



Annual General Meeting Minutes 2022/23

Date Saturday, 23 July 2022

Time 6:00 pm – 8:10 pm

Venue Mulgrave Community Centre

Attendees USMAA Management Committee (MC):
Rizan Abdeen (Chair), Reza Jamal, Zafar Issadeen, Sithy Marikar,
Ahmad Jahfar.

House represented by:

Fahmi Haniffa, Eddie Dole, Ritzvi Mohideen, Nawaz Vilcassim, Nazeem Yakoob, Imtiaz Mohamed, Nizar Haniffa, Mohamed Najeeb, Yusuf Zarani, Fayaz Zurfick, Farah Dole, Falih Shums, Ruzna Shums, Fazl Amanulla, Seyad Azmaan, Mumtaz Hussain, Zabeedh Bin Hameed, Jahfar M Ismail, Jiffrey Haniffa, Mohamed Naufal, Ahamed Amirudin, Yusra Reza, Shazra Abdeen, Azraa Adjumain, Mohamed Irfan, Renee Fostiropoulos, Raashed Mohideen, Shakir Hashim, Ammar Jahfar, Safiya Amanulla, Thaqib Mohideen, Uzman Shafi.

Non-members present:

Dahalan Rizvi, Shiraza Rizvi

Apologies: Minhaja Hashim, Anas Sheriffdeen

1. Welcome and Recitation of Fathiha

- Bro. Rizan Abdeen welcomed the members and called the meeting to order at 6.00pm as a quorum was present. Proceedings commenced with the recital of Fathiha by Zacky Shums.
- Bro. Rizan informed the members that Sis Minhaja Hashim (Secretary) and Bro Anas Sheriffdeen (Treasurer) were unable to attend the AGM as they were both in Sri Lanka attending to personal matters after a loss in their family.

2. Minutes of AGM 2021/22 and Matters arising from the Minutes

- Bro. Rizan informed the members that the minutes of the previous AGM were circulated to the members in the lead up to the AGM.

Proposed resolution: *That the minutes of the 2020/21 Annual General Meeting be accepted.*

- Moved: Sithy Marikar
- Seconded: Farah Dole



3. President's Address

- Bro. Rizan delivered the President's address by thanking the attendees, the outgoing Management Committee, the Trustees, the Subcommittees and everyone else who volunteered during the year. He also mentioned that due to COVID, most of the plans had to be put on hold.
- In addition, Bro. Rizan mentioned that during his 3-year tenure in the Management Committee, he had seen great improvements in behavioural aspects of members who attended events, which was largely driven by Bro. Falih Shums. These improvements had resulted in a more enjoyable experience for members as well as the committees who organise the events.
- Bro. Rizan touched on the benefits of USMAA and how it helped him expand his network. He also encouraged the members to join the Management Committee or Subcommittees to help the continuation of USMAA for future generations, noting that most duties and responsibilities had already been documented and made easily accessible to incoming committees.

4. Secretary's Report

- Bro. Rizan informed the members that the Secretary's Report had been circulated in the lead up to the event. He highlighted the following important aspects of the report.
 - No major change in Membership subscriptions when compared to the previous year.
 - Despite the pandemic, USMAA was able to conduct several virtual events (lectures and information sessions on Ashura, Contact Tracing and COVID updates) as well as face-to-face events (SL Hopper Night, 2 Ifthar events, Eid Al-Fitr Breakfast, Eid Al-Fitr Dinner and Ladies Night).
 - Eid Al-Fitr Dinner event was a great success with several dignitaries attending, including Members of Parliament, Political candidates, Victorian Multicultural Commissioners, Former Mayor of Monash, Sri Lankan Consul General, Former Sri Lankan High Commissioner, members of several other organisations etc.
 - Ladies Night event touched on Domestic Violence in the community and generated a profit of a little over \$10,000 which was utilised to purchase urgent medical supplies for Sri Lankan hospitals.
 - USMAA was provided an in-kind Hall Hire Grant to cover expenses related to the hiring of the Mulgrave Community Centre. In addition, a \$2,000 cash grant was provided to be used for Community Strengthening and Domestic Violence Awareness. Both grants were provided by the Monash Council. In addition, the Positive Ageing Subcommittee secured a \$2,000 grant from VMC aimed at providing support for seniors.
 - Approximately \$2,000 was collected from the members as Zakat-al-Fitr and distributed to 4 orphanages in remote parts of Sri Lanka.
 - Rapid Antigen Test (RAT) kits were secured through the Islamic Council of Victoria (ICV) and distributed among the members.
 - Community & Sri Lankan Affairs Advisory Group has been actively monitoring developments in Sri Lanka and taking appropriate action especially on matters



related to cremation of Sri Lankans passing away due to COVID, amendments to Muslim Marriage and Divorce Act (MMDA) etc.

