors**

Nacer Megherbi (President)  
Nadira Boumechal (Vice President)  
Yassine Belkhodja (Treasurer)  
Laila Boufraine (Secretary)  
Naim Bentahar (Director)  
Azzedine Stambouli (Director)

**April 2011**

## Message of the President

It's time once again for AAAGW's annual retrospective in order to assess AAAGW's achievements during the past year. This report contains brief information of the activities of the Board of Directors and an internal evaluation of AAAGW performance during that period.

I would like to thank the dedicated team of our Board of Directors whose enthusiasm, energy and great commitment have been their sole instruments for meeting up this challenging task. But, nothing would have been possible without the ever growing number of members who have shown a great willingness to support this association and have, without hesitation, helped promote our activities, thus giving it the opportunity to grow, improve, and flourish.

Although the approach taken by the Board of Directors in fulfilling its mission is irreproachable, it is important however to recognize that some shortcomings need to be stated and addressed by the next Board. It seems more appropriate to let you, dear member, convey them and express your opinions on the methods and approaches that should be taken by the next Board. Your suggestions and comments are necessary to improve every aspect of your association and we count on your participation during our next Annual Meeting of Members.

In the next few pages, a brief account of the activities of the board will be presented by our Secretary, Laila Boufraine. Yassine Belkhodja, our Treasurer, will be providing you with a detailed audited financial report. Also, the auditing team composed of Abdennour Azeddine and Sihem Boudjemaa have reviewed and provided their findings on the financial accounts of our association.

Finally, please remember that AAAGW is your association. We are more and more optimistic and ambitious for its future. We count very much on your participation in the next Annual Meeting of Members. This report is your guide to prepare yourself. Please read it carefully and do not hesitate to ask questions about its content during the meeting. Your critical scrutiny and questioning are essential for a successful and productive meeting

Best Regards.

Nacer Megherbi,

President

## **Introduction**

Shortly after the current Board of Directors was elected on April 26, 2011, it established a strategic goal to assemble and mobilize the Algerian-American community to strengthen its ties through the development and implementation of a basic set of activities. This report provides an outline of the activities performed during the 2010-2011 calendar year along with an overview of the financial situation of the Association. Finally, the report will provide a conclusion with some thoughts on our shortcomings and future actions that should be taken by the future Board of Directors. This report covers the period from April 2010 to April 2011.

## **Brief Account of the Previous Annual Meeting of Members**

The previous Annual Meeting of Members was held on Sunday April 25, 2010. During the meeting a review of the year's achievements was presented to the members along with a list of areas of needed improvement. Further details are presented in the minutes of the previous Annual Meeting of Members (a copy of the minutes is included at the end of this report).

## **Amendments to the By-Laws**

There were no amendments made to the By-Laws of the Association during 2010-2011.

## **Meetings of the Board of Directors**

The 2010-2011 Board of Directors decided to meet at least once a month and routinely met the first Friday of each month and/or as needed. Minutes of these meetings are included in the Association's archives. For your information, the Board of Directors' regular meetings are open to members of the Association. If you would like to participate, please send an email to any member of the Board of Directors and you will be notified when the next meeting will take place.

## **Organizational Framework**

The Board of Directors established a general structure comprised of a membership and social/cultural committees. Each committee organized its activities around members of the Board of Directors with the help of volunteers.

## Membership

As of April 15, 2011, the association has grown to 28 individual, 73 family, and 7 student memberships. This indicates an average increase in the membership by about 16% (from 93 to 108) over the previous 2009-2010 period.

Membership fees for 2010-2011 were set according to the decision of the previous Annual Meeting of Members and were changed as follows:

- Family: **\$50**
- Individual: **\$30**
- Student and Student Family: **free**

## Membership Activities

As part of its restructuring process aimed at improving the image of the Association and increase its membership, the Board of Directors organized a couple of meetings with a large number of volunteers to establish a framework meant to address some of the challenges that the Board of Directors were facing with increasing the visibility and the image of the Association. These meetings were aimed at identifying strategic actions needed to reverse the current trend.

During these meetings, a number of questions were addressed such as:

- What are the main reasons of the stagnant membership levels?
- How to increase membership recruitment, retention, and participation?
- How to enrich the Association's image and develop better communication tools?
- How to increase the recruitment and participation of the youth?

The minutes of these meetings are included in the Association's archives. The Board of Directors highly encourages their successors to continue organizing these types of meetings.

