

MINUTES OF THE 3RD USMAA COMMITTEE MEETING FOR 2003/2004

Date : Saturday 27 the September 2003.
Time : 5 P.M.
Venue : ████████████████████.

Present : Ritzvi. Dean. Mohamed .Navfal. Jiffrey.Faiz. Haniffa.Pam,
Asraff and Shaffie.
Apologies : Sawudi Halwan.

1. Meeting was called to order by the president.
2. Recital of Fathiah by Deen Mohamed.
3. Welcome of committee members.
4. Minutes proposed by Deen and seconded by Nawfal. No matters from the minutes were discussed.

5. President's Report was tabled. The chair thanked for Jiffrey for managing the organisation during the interim period and for the success of the SGM and the attendance. He also congratulated Ashraff and Jiffry on the successful fund raising project - kottu night.

- a. Setting up of a editorial group consisting of Razana Yoosuf, Mohamed Haseeb and Mohamed Mohideen was approved at the meeting. It was recommended that one of the two be requested to be the Editor as the post is aprt of the management committee. Ritzvi to speak to Razana and Mohamed
- b. A meeting with the youth group. –
- c. Funding. – We have received the grant from VMC – 1200.00 and have also applied to the Monash Council for a grant in kind. We have also got 25% of all our hall hire at the Mulgrave Centre.
- d. Visit to Fulham Prison: Ritzvi also said that he visited a prison in Sale where there were 30 Muslim prisoners of which 5 were converts most of the prisoners were Lebanese and Turkish , Ritzvi conducted Jumma Prayers with the prisoners. He promised them caps and prayer mats, also some dates . Deen Mohamed inquired if they had facilities to watch videos. Ritzvi has decided to go and visit them again on a Saturday. One of the prisoners had asked Ritzvi if someone could go and visit his mother as she was very ill. Ritzvi conducted Janaza prayers for one of the prisoners brothers who was killed recently.

6. Financial Report - was not complete at the time of the meeting Ritzvi and Faiz set a date to complete the report.

7. Membership Update & Subscription Deadline: The dead line for membership subscriptions is the 30th of December 2003. The committee was e- mailed an update of the members who are currently financial. It was also discussed that it was difficult to find some of the members as they have changed residence.

8. Membership Groupings: Ritzvi made a copy of Membership groups which will be e- mailed to the Committee.

9. Calendar Of Events

- a. All dates for the year were finalised and each function allocated to two committee members (details in attached schedule). the Mulgrave Community Center has been booked for all events. Functions for Ramadan and Eid celebrations will need to be finalised closer to the date.
- b. Hussain Nizar and Nizra Haniffa have been approached to organise the ifthaars on the 8th and 15th of November respectively. It was stated that these functions are totally apart from the other functions, which would need members contributions.
- c. Ritzvi will attend to the Eid breakfast and Jiffrey will attend to the Hajj breakfast. Deen and Jiffrey said that if ASALMA wants to join USMAA for Eid breakfast they are welcome.

10. Committee Meetings: Committee meeting dates were also finalised until end of the year and to be hosted by different members (see schedule).

11. Newsletter and Editorial Committee

The Newsletter will go out once in three months, it will be done by the Editorial Committee.

Ritzvi said that he had a two-hour discussion with the editorial committee,

- a. One page to be dedicated to youth activities and the youth committee be responsible to get the information
- b. Sithy's achievement to be highlighted.
- c. To let all the members know that no one should send anonymous letters to the committee.

12. Youth Report: The minutes of the youth committee meeting held on the 21st of September was tabled at the meeting. The Youth wanted to visit a refugee camp, but had problems locating one. Since the Marybyong detention centre would only permit about 6 persons to visit, Jiffrey suggested that six of youth should go. Deen commented that the Refugees may not need help if it is being run by the Government.

13. Fasting Period: Discussed on the events calendar. 27th night will be held at the Mitcham hall due to the lateness of hour. It was also decided to cancel the 3rd Ifthaar as we had got Vajuhdeen to book the hall, thereby keeping our 10 functions for the year and not loosing out on the 25% discount.

14 Website: It was suggested we try to get more advertisements for the USMAA web site and generate some income. It was also decided to ask Shaffie to ensure that no anonymous mail or announcements are posted on the web.

15. Projects.

- a. The Kottu Night was a success, we made a profit of \$737/= (accounts to be finalised for the next meeting) There were a few members who were not quite happy about the way things were handled that night.
- b. Till project for the Janaza fund, the tills will be given to the members and collected in May. Although initiated by the main committee, the Janaza committee will be requested to coordinate.

16. Letters to be Tabled

- a. Write to Hong Lim and say that we are unable to attend the Multicultural Banquet as it is our fasting period.
- b. Ritzvi to apply for the Multicultural Grant for youth project

Any other business

- a. Janaza fund: It was informed that all members were not eligible for money from the Janaza fund. The fund is dispersed on a need by need basis. Ritzvi said that a paper had been presented at the AGM on the workings of the Janaza fund and a formal document to be prepared. The committee decided to invite the Janaza Committee for the next meeting.
- b. Ritzvi has spoken to some of the past presidents with regard to changes to the constitution and the role of trustees. He said that he had nothing personal against any of the trustees, but felt that the position was obsolete and could be replaced by an advisory body elected on a three year basis.
- c. Jiffrey suggested that we send letters to non-financial members saying that if they have not paid their subscription that they wont get there newsletter.