- Responding to a question from Bro. Imtiaz Mohamed on the acquittal forms for the \$2000 grant money, Bro. Rizan confirmed that the deadline for submitting the expense report to the Monash Council was 12th August 2022, after which another \$2000 grant will be provided to USMAA (**New Action AGMFY23-1**).

5. Treasurer's Report

- Bro. Reza Jamal informed the members that he had been working closely with M&T Tax and Financial Solutions who had been appointed as the USMAA Auditor. The outcome of the audit was that USMAA had a clean set of accounts for the financial year.
- Bro. Reza highlighted the following points with regard to the financial statements.
 - USMAA's financial position has not grown significantly with approximately \$2,000 in nett income.
 - Cash balance was around \$7,000, MCCA funds were at \$24,000 and USMAA Centre funds were around \$25,000.
 - Furniture and Fittings were written off as USMAA no longer had any furniture of significant value.
- **Proposed resolution:** That the Treasurer's report for 2021/22 be accepted
 - Moved: Bro. Fahmi Haniffa
 - Seconded: Bro. Imtiaz Mohamed

6. Reports of Subcommittees (SC)

Janaza Subcommittee

- Bro. Eddie Dole provided an update on the activities of the Janaza Subcommittee, noting that 2 new gravesites had been purchased at Bunurong. Bro. Eddie also noted that this was done without a fundraiser being held and that the JSC bank account was currently at approximately \$11,000.
- Bro. Eddie also thanked the JSC for volunteering their time for the sake of the community even during the peak of the pandemic. A special mention was made of Sheikh Ismail from the Dalgetty Mosque whose support was invaluable during the Janaza process.
- Bro. Eddie enquired from the members as to the feasibility of maintaining or purchasing new gravesites at Fawkner due to the high costs involved. Bro. Fahmi Haniffa suggested that it was important to maintain gravesites in the Northern suburbs as well due to the growing Sri Lankan Muslim population in the North as this will provide them more options.



- Bro. Ritzvi advised that he will initiate a discussion with the Greater Metropolitan Cemeteries Trust (GMCT) to discuss on-going issues with graves in Preston and Fawkner (**New Action AGMFY23-2**)
- Bro. Eddie also informed the members that the JSC planned to sell the graves purchased circa 2008 and utilise the funds to purchase newer gravesites.

Positive Aging Subcommittee (PAS)

- Sis. Sithy Marikar provided a brief update on the activities of the PAS which included 2 virtual events (webinar on improving energy savings at home and a COVID vaccine update) and the 27th Night recitals during the month of Ramadan.
- Sis. Sithy also mentioned that the \$2000 cash grant from the VMC was used to purchase first aid kits for seniors.

Youth Subcommittee (YSC)

- Bro. Ahmad Jahfar provided an update on the activities conducted by the Youth Committee including the history of how the current YSC came together, the 3 virtual escape rooms, the careers fair aimed at year 12 students, the ladies' only netball event and the revenue generate by hosting the events.

7. Appointment of the Auditor for 2022/23

- **Proposed resolution:** *To continue with the same auditor (M&T Tax and Financial Solutions) for the financial year 2022/23.*
 - Moved: Nawaz Vilcassim
 - Seconded: Yusuf Zarani

8. Discussion and decision on USMAA's way forward with the USMAA Centre

- Bro. Rizan provided some context as to the reason why this topic was brought forward which included challenges such as the slow progress in raising funds, difficulties in acquiring land, costs involved to build and maintain, lack of interest in the fundraising activity organised in March 2022, decentralised membership etc.
- Bro. Ritzvi highlighted the rising property prices in the suburbs surrounding Mulgrave which meant that land will have to be acquired further away from metro areas and also suggested that USMAA consider a retirement village for the aging population. Bro. Fahmi commented on his experience with the initiation of the ASLA mosque which started with \$64 in the bank account and recommended that a vision be established for the USMAA Centre and a key person or team to drive the activity should be identified. Sis. Sithy suggested that it was challenging to secure government grants to build the centre in the absence of a land.



