

ALGERIAN-AMERICAN ASSOCIATION OF GREATER WASHINGTON

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

MINUTES OF THE BOARD OF DIRECTORS MEETING

March 15th, 2015

La Madeleine of Bethesda

Board Members Present:

Djamel Benelmouffok, Naim Bentahar, Abdelrani Bessaha, Dalila Bessaha, Nadira Boumechal, Ghania Chouaf, Abdenour Azeddine.

Excused: Dahmane Benarbane.

The meeting started at 10:30 am.

Agenda: The proposed agenda was approved as follows:

1. Call to order and Adoption of the agenda
2. Adoption of minutes of the previous BOD meeting
3. Treasurer report
4. Future Events
5. Miscellaneous

Minutes:

1. Call to order and adoption of the agenda: The meeting was called to order by the President at 10:30 am. The proposed draft agenda submitted by the President was approved.

2. Approval of the Minutes of previous meetings

Minutes of the February 8th, 2015 were discussed. Members of the BOD were asked to forward further comments, if any, to the Secretary. The minutes will then be adopted and recorded.

3. Treasurer Report

The account balance as of March 15th, 2015 was **\$4,381.16**. This includes the rental of the shelter for the 2015 Picnic and the deposit. The amount at the bank is reasonable in view of the wide set of events organized in the past 12 months. Further,

Nadira will send by the end of next week a reminder letter to members to renew their memberships.

4. Future Events

Program of rentals of venues for the upcoming events:

- Spring Picnic on May 31 at the Cabin John Park, with task managers being Youcef and Rani. Youcef has rented Shelter K. Originally the picnic was scheduled for May 24 which coincided with the Memorial week end.
- **Ramadan Sahra on July 4**, with tasks managers Ghania and Nadira and Laidia. They should report by next meeting progress made in renting a venue in VA if possible.
- **Aid-El-Adha on September 27** with tasks managers being Dalila and Abdenour. Potomac Center could be an appropriate venue. Abdenour has proposed the option of organizing a picnic instead.
- **Annual Hafla on November 14** with tasks managers being Naim, Youcef and Dahmane. A venue should be proposed at the latest by the May Board meeting.
- **General Assembly of the Members on December 13** with Rani being the task manager and the producer of the first draft of the annual report. Naim will cover the financial report and take charge of seeking volunteers to conduct the audit. BCC should be used as a venue. Tasks managers should rent it as soon as possible.
- **Yennayer 2016 on January 10-11, 2015** (to be determined) with the task manager being Youcef Aissi. Youcef will be in charge of renting a venue.

Abdelkader Secteur Show: Naim proposed a show with Abdelkader Secteur for May 9 with the following info. The details will be worked out by next BOD meeting.

- Estimated Cost (for 2 people): About \$3,700 including plane tickets (\$2100), room (\$600), accommodations for performers (\$500 for 3 days), visa (\$160).
- Understanding with performers that in the event of profitable event, the Board will split profits.
- Seating should be first come first serve, but details will be worked out further.
- Prospective costs of tickets: members: \$30, non-members (\$35) and children (\$20).
- Visa request process is underway.
- Possible contact with other association to organize a shared event.

5. Procedures and Work Schedule

- For handling responses to outside queries: Nadira would first propose a draft response. The response will be reviewed by a minimum of one BOD before answer is sent.
- For handling malicious or offending e mails: Such emails should be treated as spam. Protocol to be drafted to dispose of those e mails. Regards the case of Mrs. Zeina, in the event of a repeat offending e mail, the Board reserves the right to take appropriate actions.
- Board meetings schedule: It was agreed to schedule the BOD meetings on the 3rd Sunday of each month. Nadira remains in charge of sending emails to remind the BOD of upcoming meetings.

6. Miscellaneous

Business Model: Djamel has started his discussions with the working group identified at the time of the Annual Meetings of Members. His next meeting is scheduled for April 26 right after the Board meeting. Group members have agreed upon the following work distribution:

- Djamel: major donors
- Riad: individual donors
- Miloud: Special events

The agenda being covered, the meeting was adjourned at 11:45 AM