The meeting ended at 8p m. with recital of Fatiah by Nawfal.

Secretary

Pam Asraff.

EVENTS CALENDER - USMAA

EVENT	DATE	COMMITTEE MEMBER
FELLOWSHIP DINNER	13 TH September	Full Committee
FASTING – 2 ND SAT	8 th November	Hussain Nizar & Committee
FASTING – 3 RD SAT	15 th November	Nizra Haniffa and group
LAILATHUL – QADR	20/21 Nov	Committee (to book Mitcham)
EID CELEBRATIONS	29 th November	Ritzvi & Faiz
HAJJ CELEBRATIONS	7 th February	Nawfal and Jiffry/Mohamed
SPORTS DAY		Janaza Committee
ORATORY CONTEST	6 th March	Pam/Ashraff & Shaffie/Sawudi
MEELAD & QIRAATH	15 th May	Mohamed/Jiffry
AGM	10 th July	Committee

SPECIAL EVENTS DAYS

EVENT	DATE	Committee member
RAMADHAN FESTIVAL		Committee
HAJJ FESTIVAL		Committee

NEWSLETTERS

ISSUE	DATE
1 ST	20 TH October
2 ND	
3 RD	

COMMITTEE MEETINGS – USMAA

MEETING	DATE	VENUE
1	July	A. Amirudin ████████████████████ ████████████████████
2	9 th August	Nawfal Sharifdeen ████████████████████ ████████████████████
3	27 th September	Mohamed Mohideen ████████████████████ ████████████████████
4	October Sun 19 th at 5.00 pm	Pam & Ashraff ████████████████████ ████████████████████
5	November 15 – 6.30 pm	Mulgrave Hall
6	December Sat 20 th at 4.00 pm	Jiffrey Marikar 9 ██████████████████ ████████████████████
7	TBA	
8	TBA	
9	TBA	
10	TBA	

MINUTES OF THE 4TH USMAA COMMITTEE MEETING FOR 2003/2004

Date: Sunday 19th October 2003
Time: 5p.m.
Venue: [REDACTED]
Present: Ritzvi, Deen, Ashroff, Shaffie, Pam, Sawudi and Naufal.
Apologies: Jiffrey, Faiz, Rifka and Razana.

1. Meeting was called to order by the President.
2. Recital of Fathiah by Ashroff.
3. Welcome of committee members by the President.
4. Minutes proposed by Deen and seconded by Ashroff.
5. **President's Report** was tabled.
 - a) As discussed at our last meeting Razana had agreed to be the Editor of the USMAA Newsletter, but will be unable attend any committee meetings. As Ritzvi is also on the Editorial Committee he would report back. The Editorial Committee has met on two weekends to finalise the newsletter, which will be posted to the members on the 20th of October. An interview with Sithy will be featured in the newsletter.
 - b) Ritzvi had a meeting with the Youth Group in order to discuss about applying for a grant from the VMC with regards to a Youth Forum.
6. **Financial Report** was completed by Ritzvi and Faiz,
 - a) 65 members have paid up. Their subscriptions amounted to \$1875/=.
 - b) We have received a grant of \$1200/= from VMC.
 - c) Ashroff suggested a Pittu Night to make more funds, but Ritzvi and Deen said that we will wait a few months more and see if it will be necessary, but all agreed that it will be better if all the members paid their subs.
7. **Membership update and Subscriptions**, the committee was given updates of Financial members.
 - a) Nakeeb Issadeen and family has joined USMAA, Ritzvi said that he will post them a Newsletter
 - b) The groups were finalised with a few additions and deletions from the list. Dean's group will work with Naufal for the hajj celebrations dinner.
 - c) Ritzvi wanted the committee to talk to the non-financial members in their lists and ask them to pay up their subscriptions as the fasting time has now begun and the costs would go up.
8. **Janaza committee**
 - a) Chota and Fathaya from the Janaza committee was unable to attend the meeting.
 - b) Ritzvi said that he will distribute the tills as a fund raising for the Janaza fund during the ifthaars. The tills will be collected at the end of April or May.
 - c) Deen said that we should ask the Janaza committee for their suggestions and he also commented that the Janaza committee should buy a grave instead of keeping the money in the Janaza Fund.

Ritzvi has spoken to Mahroof about the paper with regard to management and operations of the fund that was presented at the AGM. Mahroof had agreed to meet with the Janaza committee and finalise details after Ramadhan. Deen said that the membership did not need to know all the

details of who died or who was buried as that is supposed to be confidential, but Ritzvi said its time to get a documentation as the Janaza committee decides who is entitled to the Janaza Fund.