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- Bro. Reza Jamal clarified that the USMAA Building Fund was currently at \$25,000 and that his suggestion was to appoint a subcommittee of 5-6 individuals for a period of 3-5 years to drive the action.
- Sis. Mumtaz and Bro. Nazeem enquired as to why the USMAA Centre initiative had lost momentum when a committee already existed in the past to drive the action. Bro. Yusuf Zarani clarified that the previous team driving the action did not want the Centre to be affiliated to USMAA and hence led to several disputes which resulted in no action being taken. Bro. Nazeem emphasised that we should seek assistance of all political parties equally in this matter.
- Bro. Ritzvi advised that the new Management Committee should conduct a feasibility study on the USMAA Centre prior to appointing a committee to drive the action. The feasibility study should consider all aspects related to the construction of a centre (costs, location, functionality, maintenance etc.) and report to the membership on whether it was feasible to proceed (**New Action AGMFY23-3**). The members with prior experience were requested to assist with the feasibility study.
- **Proposed resolution:** *New Management Committee to conduct a feasibility study on the construction of the USMAA Centre.*
 - Moved: Fahmi Haniffa
 - Seconded: Nawaz Vilcassim

9. Motions / Resolutions

- The following motion was sent to the Returning Officer prior to the AGM to be tabled for discussion.
 - We would like to charge a donation of \$10 per annum from members of USMAA Positive Aging Group. The reasons being;
 - It would help cover costs of activities as most activities are subsidised.
 - Not all members of PAG are paid USMAA members.
- The above motion was discussed and it was decided that the Positive Aging Subcommittee (PAS) can decide internally if they want to charge a nominal fee to conduct its activities especially for seniors who are not paid financial members of USMAA.
- Bro. Najeeb and Bro. Fayaz volunteered to assist the PAS in securing sponsorships / donations to conduct their activities.



10. Election of the Management Committee (MC) for 2022/23

- Bro. Rizan Abdeen who was the Returning / Elections Officer for the AGM confirmed that three nominations had been received for the positions in the MC. The nominees were as follows:
 - Reza Jamaludin (Reza Jamal) – President
 - Ahmad Jahfar – Vice President
 - Shakir Hashim – Committee Member
- Since the number of nominations were less than the listed vacancies, the nominated persons were declared as elected. Since there were vacancies available, nominations were called from the floor for the remaining positions.
- The AGM was adjourned for 10 minutes at 7.20pm and reconvened at 7.30pm to allow members to discuss nominations for the remaining positions.
- The new MC for FY 2022/23 is as follows

Nominee	Position	Proposed by	Seconded by
M. Reza Jamaludin (Reza Jamal)	President	Rizan Abdeen	Azraa Adjumain
Ahmad Jahfar	Vice President	Safiya Amanulla	Shakir Hashim
Renee Fostiropoulos	Secretary	Sithy Marikar	Nazeem Yakoob
[Vacant]	Assistant Secretary	-	-
Mohamed Fazl Amanulla	Treasurer	Ritzvi Mohideen	Imtiaz Mohamed
Shadi Sideek	Assistant Treasurer	Reza Jamal	Yusra Reza
Ammar Jahfar	Editor	Mohamed (Tota) Haniffa	Falih Shums
Shakir Hashim	Committee Member	Ahmad Jahfar	Safiya Amanulla
[Vacant]	Committee Member	-	-
[Vacant]	Committee Member	-	-
[Vacant]	Committee Member	-	-

- Mohamed Fazl Amanulla was initially nominated as a Committee Member, but accepted the post of Treasurer subsequently. It was agreed that Renee Fostiropoulos be appointed as the Secretary in an interim capacity for 6 months as she was not an USMAA member in the 6 months preceding the AGM.
- The new MC was provided the authority to fill the vacancies during the course of the year.



11. Election of the new Janaza Subcommittee (JSC)

- **Proposed resolution:** *The current Janaza Subcommittee to continue for the next 3 years.*
 - Moved: Ritzvi Mohideen
 - Seconded: Nawaz Vilcassim

Nominee	Position
Eddie Dole	Member
Imtiaz Mohamed	Member
Yoosuf Hassan	Member
Azam Kassim	Member
Jauhar Najeeb	Member
Abdur Nazimudeen	Member
[Vacant]	Member
[Vacant]	Member

- The JSC was provided the authority to fill the vacancies during the course of their tenure.