## Social and Cultural Activities

The Board of Directors was highly active in the programming and implementation of several activities that were performed during the year. The Board published early on the Calendar of Events on AAAGW website.

### *5/02/2010 – Spring Picnic at Cabin John Regional Park, Potomac Maryland*

The Association marked the beginning of the summer with a fun-filled picnic at the Cabin John Regional Park with a superb weather. More than 80 people gathered to enjoy the many activities prepared by the BOD. The main attraction, beyond the getting together and chatting, was the barbecued chicken and lamb merguez not to forget the numerous salads, side-dishes, and desserts brought by members. This was also an opportunity to meet the newly elected Board of Directors.

### *9/12/2010 – Aid-El-Fitr at Audrey Moore REC Center, Annandale, VA*

The Eid-El-Fitr party was held at the Audrey Moore REC Center, Annandale, VA. A crowd of all ages gathered for this holiday celebration. The kids especially enjoyed the outdoor sports and other indoor activities, while the adults appreciated the numerous Algerian pastries brought by members of the community. Approximately 60 adults and more than 30 kids attended the event.

### *11/06/2010 – November 1st Celebration at Charles Houston Community Center, Alexandria, VA*

More than 120 members of the community gathered in Alexandria to celebrate November 1<sup>st</sup>. People enjoyed the screening of the “Ben Boulaid” movie.

### *11/20/2010 – Aid-El-Adha at Potomac Community Center, Potomac MD*

The Aid-El-Adha celebration was held at the Potomac Community Center, in Potomac MD and attracted a large crowd from the Algerian-American community. A splendid Couscous buffet was provided by the Association while members of the community brought many sweets and pastries to share. Everybody enjoyed the music, dancing and children performance. The raffle event at the end made some lucky winners. The Board estimated that the event was attended by more than 150 members of the community and was very successful.

### *1/15/2011 – Yennayer 2011/2961 Celebration at Charles Houston Community Center, Alexandria, VA*

Approximately 150 members of the community and their families gathered in Alexandria to celebrate the Yennayer 2011/2961 event. People enjoyed a lecture on the Yennayer celebration, an excellent berber couscous, and great music with the Numidia/Andalousia band.

### *3/06/2011 – International Women’s Day Celebration*

A small group attended the screening of “Rachida” at the Bethesda-Chevy Chase Community Center in Bethesda, MD.

### *3/20/2011 – Concert by Wisseme and DJ Ragga Muffin*

About 80 attendees from different nationalities came to listen to the new Algerian talent, Wisseme and DJ Ragga Muffin. The audience also enjoyed the display of Algerian books, traditional Algerian dresses, and paintings. This event was co-organized with the GW Arab Club and attracted a younger crowd.

### *4/30/2011 – Annual Fundraising and Dinner Hafla*

The Board of Directors has spent a considerable amount of time and effort to organize an Annual Fundraising and Dinner Hafla. The event is scheduled to take place on April 30, 2011 at the Bamian Restaurant and will include a musical performance by Cheb Yazid and a dinner.

### *Soccer*

For the soccer fans, the Association has also organized several gatherings at Babylon Futbol Café in Falls Church to watch and cheer the Algerian soccer team's participation in the 2010 African Cup and 2010 World Cup in South Africa.

### *Helping Kids Suffering from Spina Bifida*

The Spina Bifida humanitarian program is meant to provide hope to many kids in Algeria who endure this disease every day without any hope or prospect of a better life. AAAGW was instrumental in finding hospitals and doctors in the US who were willing to treat these kids for free.

## **Report of the Treasurer**

The financial situation of the Association is presented in the following 2010 Statement of Revenues and Expenses. These statements were internally audited by qualified members of the community. For the first quarter of 2011, revenues where amounted to **\$1,540.00** and were generated from membership dues and donations. The total expenses amounted to **\$2,537.42** and as of March 31, 2011, the Association's total cash balance was **\$4,950.19**. All supporting data and information concerning the Association's finances and accounting are stored in the Association archives and are available to any member who wishes to review them.