9. **Newsletter** was posted to all financial members. Ritzvi thanked Razana Yoosuf & Mohamed Haseeb for all the excellent work put in and getting the newsletter on time. It was also decided to send copies of the newsletter to all Muslim embassies and consuls.
10. **Youth Report** the youth are a very active group and have decided to submit an article in the Newsletter about their Youth Team and their goals.
 - a) The youth group is also planning to visit the Marbyong Detention centre with food and clothing for the muslim detainees there.
 - b) USMAA is applying for a Grant of \$2000/= to the VMC for the youth committee in April or May
 - c) A special mention to Adel and Shakira who are working very hard for the Team.
11. **Fasting Period:** The Mulgrave Community Centre has been booked for the Ifthaars and Mitcham for the 27th night.
 - a) USMAA will donate the cups and plates in bulk for the ifthaars and also the stringhoppers for the 8th
 - b) Ritzvi was hoping that USMAA will get donations and Deen suggested a donation box at the entrance to the hall at the Celebrations Dinners.
 - c) 8th November by Hussain Nizar and group. Nuim Khaiyath will give the bayaan at this ifthaar
 - d) 15th November by Nizra Haniffa and group. The youth will conduct the Bayan for the night.
 - e) Festival Breakfast will be coordinated by Jiffrey and Sithy.
 - f) 29th Festival dinner will be hosted by the Ritzvi/Razana and Faiz Haniffa groups
 - g) ASLAMA would like to have joint Festival Prayers [Hajj]. Deen was keen that responsibilities and proper delegation of duties were worked out for both groups.
 - h) He also suggested that we host Ramazan and ASLAMA hosts Hajj. Ritzvi said he will approach them to see if it is possible.
 - i) Ritzvi will attend the ifthaar on the 29th of Nov with ASLAMA.
12. **Websites.** Sawudi will talk to someone who wants to put an AD in the USMAA website the price is \$60/= per year
13. **Projects** Till project for the Janaza Fund.
14. **Letters to be tabled**

Aziz Cooper Chief Muslim Chaplain for Victorian prisons – regarding support for prisoners. As they need funds, Ritzvi will be visiting the prison again to give them 17 Prayer mats and caps and qurans donated by a few members.
15. **A.O.B.**
 - a) Invite the Janaza committee to attend meeting,
 - b) Check with Jiffrey if the December meeting is still at 5p.m
 - c) Next meeting 15th November at 6p.m. at the Hall.

Meeting was terminated at 6.00p.m with recital of Fathiah by Deen Pam Asraff.

Secretary

MINUTES OF THE 5TH USMAA COMMITTEE MEETING FOR 2003/2004

Date: Saturday 15th November 2003

Time: 6.30pm

Venue: Mulgrave Community Centre

Present: Ashraff, Eddie, Nawfal, Deen, Ritzvi, Pam and Rifka.

Apologies: Faiz, Jiffrey, Sawudi, Shaffie and Chota.

1. Recital of Fatiah by Eddie.
2. **Meeting called to order** by the President.
3. **Minutes of the last meeting**, proposed by Ashroff and seconded by Deen.
4. **Matters arising from the minutes:**
 - A) Ritzvi mentioned that he had spoken to Noor Maharooof regarding the white paper tabled at the AGM about future directions of the Janaza Committee. Noor had also agreed to be involved in formulating a policy document. Deen wanted to know why an Auditor was involved in the Janaza Committee planning. Eddie and Ritzvi assured him that the Noor was helping out as a member and not as the auditor.
 - B) The USMAA Committee decided to invite check with the Chota, Janaza Committee and fix a meeting to suit him and the committee.
5. **President's Report** was tabled.
 - A) Newsletter has been sent to all members and Embassies.
 - B) Letters to members who haven't paid their subs for 2002/2003 was sent out in the first week of Nov inviting them to pay their subs and join us again and a deadline was set for the 31st of Dec 2003.
 - C) Ritzvi visited the Fulham Prison with Aziz, he gave the Prisoners the Prayer Mats Prayer beads, caps and two copies of the Holy Quran donated by members and he said that they were very happy to receive them.
 - D) Rizvi and Dilhaam attended the ASLAMA 's Ifthar on the 29th it was well organised With little children giving 2-3 minute talks, Rizvi was invited to conduct isha prayers.
 - E) The 1st Ifthar was a great success and a very inspiring bayan on tolerance and living in a multi religious society was given by Nuim Khaiyath. Aziz Cooper, Chief Muslim Chaplain for prisons also attended. Thanks to Hussain Nizar and the other families Areeb, Jabbar, Segu Zuhair and Nisthal Badurdeen and Maharooof Marrikar for hosting the ifthar.
6. **Financial Report:** We have \$2330/= from the Subs and we are hoping to catch up today. Statement of accounts too was tabled
Disposable cups and plates purchased – 350.60.
Committee approved the purchase of lapel mike and hands free system.
Also purchase of String hoppers for Ifthaar – 200/=.
7. **Membership update and subs**, no new members but we have to get the subs today.