12. Election of the new Positive Aging Subcommittee (PAS)

- **Proposed resolution:** *The current Positive Aging Subcommittee to continue for the next 3 years.*
 - Moved: Falih Shums
 - Seconded: Yusuf Zarani

Nominee	Position
Sithy Marikar	Member
Farah Dole	Member
Nizra Haniffa	Member
Yasmin Vilcassim	Member
[Vacant]	Member
[Vacant]	Member
[Vacant]	Member
[Vacant]	Member

- The PAS was provided the authority to fill the vacancies during the course of their tenure.



13. Election of the new Education Subcommittee (ESC)

- **Proposed resolution:** *The current Education Subcommittee to continue for the next 3 years.*
 - Moved: Falih Shums
 - Seconded: Mohamed (Tota) Haniffa

Nominee	Position
Fahmi Haniffa	Member
Khadija Haniffa	Member
Ziada Tokhi	Member
Nazeem Yakoob	Member
[Vacant]	Member
[Vacant]	Member
[Vacant]	Member
[Vacant]	Member

- The ESC was provided the authority to fill the vacancies during the course of their tenure.

14. Election of the new Youth Subcommittee (YSC)

- **Proposed resolution:** *The following Youth Subcommittee members to continue for the next 2 years with the addition of Uzman Shafi and Shadi Sideek.*
 - Moved: Ahmad Jahfar
 - Seconded: Nawaz Vilcassim

Nominee	Position
Raashed Mohideen	Member
Safiya Amanulla	Member
Karam Ashraff	Member
Thaqib Mohideen	Member
Bilal Muhammed	Member
Uzman Shafi	Member
Shadi Sideek	Member
[Vacant]	Member
[Vacant]	Member
[Vacant]	Member

- The YSC was provided the authority to fill the vacancies during the course of their tenure.



15. Newly Elected President's Speech

- Bro. Reza Jamal addressed the members as the newly elected President. He thanked the outgoing committee for the work put in during the previous year, the Trustees and all other volunteers. In addition, Bro. Reza emphasised the importance of building relationships with the members.
- Bro. Reza further highlighted that he will focus on supporting the youth in the community. Furthermore, Bro. Reza mentioned that he will strive to improve USMAA's financial position by the end of financial year 2023.

16. General Business

- Sis. Sithy informed the members that a Seniors Forum was being organised by the USMAA Seniors in November 2022 in collaboration with the Victorian Multicultural Commission (VMC) and the Monash Council. Sis Sithy mentioned that further details will be provided in due course.
- Bro. Ritzvi Mohideen congratulated the newly elected committee and thanked the outgoing committee. In addition, Bro. Ritzvi informed the members that nominations for VMC awards were open and highlighted that Sri Lankans and Muslims have a low number of nominations coming in.
- **Proposed resolution:** *To maintain annual membership fees at the current rate.*
 - Moved: Rizan Abdeen
 - Seconded: Falih Shums

17. Vote of Thanks

- Bro. Fahmi Haniffa delivered the vote of thanks, thanking the outgoing committee on the work done during the year and congratulated the newly elected committee.

18. Close of Proceedings

- Bro. Eddie Dole recited a surah to conclude proceedings.
- The meeting was brought to a close at 8.10pm



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Action Items

No.	Date Raised	Action	Progress	Who
AGMFY23-1	23/07/2022	Submit acquittal forms to Monash Council for the grants received for FY22.	Completed on 10 th Aug 2022	Rizan Abdeen
AGMFY23-2	23/07/2022	Initiate discussions with GMCT regarding on-going issues at Preston and Fawkner cemeteries.	New	Ritzvi Mohideen
AGMFY23-3	23/07/2022	Conduct feasibility study on the USMAA Centre	New	Management Committee FY23

Acronyms Used

Name	Description
MC	Management Committee
USMAA	United Sri Lanka Muslim Association of Australia Inc.
AGM	Annual General Meeting
Bro	Brother
Sis	Sister
JSC	Janaza Subcommittee
SC	Subcommittee
PAS	Positive Aging Subcommittee
YSC	Youth Subcommittee
ESC	Education Subcommittee
VMC	Victorian Multicultural Commission
ICV	Islamic Council of Victoria