**ALGERIAN-AMERICAN ASSOCIATION OF GREATER WASHINGTON**  
**2010 Statement of Revenues and Expenses**  
January 1, 2010 through December 31, 2010

**I- AAAGW account**

Cash Balance as of 12/31/09 **\$5,147.94**

**Revenues** **\$4,165.00**

Memberships \$3,270.00

Donations<sup>1</sup> \$895.00

**Expenses (See Appendix A)** **\$3,365.35**

Events \$2,829.60

Administrative \$535.75

---

**Surplus / (Deficit) as of 12/31/2010** **\$5, 947.59**

---

**II-Mounib<sup>2</sup> sub-account**

Cash Balance as of 12/31/09 **\$9,421.19**

**Revenues** **\$0.0**

Donations \$0.0

**Expenses (See Appendix B)** **\$9,421.17**

Miscellaneous expenses \$9,404.03

Administrative \$17.14

---

**Surplus / (Deficit) as of 12/31/2010** **\$0.02<sup>3</sup>**

---



---

**Total Surplus / (Total Deficit) as of 12/31/2010** **\$5,947.61**

---

**Footnotes:**

<sup>1</sup> Donations by members at the time of the renewal of their memberships and during events, includes \$230 earmarked for the scholarship fund.

<sup>2</sup> The Mounib sub-account holds funds donated to the association (AAAGW) to pay for living and medical expenses of Mounib Ferchichi and his mother.

<sup>3</sup> The Mounib sub-account was closed on 12/31/2010.

ALGERIAN-AMERICAN ASSOCIATION OF GREATER WASHINGTON

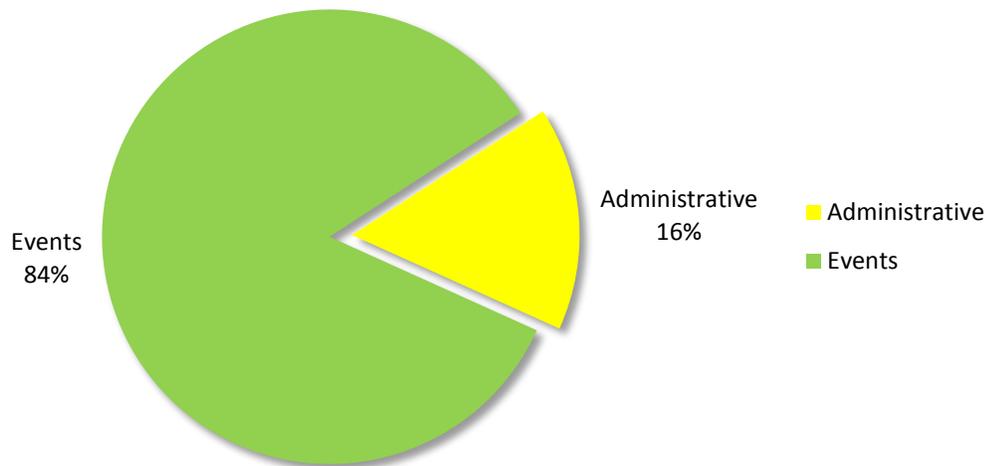
Appendix A

Detailed Table of Expenses

January 1, 2010 through December 31, 2010

<b>AAAGW Expenses</b>	<b>\$3,365.35</b>
<b>Administrative</b>	<b>\$535.75</b>
Admin	\$247.40
Legal	\$275.00
Fees (Paypal)	\$13.35
<b>Events</b>	<b>\$2,829.60</b>
Yennayer 2010	\$325.00
General Assembly 2010	\$281.13
Spring Picnic 2010	\$363.82
Eid El Fitr 2010	\$442.30
Membership meeting 2010	\$77.86
November 1 <sup>st</sup> Celebration	\$214.76
Eid El Adha 2010	\$1,064.73
Women's Day 2011	\$60.00

2010 Expenses



ALGERIAN-AMERICAN ASSOCIATION OF GREATER WASHINGTON

Appendix B

Detailed Table of Expenses Mounib sub-account

January 1, 2010 through December 31, 2010

<b>Mounib sub-account Expenses</b>	<b>\$9,421.17</b>
Miscellaneous expenses (medical and living expenses)	\$9,404.03
Administrative (postage)	\$17.14

The final release from Mounib’s legal guardian for the transfer of the final balance (\$9,404.03) is available on the Association’s website ([www.aaagw.org](http://www.aaagw.org)).

**Note:**

AAAGW has been part of a worldwide effort to collect funds to help an Algerian kid called Mounib who suffered from a born defect called Spina Bifida. Started in 2008, the proceeds of this international fundraising were deposited in a special Fund – “Mounib sub-account”.

The funds were used to cover expenses for the benefit of Mounib and his legal guardian (mother) who accompanied him to the US, (i) in line with existing US banking and tax laws; (ii) consistent with the desire of the contributors to ensure the funds are used for the sole care of Mounib; and (iii) preserving the credibility of AAAGW.

The final balance was transferred to Mounib’s legal guardian in December 2010 to cover his medical and living expenses. The Mounib sub-account was subsequently closed.