8. Janaza Committee

- A) Tills will be given out today, for fund raising and the tills will be collected at the end of April.
- B) A day in mid May was suggested for the Sports day but because it will be the cricket Season it might be difficult to get grounds. Deen suggested that we have Indoor Sports like carrom, table-tennis etc.
- C) Ritzvi said maybe get the youth involved for the sports day. A suggestion was made that we charge \$10/= per head for the sports day.
- D) Chota to join us at the next committee meeting if he is free.

9. Youth report

- A) The youth will be conducting all prayers and delivering the bayan at the 2nd ifthaar – i.e. 15th of November. Rizwan and Maryam are scheduled to give a talk each.
- B) The youth will be visiting Marybynong Detention Centre on Saturday the 22nd.of November they are collecting clothes, dry food rations etc to take to the Muslim detainees. They have to decide who will go, as only one or two youth are allowed to enter the centre.

10. 27th Nite: USMAA has invited ASALAMA for the 27th night. The proceedings will start at 9.30 at the Mitcham Hall. Imitaz will deliver the bayaan on the 27th Nite

11. Ramazan festival Prayers and Celebrations dinner

- A) Hall has been booked at the southern Community Centre for festival prayers. Tentative speaker as been finalised. Prayers will commence at 8.15 a.m. sharp.
- B) Jiffrey and Sithy are co-ordinating the festival breakfast
- C) The festival dinner is being sponsored by Ritzvi/Razana and Faiz's groups. The cooking will be handled by M. Y. M. Thowfeek who is charging 8.50 per head.

12. Website: All information has been updated in the website. The webmaster should try and seek out sponsorship and advertisements.

13. Projects tills for Janaza. Ramazan appeal for Tenakumbura ICV has a problem –case scheduled for the 11th of December Ritzvi requested members to attend and support the stand taken by ICV against the vilification.

14. A.O.B.

- A) Bawa wants to resign as our representative for Sri-Lanka
- B) Ask Jiffrey or Nishtar or anyone else who is interested.
- C) Ritzvi also informed that he would be visitng the prison after Eid to conduct celebrations there in the form of a BBQ which will be sponsored partially by USMAA. The committee approved the sum of \$300.00 (100 donation and 200/- from the funds) for this project.
- D) Rifka will be away for three months, and we need someone to get involved from the youth Committee. Ritzvi suggested Dilhaam be appointed as acting coordinator and will be invited to attend all committee meetings.

15. Fatiah by Deen

Meeting terminated at 7.15 p.m.

Pam Ashraff

Secretary

15.12.03

MINUTES OF THE 6TH COMMITTEE MEETING FOR 2003/2004

Date Saturday 20th December

Time: 5.00pm

Venue: [REDACTED]

Present: Jiffrey, Faiz, Naufal, Deen, Rizvi, Pam, Ashroff and Adel Mohamed
From the youth group.

Apologies: Shaffie and Sawudi.

1. Recital of Fatiah by Naufal.
2. **Meeting called to order** by the President.
3. **Welcome of guests** Adel and Haniff Mohamed
4. **Minutes of the last meeting** Minutes were duly adopted after a few corrections, Proposed by Deen and Seconded by Ashroff
5. **Matters arising from the minutes.**
 - a. Jiffrey was not available to be our representative for Sri Lanka.
 - b. According to Sawudi, some of the members who came for the Festival dinner had refused to pay their Subs: and tore up their membership forms. The committee proposed that members who bring guests should primarily inform the organisers if they tend to bring guests for the Haj festival dinner and if possible make a donation.
It was stated that there was an increase in the number attending USMAA functions but the down side was that many were not contributing or paying their subs.
 - c. It was also mentioned by Ritzvi that Dilhaam had been continuously helping with the cleaning etc after every function and that it was unfair to expect him to do so. Ritzvi also mentioned the state of the toilet both ladies and gents which had been very badly used.
Jiffrey stated that all committee members should remain after every function and make sure that the hall was left in a proper state. This was unanimously adopted by the committee.
 - d. The youth and children take their food out of the hall, which they are not supposed to do. Food should be eaten inside the hall according to the regulations and all parents should be very strict with the children and see that they eat inside the Hall.
6. **President's report.** The president's report was tabled.
The president was glad that the fasting and festival prayers was a success and Also the festival breakfast. He thanked Jiffrey and Sithy for organising the Breakfast. The Eid dinner had a major problem because they ran short of food As members had brought guests without informing the committee.

Ritzvi visited the Fulham Prison with Aziz and contributed \$300/= towards Food for the 38 muslim prisoners to celebrate Eid (with a 100/- donation from a well wisher)
7. **Financial report.** Our subs are \$2900/= and the bank balance is \$4900/=
We have \$955/= Fitra money which the committee decided to donate to the lady who needed to undergo surgery. Information with regard to authenticity was been sought before the money will be sent.
8. **Membership updates and subs.**
It was noted that some people who were not eligibler fro student rates were paying subs as students. The clear criteria is that only FULL-TIME students are elgible for the student concession. All others should pay the single membership fee. Ritzvi to send out a memo to all youth to clarify their poistions and rectify any omisions

Members who have not paid their subs have been given time till the 31st of December..

