

BYLAWS OF
ISLAMIC COMMUNITY CENTER OF DES PLAINES
480 S. POTTER RD., DES PLAINES, IL 60016
(847) 824-1100

ARTICLE I - NAME

The name by which said, Corporation shall be known as "ISLAMIC COMMUNITY CENTER OF DES PLAINES," and hereafter referred to in these bylaws as the Masjid and /or Corporation.

ARTICLE II - OBJECTIVES

The particular objectives for which the Masjid is established are:

- a. The objectives of the Masjid will be exclusively religious, educational and charitable within the meaning as defined in Sec. 501 C (3) of the Internal Revenue Code of the United States of America.
- b. To establish and maintain facilities for the practice of religion of ISLAM in accordance with the teachings of QUR'AN and SUNNAH.
- c. To establish and maintain facilities for the education and social activities of the local Muslim community.
- d. To educate and present ISLAM to people of other faiths and the local community.
- e. To receive, hold, invest and disburse all monies and property, or the income thereof, which may be vested in or entrusted to the care of the Masjid, whether by donation, gift, grant, bequest, devise or otherwise for the furtherance of the purpose of the Masjid.

ARTICLE III - CONSULTATION WITH ISLAMIC SCHOLARS

In order to address religious disputes or those that involve interpretation of Sharia, the Board of Directors collectively shall consult Islamic scholars, including Ulama. If the Board of Directors fails to resolve a particular issue after an initial consultation with a scholar, then the Board will solicit opinions from at least three (3) Islamic scholars. Ultimately, all such decisions rest with the Board of Directors after consultation with scholars.

ARTICLE IV - MEMBERSHIP

Any Sunni Muslim who agrees with the objectives of the Corporation (Masjid) can apply for membership. Members will be eligible to serve on the committees under Article X and will be eligible for nomination to the Board of Directors.

- a. A Muslim is a person who believes in Allah and the Prophet Mohammad (PBUH) as the last messenger, the son of Abdullah, born on or about 570 C.E. in the land of Arabia, and further believes in the Quran and Sunnah of the Prophet Muhammad (PBUH) as the basis of the Islamic faith.
- b. Any Muslim who resides in the following suburbs: Des Plaines, Glenview, Moron Grove, Mount Prospect, Niles, Park Ridge, Prospect Heights, and Wheeling and has been a resident for at least one year, and who supports the objectives of the Masjid, can apply for the registration. To be eligible to vote a new member should have completed the registration at least sixty day before any election.
- c. Non-Voting Member: Any person who lives outside of the above mentioned suburbs as enumerated in paragraph (b) and agrees with the objectives of the Masjid can be a member of the Masjid and serve in any capacity, but is not eligible to either vote in elections or be a board member.
- d. Membership of any individual may be terminated by the Board of Directors with a two third (2/3) majority vote of the Board of Directors. However, any termination vote shall be preceded by a warning and then written notice to the member, and a subsequent hearing informing the member of the basis for the termination. The decision of the board will be final and bonding.
- e. All members required to comport themselves in appropriate Islamic manners and etiquette while in the Masjid. No member shall engage in any violent activity toward any other member, employee, Board of Directors, or officer of the Masjid.

ARTICLE V – BOARD OF DIRECTORS

- a) The daily operations of the Masjid shall be managed by the Board of Directors. The acts of the Board of Directors shall be the acts of the Corporation (Masjid) for all purposes.
- b) The number of Directors shall not exceed nine (9).

- c) The women chairperson for the women's committee will be selected by the women members of the Masjid and will report to the Secretary and/or the President of the Masjid.
- d) The Board of Directors shall have the power to hold in trust, and control the financial and physical assets of the Masjid. The Board of Directors shall also be under the obligation to maintain and preserve all of the assets of the Masjid.
- e) For any expenditure, purchase investment or other matter in the amount of ten thousand dollars (\$10,000) or more, must be approved by the Board of Directors.
- f) All Board of Directors owe a fiduciary duty and responsibility to the Masjid and to adhere to the objectives of the Masjid and to uphold the rule of law, including local, state and federal.
- g) Each Director shall be elected for a two (2) year term. Elections are to be conducted once in every two (2) years to replace outgoing directors at the end of their term, thus the election shall take place on a staggered basis. Each candidate will obtain signatures of at least (25) ICCD members and submit to the election committee for approval. Candidates will be elected by the members present on the Election Day. No absentee ballots will be accepted.
- h) Any employee or family members of the employee are not eligible to contest in the elections for the Board of Directors due to conflict of interest. The employee or the family member of the employee can contest in the election after one year of leaving the employment.
- i) No more than one family member can contest in the election for the Board of Directors.
- j) Regular meetings of the Board shall be held on the first Friday of each month. At the behest of the President or the Board, Special meetings of the Board shall be called either by the secretary or in his absence or at his request by any other Director at any time.
- k) Either written notice stating the place and hour of any meetings shall be delivered in person or by mail to each Director by the Secretary or in his absence or at his request by a Director, neither less than five (5) days nor more than forty days before the date of such a meeting.
- l) Two third (2/3) of the entire Board of Directors shall constitute a quorum for all purposes and the act of a majority of the directors present at a meeting at which a quorum is achieved shall be the act of the board.

- m) Termination of a Member of the Board who does not attend meetings for a period of three (3) consecutive meetings without a reasonable excuse shall be terminated.

