



مؤسسة الجامع
THE MOSQUE FOUNDATION

وَقُلْ اَعْمَلُوا فَسَيَرَهُ اللّٰهُ عَمَلَكُمْ وَرَسُولُهُ وَالْمُؤْمِنُونَ

GENERAL ASSEMBLY MEETING

ANNUAL REPORT – 2006/2007
APRIL 21, 2007

STRENGTHENING
THE FOUNDATION
FOR A BETTER COMMUNITY

GENERAL ASSEMBLY MEETING

ANNUAL REPORT – 2006/2007

APRIL 21, 2007

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VISION STATEMENT

OUR VISION IS TO BE A LEADING MOSQUE IN THE US
IN THE SERVICES PROVIDED TO THE COMMUNITY.

MISSION STATEMENT

OUR MISSION IS TO SERVE THE SPIRITUAL, RELIGIOUS
AND COMMUNAL NEEDS OF CHICAGO MUSLIM COM-
MUNITY, NURTURE THEIR FAITH AND VALUES, AND
CONTRIBUTE TO THE WELL BEING OF THE COMMUNITY
AROUND US THROUGH WORSHIP, CHARITY, EDUCA-
TION, OUTREACH, AND CIVIC ENGAGEMENT

Table of Contents

1. President Remarks	4
1.1. Board of Directors (BOD)	57
1.2. Administration and Staff.....	6
1.3. Finances	6
1.4. Expansion Project	7
1.5. Mosque Foundation Silver (25 th) Anniversary	7
1.6. Programs & Services.....	80
1.6.1. Weekend School	80
1.6.2. Community Center.....	8
1.6.3. Social Services	81
1.6.4. Interfaith.....	9
1.6.5. Civic Engagement.....	92
1.6.6. Public Relations	9
1.6.7. Political Empowerment and Governmental Relations.....	10
2. Organization Structure	11
2.1. Members of the Board of Directors	13
2.2. BOD Committees.....	16
2.3. Executive Committee.....	16
2.3.1. Status Report.....	13
3. Board Committees.....	14
3.1. Planning Committee.....	14
3.1.1. Definition & Structure	14
3.1.2. Mission & Goals	14
3.1.3. Status Report.....	14
3.2. Membership Committee.....	15
3.2.1. Definition & Structure	15
3.2.2. Mission & Goals	15
3.2.3. Status Report.....	16
3.3. Nomination & Election Committee	16
3.3.1. Structure.....	16
3.3.2. Status Report.....	16
3.4. Constitution Committee.....	16

3.4.1.	Structure.....	16
3.4.2.	Mission & Goals	16
3.4.3.	Status Report.....	16
3.5.	Policies and Guidelines Committee.....	17
3.5.1.	Structure.....	17
3.5.2.	Mission & Goals	17
3.5.3.	Status Report.....	17
3.6.	Financial Committee.....	17
3.6.1.	Structure.....	17
3.6.2.	Mission & Goals	17
3.6.3.	Status Report.....	17
4.	<i>Mosque Foundation Administration.....</i>	18
4.1.	Imam & Director Report- Sh. Jamal Said.....	24
4.1.1.	Status Report - Daily Activities	18
4.1.2.	Status Report – Weekly Activities	19
4.1.3.	Status Report – Annual Activities.....	19
4.2.	Director of Religious Affairs and Social Services Report- Sh. Kifah Mustapha.....	22
4.2.1.	Educational	22
4.2.2.	Social Services	29
4.2.3.	Youth & Community Center.....	22
4.2.4.	Outreach Services	30
5.	<i>Functional Committees.....</i>	24
5.1.	Monthly Programs Committees	25
5.1.1.	Structure.....	25
5.1.2.	Mission & Goals	25
5.1.3.	Status Report - Monthly Arabic Program	26
5.1.4.	Status Report – Monthly English Programs.....	26
5.2.	Education Committee.....	27
5.2.1.	Definition	27
5.2.2.	Structure.....	27
5.2.3.	Mission & Goals	27
5.2.4.	Status Report - Weekend School	28
5.2.5.	Status Report – Summer School	28
5.3.	Social Services Committee	28
5.3.1.	Structure.....	28
5.3.2.	Mission & Goals	29