9. **Youth report**

Concern was raised about some members of the youth team having a idea that they would be a totally separate entity from USMAA. It was also raised that the minutes of youth committee should be forwarded to the main committee after each meeting.

The youth group visited the Marybynong Detention centre on Saturday the 22nd of November Deen and Ritzvi accompanied them. They took clothes and dry food rations to the muslim detainees there.

Finalising events/projects

The next meeting is on the 17th of January at 5.00 pm the venue is Deen Mohamed's place No 12 Lyric Court, Glen Waverly.

10. **Haj festival Breakfast and Dinner.**

Haj breakfast members can bring a light refreshment.

The dinner which will be on the 7th of February which is a Sunday will be At 7.30p.m. it will be done by Naufal and Deen . It should be clearly stated That visitors should pay and that Donations will be accepted.

Website: Does not seem to be generating any income for USMAA. Review viability.

Youth Forum: Ardel Mohamed explained the purpose of the youth forum, It was to increase awareness about what the Quran and Sunnah say about tolerance and Multiculturalism in Islam in both the muslim and non-muslim communities.

In order to achieve this purpose they will have speakers to talk on the following topics;

1. Islamic Tolerance of other religions and beliefs.
2. The proper context in which the shariah law should be viewed.
3. The role and rights afforded to women in islam.

In addition a section of the forum will be open to young people of different Cultural backgrounds.

The forum will be on the 28th of March 2004 at The Copeland Theatre, Melbourne University between 2p.m-6p.m. and the chief guest will be John Pandazopolous. Ritzvi suggested that we have a souvenir to raise funds and he asked the Committee to get as many ads as possible. Everything to be finalised atThe next meeting.

Projects : Till project for Janaza fund.

A.O.B.

1. Flyers to be sent out regarding the Haj festival dinner.
2. Eating outside the hall is banned.

The meeting ended at 6.40 p.m. with Fatiah by Faiz.

Pam Asraff.

Secretary

MINUTES OF THE 7TH COMMITTEE MEETING FOR 2003/2004

Date Saturday 17th January

Time: 5.00pm

Venue: [REDACTED]

Present: Jiffrey, Naufal, Deen, Rizvi

From the youth group.

Apologies: Pam, Ashraff, Rifka, Faiz, Shaffie and Sawudi.

1. Recital of Fatiah by Naufal.
2. **Meeting called to order** by the President.
3. **Welcome of guests** Adel and Haniff Mohamed
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5. **Matters arising from the minutes.**
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 - c. It was also mentioned by Ritzvi that Dilhaam had been continuously helping with the cleaning etc after every function and that it was unfair to expect him to do so. Ritzvi also mentioned the state of the toilet both ladies and gents which had been very badly used.
Jiffrey stated that all committee members should remain after every function and make sure that the hall was left in a proper state. This was unanimously adopted by the committee.
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In order to achieve this purpose they will have speakers to talk on the following topics;

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The forum will be on the 28th of March 2004 at The Copeland Theatre, Melbourne University between 2p.m-6p.m. and the chief guest will be John Pandazopolous. Ritzvi suggested that we have a souvenir to raise funds and he asked the Committee to get as many ads as possible. Everything to be finalised atThe next meeting.

Projects : Till project for Janaza fund.

A.O.B.

1. Flyers to be sent out regarding the Haj festival dinner.
2. Eating outside the hall is banned.

The meeting ended at 6.40 p.m. with Fatiah by Faiz.

Pam Asraff.

Secretary

MINUTES OF 9TH USMAA COMMITTEE MEETING 2004

Date: 20th March 2004

Time: 4.30 p.m.

Venue: [REDACTED].

Present: Ashroff, Pam, Jiffrey, Naufal, and Rizvi.

Apologies: Deen Mohamed and Rifka

1. Meeting was called to order by President.
2. Recital of Fatiah by Jiffrey.
3. Confirmation of last minutes: Minutes of last meeting was not complete
The President will table them at the next committee meeting.
4. Presidents Report: will be e'mailed to the committee.
5. Advertisements for Souvenir for Youth Forum: Jiffrey, Ashroff and Shaffie got five and a half Pages of advertisements. Thank the Advertisers and send them the Souvenirs.
6. Subscriptions. The President requested the committee to ask the Members on their lists to pay their subs as the books have to be finalised for the AGM. Jiffrey was worried that Members will keep away if we push for their subs. Naufal said that there were six members who have not paid their subs but never misses any of the functions.
7. Oratory Contest: was a great success, and the Children were very happy. Rizvi said that maybe next year there will be more children. The good thing about it was that everything was finished by 10.30p.m.
8. Purchase of cups and plates - bulk – 203.90
9. Youth Forum: Rizvi has sent notices to most of the Media and radio Stations to advertise the Youth forum.
10. Meelad and Qirath Contest: Jiffrey will co-ordinate the Meelad and Qirath contest which will be held on the 15th of May, at the Mulgrave Community centre which has already been booked. Jiffrey said that he would like to have someone Sponsor the Qirath Contest.
11. Sri Lankan day: The 16th of May is Sri-Lankan day and Immigration requested USMAA to participate with a cultural Muslim segment. Rizvi will talk to Farah. and Fathaiyya.
12. Banner for USMAA Rizvi wants to organize a banner so that we could use it for all our functions. Naufal suggested that it could be done cheaper in Sri-Lanka. The banner will be in cream or white satin with green and gold lettering.
13. Seniors Outing – The committee approved upto \$250.00 to be spent on the day outing for the seniors – Melbourne Flower show.
14. The Newsletter will be sent after the Youth Forum
15. Any other business: Olga Mendis has requested material about Sri-Lankan Muslims in Australia, for her book that she is putting out. Rizvi will talk to Farouque.
13. Till Project: This is the only project for the Janaza Fund and it will finish in May.
16. AGM: The notice for the AGM should be sent 15 days prior to the meeting, Rizvi said that he would seek to amend the constitution and he said that he will send an e'mail to the committee members regarding this.