ARTICLE VI – OFFICERS

The length of tenure for officers shall be two (4) year terms. Each Officer shall be chosen from among the Board of Directors elected by the members. After the election of the Board of Directors, the Board shall elect the President by a majority vote. The Board then shall appoint the other officers such as Vice President, Secretary and Treasurer. No officer shall serve more than two (2) consecutive terms.

The elected officers of the Masjid shall be:

PRESIDENT: The President shall be the supreme executive of the Masjid and shall be responsible for setting the agenda for the board meetings and for the Masjid as a whole. The President shall also provide notice of the state of the Masjid both in terms of finance, and budget, as well as other programs conducted by the Masjid and post on the notice board. The financial report shall be reviewed by a certified chartered accountant before display on the notice board.

VICE PRESIDENT: The Vice President shall stand in the absence of the President when he is unavailable and be responsible for overseeing the operation of the committees. In addition the Vice President shall create, assist in creating of history and archives for the Masjid. He is also responsible for taking the funds from vaults and assist in counting the cash on Fridays and raising the funds.

SECRETARY: The General Secretary is responsible for maintaining all the records of Masjid, including membership, By-Laws and other legal documents. The General Secretary shall be responsible for taking minutes at all meetings and posting them thereafter.

TREASURER: The Treasurer shall with the help of the Board prepare an annual budget and post on the notice board. The Treasurer shall maintain proper oversight of the financial condition of the Masjid. The Treasurer shall provide an annual financial report and post on the bulletin board.

EX - OFFICIO: The Ex-Officio (former President) is responsible for providing transition to the Officers and the Board of Directors in their first term. He shall have all voting powers similar to the other officers and Board of Directors.

ARTICLE VII – AMENDMENTS

Articles I, II, III and IV (b) are not modifiable or repeal-able. All other provisions of the By-Laws may be amended by two third (2/3) of the vote of Board of Directors After the Board of Directors have voted to amend or repeal a provision with two third (2/3) vote, then a written notice of any such amendment or repeal shall be posted on the notice board for the information of the members of the community .

ARTICLE VIII – SEAL

The Board of Directors provides a corporate seal which shall be in the form of a circle and shall have inscribed thereon the name of the Corporation (Masjid) and the words “Corporate Seal, Illinois.”

ARTICLE IX – DISSOLUTION

In the event of liquidation or dissolution, all assets are to be transferred to a tax-exempt Islamic Organization, or any other Islamic Organization enjoying the same status, and follow the laws of the United States of America, under section 501 C (3) of the Internal Revenue Code.

ARTICLE X – COMMITTEES

The functions and activities of the Masjid shall be conducted through the operation of the committees. In order to properly manage the Committees, a Board of Member shall be appointed as a Chairperson for each particular committee by the Board of Directors. The Chairperson (appointed Board Member) shall be responsible to the Board of Directors for reporting activities and actions of the Committee or Committees he is leading.

- a) The Board may from time to time create Adhoc committees as deemed necessary to carry out the function of the Corporation (Masjid).
- b) All appointments to Committees shall be by resolution adopted by a majority of the Directors in the office upon the recommendation of the President of the board.
- c) The Chairperson of the committee shall nominate the committee members not to exceed than four (4) in numbers.
- d) The tenure of the Chairperson and the members of the Committee shall be two (4) years. Members of any Committee may serve on more than one Committee.

- e) The decision of any Committee shall be based upon majority opinion and no action may be taken by the Committee which (I) is not in conformity with the main objectives of the Masjid, and (II) is not in the best interest of the Masjid.
- f) Initial Committees of the Corporation (Masjid) shall be:

- Dawa Committee
- Education Committee (All schools)
- Baitul Mal Committee
- Building Management Committee
- Fund Raising Committee
- Special Events Committee
- Women's Committee

ARTICLE XI – CODE COMPLIANCE

Pursuant to section 501 C (3) of the IRS Code, the Masjid shall not discriminate against any member or patron on the basis of race, national origin, ethnicity, color or gender.

ARTICLE XII – COMPLAINT OR GRIEVANCE PROCESS

Any complaints regarding the operation or management of the Masjid may be made by any member or patron in the following manner.

- a) A formal complaint should be made verbally or in writing to any officer, who shall make a good faith effort to have that particular issue addressed.
- b) If the complaining member or patron's complaint was not addressed to the satisfaction of that complainant, then written notice shall be sent to the Board of Directors via the President, detailing the exact nature of the complaint regarding either the operation or management of funding of the Masjid. Such written complaint shall be heard and discussed and decided upon. The minutes of such discussion (unless otherwise involving confidential or proprietary information) shall be posted along with the minutes in the usual course of posting.
- c) During the foregoing process of complaints grievances, the complaining and aggrieved party and all members, including the Directors and Officers, shall act in a professional, ethical and highest level of Islamic manner possible.

- d) Any member who violates the foregoing procedures, and in particular Sections IV (d) and XIII (d), may not have any issues or complaint heard by the Board of Directors.
- e) No member, voting or otherwise shall bring any law suits or other litigation against the Masjid, the Board of Directors, and Officers without first following the foregoing procedures, unless the issue relates to fraud in terms of operation of the Masjid or management of the Masjid funds.

ARTICLE XIII – INFORMATION

ICCD will not send any written information or any notice to any member of the community. All the information of events or functional changes will be posted on the notice board. Members are supposed to check the notice board on regular basis.