## Auditors' Report

### AUDITORS REPORT

To: The Board of Directors of the Algerian-American Association of Greater Washington (AAAGW)

We have examined the accompanying Balance Sheet and the related statement of Revenues and Expenses which portray AAAGW's financial position as of December 31, 2010 and the result of its operations for the period then ended. These financial statements are the responsibility of the Board of Directors.

In this audit, we have verified the balance sheet accounts as well as the transactions related to the statement of revenue and expenses. We have inspected evidence supporting such amounts and disclosures in these financial statements.

In our judgment, the financial statements referred to above present fairly, in all material respects, the financial position of AAAGW as of December 31, 2010 and the result of its activities and its cash flow for the period then ended.

This report is intended solely for the information and use of the Board of Directors and the members of AAAGW, and should not be used for any other purpose.

Name Abdenour Aeddine  
Signature  Date 04/14/2011

Name Sihem Boudjmaa  
Signature  Date 04/14/2011

## Shortcomings and Final Notes

While much has been accomplished during the 2010-2011 period, more needs to be done. The major shortcomings of this year are as follows:

1. Although we were able to increase our membership, it is clear that we need to double our effort and reach even higher numbers. The strength of this association is directly related to the growth of its membership. We need to come up with a structured program meant to encourage present members to renew their membership and give an incentive for no-members to join.
2. Despite efforts from the Board of Directors, we continue to have limited number of activities geared towards children and young adults. We urge the members to volunteer in offering and organizing activities for the future generations of Algerian-Americans.

## Resignations

The following elected members of the Board of Directors have resigned for personal reasons:

- Belkacem Hacene-Djaballah
- Farida Hacene-Djaballah
- Farida Kerouani

## Conclusion

Overall, the 2010-2011 period has been productive. From the start, the Board put in place a clear set of achievable goals meant to solidify the basic structure of the Association. Some activities such as the Annual Hafla were very time consuming and required important logistical effort and meticulous organization.

Our membership has increased and we believe that this trend will continue. Although, the Board was able to attract and recruit a good number of volunteers, unfortunately, we were not able to retain them. The next Board must establish the right strategy to recruit and retain a sizable list of volunteers.

Finally, we thank you for your trust and we look forward to further achievements during next year



# Algerian-American Association of Greater Washington

*P.O. Box 65063, Washington DC 20035-5063*

## **ANNUAL MEETING OF MEMBERS MINUTES**

April 25<sup>th</sup> 2010

BCC Services Center

4805 Edgemoor Lane, Bethesda, MD 20814

**Board of Directors Present:** Nacer Megherbi (President), Yassine Belkhodja (Vice-President), Abdel-Allah Stambouli (Treasurer), Naim Bentahar (Secretary), and Azzedine Stambouli (Director)

**Minutes:** The meeting started at 11:30 am and ended at 1:30 pm.

**Agenda:** The proposed agenda was unanimously approved as follows:

1. Approval of the Proposed Agenda
2. Review and Approval of Annual Report
3. Membership Status and Financial Reports
4. Election of Additional Board of Directors
5. Other Business
  - a. Review and setting of the Membership Dues for 2010-2011
  - b. Next Picnic event

### **1. Introduction**

The meeting was opened at 11:40 am by Nacer Megherbi, President of AAAGW, who confirmed that the quorum was met and declared the Annual Meeting of Members to be officially open for business. While verifying the quorum, an issue was raised by a member related to how the quorum was counted. (Please see the discussion in the "other business" section below).

After a brief introduction, the President invited Naim Bentahar (Secretary) and Abdel-Allah Stambouli (Treasurer) to provide an overview of the content of the Annual Report.

### **2. Review and Adoption of the Annual Report**

The Secretary presented a summary of the Annual Report and specifically emphasized on the following topics:

1. Board Structure: Due to its limited size, the Board of Directors adopted a flat organizational framework. Therefore, no specialized committees were created.
2. Membership: The board worked hard and was able to increase the membership by about 25% in comparison with the previous year. The total number of members reached 93 (all types combined). Though this numbers are very encouraging, much remains to be done in increasing the membership.
3. Activities: Given the small size of the Board and the serious lack of volunteers, the Board decided to focus solely in preparing and organizing a limited list of core events such as Picnics, Ramadan and Aids.

4. Helping kids with Spina Bifida: Dr. Azzedine Stambouli was applauded for his superb job and devotion in helping kids from Algeria suffering from Spina Bifida to be freely treated in the US from their debilitating disease.