17. Next months meeting will be at Deen Mohamed,s house on the 24th of April
at 4.00 p.m.

Meeting ended at 5.35p.m.

Fatiah was recited by Naufal.

Pam Asraff. {secretary}.

**MINUTES OF 10TH USMAA COMMITTEE MEETING
2004**

Date: 24th April 2004

Time: 4.30 p.m.

Venue: XXXXXXXXXX

Present: Deen, Ritzvi, Faiz, Ashroff, Pam, Sawudi Shaffie and Jiffrey.

Apologies:

1. Meeting was called to order by the President.
2. Recital of Fatiah by Deen Mohamed.
3. Minutes of last committee meeting: Confirmed by Jiffrey and seconded By Ashroff.
4. Matters arising from minutes: USMAA will participate on the 16th of May for Sri Lankan day with a Muslim segment, Farah will help the children organise the children for the costume parade..
5. President's Report – Briefed about the discussion with the migration museum and the issues with regard to non-members requesting for letters. A clear policy to be defined at the AGM with regard to USMAA support for members.
6. Meeting Schedules: Next Meeting will be held at Faiz's house on Saturday the 22nd of May at 4.30 p.m.
7. Membership: We have only one more new member, 102 Members have paid their Subscriptions we have collected \$3160/= from subs. There are many members who have not paid their subs. The President requested the Committee to push for the subs from the members in their groups.
Deen Mohamed suggested that we should have an arrears column in the members List or maybe a debtors column. The committee endorsed this and in future all members would be requested to pay their arrears before paying for the current year in question. This would be adopted with the current year 2003/2004.
Ritzvi will send a letter to those who have not paid their subscriptions.
Youth Report and Youth Forum: The Youth were very disappointed at the poor turnout at the youth Forum There were concerns raised with regard to the speech from the USMAA youth member with regard to practice of mowlood, etc. Ritzvi said that he has written to the forum organising committee with regard to that the forum was not the appropriate venue for such discussion where people are unable to respond. Also he stated that everyone should respect each other's views and be tolerant. There has been no response from the youth as yet.
The President also placed on record the hard work and excellent job carried out by the youth in organising the forum which had been very well accepted by those attending it. This was endorsed by the committee.
8. Constitution: The 21st of May will be the final date for the amendments to be received.

Ritzvi said that he wanted to put forward a series of changes which he had tabled at the last AGM. These changes will be circulated to the committee if they wished to add to it. One of the key changes is the removal of the trustees and introducing an advisory committee elected on a 3 year term.

Ritzvi said that the paper given by Noor has been misplaced regarding the Janaza Committee. Deen said that we must get some advice from an Imam because it is a very Religious issue, and he also said that we need the Janaza Committee to let us know exactly who uses it. Ritzvi said that there should be a clear cut decision with guidelines on how the disbursement of funds etc should take place.

9. Newsletter: The Newsletter is now ready and will be sent out Tomorrow with a proforma to amend the Constitution.
10. Letters to be Tabled: SPUR has sent a letter to USMAA and also rung Ritzvi to find out if USMAA would like to join with them to target anti LTTE . Jiffrey, Ritzvi and the rest of the committee said that USMAA according to the constitution is a Cultural Association and not a political organization and that we didn't want to join with them, as we would prefer to remain non political.
11. Immigration Day: USMAA is going to participate, Farah will see the children in different costumes the Muslims wear. Fataya will maybe give a cookery demonstration, and have a stall giving information about Sri-Lankan Muslims and also some of the clothes the Sri-Lankan Muslims wear. It will be on the 16th of May 2004.
- 13 A.O.B. Meelad is on the 15th of May Jiffrey and Sithy will co-ordinate it Qiraath Contest contact Sithy.
Meelad Fouze and Wife.
Ladies have requested that they would like to have a Ladies Night in June, Ritzvi said that he will book the hall for them.
Post should be directed to the secretary,s house..
Ritzvi said that the Fax that is in Eddie's house is now obsolete. Olga has not contacted us as yet, Faiz said that he has a Tamil Version about Sri-Lankan Muslims, Ritzvi said that maybe Olga Needs to know more about the Sri-Lankan Muslims as she wants To write about Multiculturalism.
14. Fatiah by Naufal.

