

Meeting Minutes of the Board of Directors;

Thursday, October 14th, 2010 in Winnipeg at 285 Pembina Hwy

The meeting was called into order at 7:30 pm.

All members of the Board were present at the meeting except Mr. Saleh-Azad who was on trip.

The first half an hour of the meeting was spent on reviewing and exchanging the financial matters, including Mehregan event expenses, Harvest Food Bank donations and membership dues.

The minutes of the last meetings of Sept. 23rd and 29th were approved by all present members providing that some minor corrections to be done.

A motion was made by Mr. Doustshenas to correct the last meeting minutes. Seconded by Mr. Azizkhani; 5 Approved, 0 Opposed, and 0 Abstained; **Motion carried.**

The current meeting's agenda was accepted by the present members.

A motion was made by Mr. Kermani to accept the current agenda. Seconded by Mr. Shaeri; 5 Approved, 0 Opposed, and 0 Abstained; **Motion carried.**

Mr. Azizkhani reviewed the ICM's financial statements reporting the *Total Revenue* of **\$5,952.47**, and *Total Expense* of **\$5,009.74** leading to the *Net Income* of **\$942.73** during the period of April 1st to Oct. 13th 2010. ICM's balance sheet shows a *Total Equity* of **\$7,751.80** as of Oct. 13th 2010.

A motion was made by Mr. Azizkhani accepting ICM's financials for the above mentioned period. Seconded by Mr. Shaeri; All questions were answered; 5 Approved, 0 Opposed, and 0 Abstained; **Motion carried.**

Communications and Correspondence:

Mr. Kermani emphasized that all brochures and posters put up on the website for events need to be removed immediately after the event due to their time sensitive contents.

Mr. Doustshenas is still working on collection of previous Board's motions and policies. He mentioned that 7 policies on the ICM website are the only ones documented and were precisely followed by the previous Board. Since the minutes were previously prepared in point form, it's very hard to extract the motions and policies carried during that time, but he will try his best to provide the main points of the discussions in the near future.

A total of 5 emails were received by Mr. Kamrouz: Following the ICM email, Mr. Shahab Tirandaz and Ms. Elahe Towfigh were delighted to volunteer in the committees. Ms. Farnoush Khaloei was volunteered to be a teacher in PLC. Ms. Roohi Shams has requested to reserve some seats in the seminar. Ms. Norma Padila from the Winnipeg Chamber Music Society has informed and invited ICM members to their concert on Nov. 7th where a piece of Iranian music will be performed.

Reports from committees, discussion groups, and task forces:

Web-design task force:

Mr. Shaeri has been working with two volunteers: Ms. Khadem who is working on the Persian translation of the website, and Mr. Azimae who is working on developing the English blog side of the website. They are planning to setup a different calendar on the site to be more user friendly than the current one, and also gradually transferring the content of the old website to the new one. He asked about clarification of the ads, their size and prices, and whether ads can be shown on the main page of the website on the sides or have to be on different pages. He was told to refer to previous Board's minutes on how to advertise the details of the ads, and they have to be kept in other pages. His time

limit to conclude the first phase of the web design and present the latest progress to the Board will be mid November.

A motion was made by Mr. Doustshenas to have a joint meeting with the web-design group in order to have a presentation updating their progress, and for the Board to make a decision on how to continue this task. Seconded by Mr. Azizkhani; 5 Approved, 0 Opposed, and 0 Abstained; **Motion carried.**

Mr. Doustshenas talked about the importance of having the ICM website ready and running by now, and complained about the slow speed of the progress of the new site under construction. Mr. Shaeri has blamed the slow speed to first: lack of feedbacks from the Board members, and second: the volunteers' recent busy personal schedules working on the website. Mr. Shaeri requested from the Board members to check the new website format and send him their opinions about it. He mentioned about his busy schedule at work and asked the Board to relieve him from his web design management duties. Understanding his situation, in order to give him more time, the Board asked him to extend the deadline to mid November to have a complete report on the website design working closely with current design group.

Sports:

Mr. Azizkhani informed that the committee has started collecting funds along with registration forms from players for the next season of soccer games at JDC indoor gym. He will report the number of players in more details in the next meeting.

PLC:

This committee finally had their first official meeting last week. Meetings have been postponed numerous times because of quorum requirements and absence of the committee members teaching students due to lack of teachers. The committee is looking forward to have a volunteer teacher by next week with responses to the email sent out to ICM email list. Following the question from PLC committee in regards to paying teachers, the Board's position was negative due to shortage of funds. It was suggested that if PLC is planning to pay teachers, remuneration has to be provided by raising the tuition fees.

The decision to compensate teacher's commutation costs by PLC committee was criticized by the Board as the idea was supposed to be presented in the Board meeting before officially taking effect. Mr. Kamrouz replied that the decision was made as a result of desperation to encourage finding volunteer teachers, and this issue will be rectified by PLC paying the teacher's fuel expenses every time they attend the school from its monthly cash allowances. PLC committee have asked the Board to have a space and time slot in ICM Yalda night event in order to have a performance by the students and setting up a table to advertise PLC services. The Board is agreed only with the detailed proposal to be provided.