5.3.3.	Status Report.....	29
5.4.	Human Resources Committee.....	30
5.4.1.	Structure.....	30
5.4.2.	Mission & Objectives	30
5.5.	Traffic & Order Committee	30
5.5.1.	Definition & Structure	31
5.5.2.	Mission & Goals	31
5.5.3.	Status Report.....	31
5.6.	Women’s Committee	32
5.6.1.	Structure.....	32
5.6.2.	Description & Status	32
5.7.	Muslim/Catholic Women Dialogue Groups	33
5.7.1.	Definition & Structure	33
5.7.2.	Status Reports (Groups A & B)	43
5.8.	Facility Maintenance Committee.....	34
5.9.	Construction & Expansion Project Committee.....	35
5.9.1.	Structure.....	35
5.9.2.	Mission:.....	35
5.9.3.	Status Report.....	35
5.10.	Information Technology (IT) Committee	36
5.10.1.	Definition & Structure	36
5.10.2.	Mission & Goals	36
5.10.3.	Status Report.....	36
6.	Appendices.....	38
6.1.	Financial Report.....	38
6.1.1.	Comparison with previous years.....	39

1. President Remarks

Dear Sisters and Brothers:

Assalamu Alaikum Warahmatullahi Wabarakatuh.

We thank Allah, the Merciful, for giving us the strength, the motivation and the patience to serve this community. We ask His guidance so we can be true carriers of His message and true representatives of Islam in Chicago in our words and deeds.

I would like to thank you for trusting me and the Board of Directors to serve this blessed Mosque and distinguished community, and call for all of you to support your leadership with dua'a, advice and action, and to continue supporting your Mosque in the variety of projects that we are embarking on.

I also would like to thank our Board of Directors, our Imams, our staff, our committee members, our weekend school teachers and administrators, our Community Center staff, and our volunteers in different capacities from the traffic team to the social service team, to the many committee members. Without your collective effort, this Mosque would have been a body without soul.

On behalf of the Board of Directors and the Executive Committee, I humbly submit to you the annual report of the Mosque Foundation for the period of April 2006 to April 2007. Although the report details most of the activities and projects that were implemented in the last year, it does not cover one of the major accomplishments of this Mosque and this community, which was your support for brother Muhammad Salah and his family in his latest ordeal, a support that was one of the determining factors in his acquittal from the ludicrous accusations that were piled against him. His victory was a victory for all of us, and his celebration was a celebration for justice and common sense for the whole community. A community that stands together and supports the disenfranchised, the weak and the needy is an embodiment of the true Muslim community.

One of the major accomplishments of Chicago Arab American community was the establishment of a new organization called *"The Council of Arab Religious Leaders of Chicago land and NW Indiana."* The Mosque Foundation was a founding member of an umbrella organization that coordinates among Arab American Mosques and Churches. Several visits were exchanged among Arab Churches and Mosques delegations during the respective Christian and Islamic holidays. A major community meeting is planned for in June 2007.

The following are highlights of some of the activities of the Mosque Administration, Board, Committees and Volunteers:

1.1. Board of Directors (BOD)

- a. The Board of Directors held ten official meetings during the last year to conduct the official business of the Mosque
- b. Brothers Samer Shalabi and Salem Akhras were appointed to the Board to fill present vacancies
- c. The Mosque Foundation's 4th Annual Retreat was held on Saturday, November 18, 2006. The theme of the retreat was *Action Planning*, and to that end, members of the Board, committees, staff and volunteers were invited to participate. Thirty-six people participated in the process throughout the day.
 - i. Dr. Zaher Sahloul, Dr. Mohamad Chehade and Cindy Schaefer-Padilla (University of Illinois Extension) made presentations and assisted with retreat facilitation and small group discussions.
 - ii. The STRIDE model was used to guide small group discussion and report back to the whole group. Action plans consisting of SMART goals were created from the five committees: Youth/Community Center, Leadership Development, Educational programs, Social Services, and Community Outreach/Public Relations.
 - iii. **Retreat Recommendations:** The following recommendations were proposed:
 1. Each committee should recruit regular members, establish a membership list and elect a chairperson. At least one member from the Board of Directors should be named to serve as a liaison or a member of the committee. Determine whether the Executive Director should also play a role as committee liaison.
 2. Regular meetings should be held (at least once monthly) to track progress toward implementing the action plans and handling committee business. Minutes should be kept and forwarded to the Mosque Foundation Board of Directors. Board minutes should also be available to the committees.
 3. Each committee should have a vision and mission or purpose statement that is aligned with the vision and mission of the Mosque Foundation.
 4. Committees should consider consulting with experts in their program area to assist them with developing their programs.
 5. The Board of Directors should conduct a self-evaluation and evaluate its committees annually—including progress toward

achieving the action plans.

6. Locate or hire someone with expertise in volunteer management to train, deploy, and oversee a reliable group of volunteers who are prepared to assist the committees and paid staff to implement their programs and achieve their goals.

1.2. Administration and Staff

The Mosque Foundation employs seven full time employees, and seven part time employees, in addition to Weekend School administrators and teachers. The Mosque provides a comprehensive benefit package to all full time employees.