Meeting terminated at 6p.m.

Pam Asraff (secretary).

MINUTES OF 11TH USMAA COMMITTEE MEETING 2004

DATE; Saturday 22nd May 2004
TIME: 4.30p.m.
VENUE: [REDACTED]
PRESENT: Ritzvi, Deen, Naufal, Pam, Shaffie, Faiz, Jiffrey, Ashroff.
GUEST: Adel (Youth Committee)
APOLOGIES: Rifka.

- 1) Meeting called to order at 4.55 p.m.
- 2) Recital of Fatiah by Faiz
- 3) Minutes of last Committee Meeting confirmed by Shaffie and seconded by Deen. Matters arising from Minutes: No. 8. on the Minutes to be corrected, instead of We need the Janaza Committee to let us know exactly who uses the Graves, It Should read ; We do not want to know who the Recipients are.
- 4) **President's Report;** The President's main concern was that some of the Members were very reluctant to pay their subscriptions, which made it very difficult for the President and committee to keep on asking those members to send in their subs: He also spoke about the Janaza Committee, they were invited to attend the Committee Meetings on three Occasions but have not met with the committee at all.
The President was also very disappointed at the support given to the Youth and the kids activities and events
The Sri Lankan festival was a great success. Thanks to all those who helped in the organization of the event. The feedback was very positive with regard to the stall and our cultural display.
The Ladies have requested that they have a Ladies night, but Ritzvi said that if they don't contact him, he wont be able to book the hall and as the books have to be sent for auditing.
- 5) **Accounts and Subscriptions;** Ritzvi was concerned that expenditure was a bit too high, and decided that a motion should be put forward to up the subs. The older Pensioners to pay \$15/= and the Pensioner couples to pay \$25/=, and maybe the students who are working to pay more. Students to prove they are full time students. Deen asked Ritzvi to send a letter to the members and five days later the committee will telephone them and ask them to pay the subs. We will also get 180/- from the museum.
- 6) **Membership.** Approval of financial membership list to be sent out.
- 7) **Youth Report;** Adel who was present at the committee meeting said that they Have not done any thing much about the forum, Jiffrey said that there was no feedback, and he also said that the speaker at the Youth Forum upset a lot of people, and in future if they had someone who spoke at a forum, they should have the speech checked. Adel said that it had been requested, but he kept it for the last. Jiffrey also said that some of the parents were not very happy about the words he used. They were not very appropriate. Adel was asked to convey it to the speaker.
- 8) **Project reports;**
Meelad & Quirath Contest. Jiffrey said that the important thing is that the Committee should help and he also said that the Quirath Contest was a success. Ritzvi's concern is that in general people do not attend the kids activities but at dinnertime, we had a large turnout.
Sri Lankan Festival; It was a very disappointing attendance by USMAA but the other communities had very good attendance, We had a cookery demonstration by Sanya Hablulla, a costume parade , organized by Farah and others and a stall displaying clothes of our culture. The President thanked all

those who helped in the festival especially the children who participated. We will also be getting \$180/= for USMAA from the Museum.

- 9) **Janaza Fund; Till Project;** we need the tills by the 10th of June, so that we could close the Books, the committee should collect the tills. Paper tabled at AGM with regard to the Janaza Committee functioning.

The paper was tabled by Chota. Naufal said that we should invite the Janaza Committee for the next committee meeting. Ritzvi suggested that it was a bit difficult for ladies to serve on the Janaza Committee but a sub committee comprising of the ladies to be set up to support the bereaved.

Ritzvi was worried that there are no guidelines and Jiffrey said there are no rules on who is buried or who uses it. Jiffrey also said that we should ask for volunteers to join the Janaza committee, so that they can help

10) AGM 2004/2005

Approval of Agenda. Agenda approved by committee, but the time was changed to 6p.m.

Approval of Financial membership to be sent out, committee asked the President to wait till the 30th of May and send with the forms.

Amendments to the Constitution. As at 5pm on the 21st of May the Secretary has only received one signed by the President and seconded By Deen Mohamed. A Notice will be sent to all members regarding the AGM.

A special meeting will be held on the 6th of June at 2p.m. at Deen Mohamed's House. The trustees will be invited to the meeting. Also the Janaza committee will be invited. Jiffrey said that there should not be any discussions, but to say that these are the new Amendments so that they will know about it before the information was sent out

Motion put forward by Youth [Adel, Rizwan and Rifka with regard to direction of USMAA. Detail discussion took place on the 3 points mentioned in the document. The President requested that Adel check with the person concerned on what he found unislamic in USMAA to leave the function without having dinner.

Also Adel was asked about the statement by children not wanting any of their teachers to be invited to the functions of USMAA. Again on request of names which will have to be given if asked at the AGM Adel said that they would remove that statement. In general Adel agreed to resubmit the document after the discussion that took place.

- 11) Newsletter was sent out in May.

- 12) Website; to be continued and reviewed by the new committee.

- 13) Letters to be tabled. USMAA will hand over the Fitra money to Appeal for the children of Iraq on Sunday the 23rd of May 2004 At the Docklands Hub.