Subsequently, the Board opened the floor to discuss the report and a number of questions, suggestions, and comments were made by the audience. Specifically, these questions were asked:

- a. Why all the events had a religious touch?
- b. How can the association reach out to other communities?
- c. Why there are no clear incentives for members?
- d. Why the membership fees did not change since the creation of the association?
- e. Why can't we use another format for the election of board members via direct representation or follow a rotational alphabetical system whereby each member of the association will be called upon to serve for a year to foster democratization, openness, and transparency?

The board clarified some of the above issues and offered an explanation to some of the decisions made. Eventually, the board recommended that some of these issues should be addressed by the next Board.

Finally, the Assembly voted to approve the Annual Report without any amendment.

### **3. Membership Status and Financial Reports**

The Treasurer provided an overview of the Financial Report and emphasized on the total transparency of all financial transactions made during his watch. He stressed the need for the next Treasurer to adopt the same rigorous process as to make sure that every transaction is accounted for and in total transparency.

Abdel-Allah provided a breakdown of the membership types as follows:

<b>Membership Type</b>	<b>Family</b>	<b>Individual</b>	<b>Student</b>	<b>Total</b>
Count	66	26	1	93

Finally, the Assembly voted to approve the Financial Report without any amendment.

### **Election of Additional Board Members for 2010/2011**

The assembly adopted unanimously a motion to thank the Board of Directors for their hard work and designated Mr. Nacer Megherbi to chair the remaining time of the meeting.

The following members submitted their candidacy to join the Board of Director for 2010-2012: Laila Boufraine, Nadira Boumechal, Belkacem Hacene-Djaballah, Farida Hacene-Djaballah, Farida Kerouani. In addition, the following previous Board members will continue to serve in the Board for another year (as stipulated by the Bylaws): Yassine Belkhodja, Naim Bentahar, Nacer Megherbi, Azzedine Stambouli. Mr. Abdel-Allah Stambouli has served for 2 years and thus decided to leave the Board of Directors.

A motion was submitted to elect the 5 new candidates on a collective basis. The motion was unanimously adopted. Therefore, the new board of Directors for 2010-2011 is comprised of the following members:

Yassine Belkhodja	Naim Bentahar	Laila Boufraine
Nadira Boumechal	Belkacem Hacene-Djaballah	Farida Hacene-Djaballah
Farida Kerouani	Nacer Megherbi	Azzedine Stambouli

#### 4. Other Business

- **Review and setting of the Membership Dues for 2010-2011:**

After a productive debate, the General Assembly decided to set the following fees for the Membership dues. These fees will be effective starting Jan 2011.

Family	<b>\$50</b>
Individual	<b>\$30</b>
Student	<b>\$0</b>

- **Next Picnic Event:**

The General Assembly wanted to know the preparation status of the May 2<sup>nd</sup> Picnic Event and whether there are any action items that the new board must be aware of. Since most members of the old Board are going to serve in the new Board, no transition issues should be expected and the new Board should be well prepared for the event.

- **How the Total Number of Members is counted to calculate the quorum?**

According to the Bylaws, the quorum is reached when 10% of the total membership is present. Traditionally, the association assumed that the quorum was based on the total number of memberships (regardless of the type). However it was not clear how family memberships were counted. Either:

1. The family membership is counted only once (for quorum purposes), or
2. Each family member is entitled to a vote and therefore, the total numbers of members should reflect the total number of members in each family.

For example, if we have a total of 93 memberships and 65 of these are Family type memberships and assuming that each family has 2 members (husband and wife), therefore, the total number of members can be either 93 or 159 (65\*2+28).

Consequently, the quorum can be either 10 in the first case or 16 in the second case. The Board agreed to look into this issue and clarify the true intent of the Bylaws.

With all the items on the agenda covered, the chair of the assembly declared the meeting officially closed at 1:30pm.

Naim Bentahar  
Secretary

# ALGERIAN-AMERICAN ASSOCIATION OF GREATER WASHINGTON

*P.O. Box 65063, Washington DC 20035-5063*

## PROXY FORM

I, a voting member of the Algerian-American Association of Greater Washington, hereby designate the following voting member:

---

*(Print Name of a voting member)*

to represent me at the next Annual Meeting of Members of the Algerian-American Association of Greater Washington, or any adjournment thereof,

For quorum purposes only;

To vote on my behalf on all matters included in the agenda of the meeting

*(Check one or both of the above choices)*

Member's Name: \_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*