PLC has asked the Board to provide a legally accepted privacy statement to be inserted in their registration forms so that the parents feel comfortable filling them out. The committee is planning to set up an orientation session with parents in November 20th 2010 during the class hours between 12:30 and 1:30 to reviewing safety and privacy issues, and information management. Regarding the "emergency and crisis response plan" in school, all safe departures, exit doors, and emergency pull stations were checked with school officials. The committee will also make sure to have at least one person be present at school hours knowledgeable of CPR training. Moreover, walkie-talkies are provided to all teachers in case an emergency situation arises. There was another student added to grade 4 class, making a total of 20 students registered for school year 2010-2011. Kelvin school principal will be visited next week by the committee members to introduce themselves and show their gratitude of possessing classes. Thank you letter as well as \$20.00 school administration fee were handed over to Ms. Belous of Winnipeg Board of Education by the PLC chair.

Events:

Ms. Mazloumi reported the Mehregan event as follows: The celebration by the ICM was held on Oct. 2nd, 2010 in the Eagles Club. More than 140 participants attended this successful event organized by the ICM's Events Committee. This was a potluck event and everyone shared delicious food, good atmosphere and entertainment. The event also facilitated the donation of non-perishable food items to Winnipeg Harvest. The program section of the event included a speech by the Winnipeg Harvest's representative, Mr. Nick Ternette talking about their organization and Food Bank program. There were some poetry readings and a presentation about Mehregan, as well as the audience participation in a sing-along karaoke. There was also a contest for the best food and dessert, during which audiences voted for their best food and dessert tasted and a few prizes were given away.

The total revenue for the event was \$1204, through the sale of 187 tickets (76 x \$10, 74 x \$5, 37 x \$2) and two \$50 sponsorship fees. The total expense was \$755.60 (\$472 for hall rental, \$25.30 for tickets, \$117.30, and \$141 expensed by different people). She finished her report by thanking all volunteers and helpers, and added that this event could not have happened without their hard work and dedication.

Mr. Kermani with collaboration of Ms. Mazloumi has prepared a supplies inventory list and a checklist for events committee to better run their programs in the future. Any suggestions from the Board members to improve the checklist and make it more efficient are welcomed.

Membership:

Ten people have recently joined ICM, 2 of them for 2010, and the rest for 2011, raising the number of members in 2010 to 94 people.

A motion was made by Mr. Doustshenas to have a Board member in charge of sending an email to those who become members welcoming them to ICM. Seconded by Mr. Azizkhani; 5 Approved, 0 Opposed, and 0 Abstained; **Motion carried.**

Art, Culture, and Education:

There have been a few meetings by this committee and its subcommittees last week. Art and Culture subcommittee is planning for a possible "Art and Culture night" on Nov. 20th, or 21st, with 8 regular members and volunteers working on the details of the program. There are going to be variety of entertaining programs performed by various artists focusing on Iranian culture, music and history. The main idea behind this program is to encourage participating and recognizing Iranian artists residing in Manitoba. This subcommittee is also working on other cultural avenues such as setting up exhibitions, Iranian club, concerts, festivals, and Folkorama.

A major decision was made in the ACE acting committee to rename the "Newsletter" to "Publications and Media" in order to cover various art and cultural topics rather than concentrating on news only. This publication will be prepared and distributed as a Leaflet (Nashrieh) including cultural articles and writings, our community news, advertisements, and updating people from ICM activities. Mr. Taleghani and Bazzi were volunteered to provide technical assistance in preparing and printing this publication. Mr. Eshraghi and his committee members were volunteered to provide its topics and contents. They are working on finding an editor-in-chief and a title for the publication, both to be announced later. Moreover, the committee members unanimously approved previously called "Poetry Night", or "Festival Night" to be changed to "Art and Culture Night".

A suggestion made to Mr. Kermani regarding the micro-management of the ICM's committees and subcommittees by Mr. Doustshenas. He reminded that the main role of the ICM president is to look at the overall picture and coordinate the ICM activities, and work closely with board members in order to

make important decisions. He noted that by creating new committees, and getting involved with their details of programs, one can lose track of his priorities to manage the Board. Mr. Kermani had a different perspective in terms of his role as a president and added that with the help of volunteers in other committees, and discussion groups, he is trying to find the new potentials and capabilities existing in our community.

Mr. Kermani presented a checklist prepared by ACE acting committee to be used by subcommittees in order for them to better run their programs. He also mentioned that all programs, events and activities recommended by other committees which need preparations have to be communicated with the Board and the events committee well in advance to have enough time to coordinate them. Upcoming seminar about "Stem Cells" will be held on Nov. 7th, 2010, at Deaf Centre as planned.

NEW Business:

A motion was made by Mr. Kermani to make it mandatory for Board members to reply to the emails sent by any Board member, which needs clarification and approval in a reasonable time frame. Seconded by Ms. Mazloumi; 5 Approved, 0 Opposed, and 0 Abstained; **Motion carried.**

Mr. Kermani has been approached by Mr. Kouros Zare-nia, UMISA's new president to offer their assistance in participating in ICM joint events. Mr. Kermani is welcomed and encouraged their participation in our events and accepted their individual help but not in an organizational level due to ICM's previous unpleasant experiences.

The next meeting will most likely be held on **Thursday Oct. 28th**, 7:30 pm at 285 Pembina Hwy.

The above meeting was adjourned around 11:30 pm.