- 14) To book the Mulgrave Community Centre Hall for the next year, and talk to the new committee.

- 15) Any Other Business.

- a. AGM dinner to be hosted by the committee
- b. Minutes of all the committee meetings to be sent to the Auditor.
- c. Next committee meeting at Ritzvi's house on the 26th of June 2004.

- 16) Fatiah was recited by Naufal.

- 17) Meeting ended at 7pm.

Pam Asraff [Secretary]

USMAA Committee Meeting held on 28-02-04 at Bro. Rizvi Mohideen's residence

Present

Bro Rizvi Mohideen (chairman)
Bro Jiffry Marikar
Bro Naufal Sharifdeen
Bro Deen Mohamed
Bro Shafie

Apologies

Sis Rifka Naufal

1. The previous minutes was accepted without change.
Proposed by: Deen Mohamed
Seconded by: Jiffry Marikar
2. Matters arising out of the minutes: nil.
3. Presidents report : not available since president was away on pilgrimage to Hajj.
4. Meeting schedules: 20-3-04 Deen Mohamed
 24-4-04 Naufal Sherifdeen
 22-05-04 Jiffry Marikar
 19-06-04 Rizvi Mohideen

5. New members: Name Proposed by Seconded by
 Shinal Zacharya Deen Mohamed Jiffry Marikar
 Shazwan Bakir Jiffry Marikar Naufal Sherifdeen

6. Youth report: The youth forum was to be held on 28-03-04 at Copeland Theatre, Melbourne University. Members were requested to obtain advertisements for the souvenir.

7. Hajj dinner: Went off well with over 200 attending. Presents (Chocolates) were distributed to all the children.

8. Oratory Contest: Each group leader to ring and submit names of children contesting and number attending this function for catering purposes.

Judges: Imam Noor & Bro Kamal Parker.

Dinner: To be organised by Shafie's and Ashroff's groups.

9. Website: So far only one advertisement received. Bro Shafie informed we should renew the registration of the website for another 2 years by 30-05-04.

10. Sports Day: This was to be renamed as 'Family Day' with Ashroff to be in charge.

11. Letters: Iran appeal
Immigration Museum – requesting our input for Sri Lanka day
scheduled for 16-05-04. The president to look into this.

12. Any other business: Bro Jabar to inform that unfortunately we cannot make a
booking through USMAA for his function.

The meeting terminated at 6.20pm with recital of qirath by Deen Mohamed.

MINUTES OF THE 7TH COMMITTEE MEETING FOR 2003/2004

Date Saturday 17th January

Time: 5.10pm

Venue: [REDACTED]

Present: Jiffrey, Naufal, Deen, Rizvi

From the youth group. Shakira and shamara

Apologies: Pam, Ashraff, Rifka, Shaffie, Faiz and Sawudi.

1. Recital of Fatiah by Naufal.
2. **Meeting called to order** by the President.
3. **Welcome of guests** Adel and Haniff Mohamed
4. **Minutes of the last meeting** Minutes were duly adopted after a few corrections, Proposed by Deen and Seconded by Naufal
5. **Matters arising from the minutes.**
 - a. Jiffrey reiterated that all committee members should remain behind after each function to help out with the cleaning, etc..
 - b. Letter with regard to hajj festival prayers and dinner to go out by the 21st the latest with an update on USMAA activities. Letter to include information about the Oratory Contest and the application form.
6. **Youth Forum** – Shamara updated information on the youth forum. The forum is scheduled for Sunday the 28th of March. Jiffrey to coordinate with the youth team while the President is away.
7. **Hajj Festival and Dinner:** As agreed no breakfast will be provided. People are requested to bring a plate for the prayers. The dinner will be coordinated by Deen Mohamed and Nawfal. It is expected that we would be catering for about 200 people.
8. **Janaza-** Sports Day. Ritzvi informed that Aka Toki had expressed interest in helping organise the sports day. Jiffrey to talk to Aka about it.
9. **Membership.** Associate membership was confirm on Mr & Mrs Hayat Qureshi, and membership on Mr. & Mrs Asif Shafeek and family, Mr & Mrs Shihabdeen Nijam deen
10. AOB: Jiffrey raised the concern with regard to certain elements in the community trying to cause problems for the youth group by casting aspersions on the conduct etc. The youth team was to report back if any such comments are made or and untoward incidents occur. There was request made from a member for financial support to set up a small scale business. The committee felt this was not appropriate as our funds are tied to activities and also whatever funds we seek externally are tied to various project. The member would have to seek support on a noe tone basis from other members.
11. The meeting was terminated at 6.10 pm after recital of fatiah by Deen Mohamed

Acting Secretary

1. Meeting Called ot order
2. Qiraath
3. Apologies
4. Minutes of last meeting
5. Matters arising from minutes
6. President's report
7. Subs update
8. Oratory Contest
9. Youth forum
10. Meelad and Qiraath contest
11. AOB – Sri Lankan Day
 - Banner
 - Till Project
12. Salavaat
13. Termination