- The Human Resource Committee completed its first official staff evaluation and met with all employees to provide critical feedback for their performance and areas of improvement.
- The *Employees Procedure Manual* was approved by the Board and distributed to all employees.
- Administrative hierarchy was established and enforced among staff with clear expectations of accountability, reporting, supervision, and evaluation.
- The Human Resource Committee, with the approval of the Executive Committee, restructured staff salaries and brought them up-to-date based on job title and job description, qualifications, seniority and evaluation.
- Several job-training seminars were held, including *Time Management and Strategic Planning*, and more are planned. Employees are encouraged to attend workshops, which pertain to their work and assure their growth.
- With the Board approval, the Human Resource Committee started the process of initiating retirement plans for all full time employees.
- A new position of Executive Administrator was created to assist the Board and the EC to execute their decisions, coordinate between different committees, arrange for meetings, and represent the Mosque with different organizations and meetings. The position was filled by Sister Hind Makki following a formal hiring process in April 2006. However, at this point the position is vacant.

1.3. Finances

- The Mosque Foundation reached its goal in fundraising for this year's operating expenses. The Annual Fundraising Dinner was a successful event that crowned several months of planning and hard work by the Dinner Committee led by Abdel Baset Hamayel and his dedicated team of volunteers.
- 2007 Budget was approved after detailed projections of specific needs for the next year were calculated by the Finance Committee, led by Mosque Treasurer and Co-Treasurer: Mubarak Amine and Samer Shalabi respectively.

- To assist in securing funds for future needs and to expand Mosque services to the community, such as establishing scholarships, supporting Islamic schools, and other areas of planned giving, the Board approved initiating the Mosque Foundation Endowment Fund. Critical work on legal and accounting foundations are ongoing. A new Board member Samer Shalabi led the effort in this regard.

1.4. Expansion Project

- After some hurdles, the Village of Bridgeview approved the Expansion plan as submitted, thanks to the hard work of the whole community and our representatives in the Village and the Zoning Board.
- The Architectural Firm completed the detailed drawings and submitted them to the Village for final approval.
- The bidding process was completed. Five companies submitted their bids based on a strict submission criteria developed by the Expansion Committee. At the end of the process, the Board hired the reputable and experienced *Chicago Heights Construction Company* to complete the construction.
- After a long review process, and making some adjustments to the original plans, the Village issued the permit for the new foundation.
- Construction work has started with projected costs estimated at \$ 4.1 million. Construction for the full plan is projected to last for about one year.
- An initial agreement was obtained with the owner of the lot east of Aqsa School to buy the land for the purpose of transforming it into an additional parking area for our congregation. A temporary parking area was finished until the final construction is implemented.

1.5. Mosque Foundation Silver (25th) Anniversary

- The Mosque held its 25th Anniversary (for the present location). The celebration was a chance for the whole community to celebrate, show unity, heal some old wounds, and look forward to a future of community service. The Anniversary coincided with the Annual Fundraising Dinner and was attended by many leaders from various Muslim organizations, as well as Interfaith and Coalition partners.
- A special 25th Anniversary Book detailing the history, the accomplishments, and the men and women behind the history was published. Mayor Richard Daley, along with other dignitaries, sent letters congratulating the Mosque Foundation for its accomplishments and efforts to encourage civic engagement and political empowerment in the Muslim community.
- A DVD documentary detailing the MF history and achievements was produced, and is available in the office, free upon request.

1.6. Programs & Services

1.6.1. Weekend School

- About 650 students attended the weekend school
- A new Education Committee was formed
- Sister Bothania Zahdan was hired by the EC as an Assistant Principal to assist in the administrative responsibilities.

1.6.2. Community Center

- The Board approved changing the Youth Center to a Community Center, which encompasses programs for the whole family, with emphasis on the youth.
- Sister Lena Tleib is the new Acting Director of the Community Center after the departure of Luqman Rashad.
- Many new programs were initiated for seniors, Women, Men, Children & Youth, with more plans in the works.
- The building was renovated, and rooms were repainted and re-organized.
- Several community activities, celebrations, lectures, meetings, and death condolences have been held in the rooms available for rental to the community for symbolic fees.
- Several Training Workshops were held for the staff.
- A new energetic Community Center Board was appointed by the Mosque Foundation Board and chaired by Dr. Ghassan Abdallah. The new vision of the Center stresses the alignment of its mission with the Mosque Foundation mission and values, and encourages civic engagement and participation within the community. A new Community Center Budget was approved for 2007.

1.6.3. Social Services

- The Food Pantry completed its second year of charitable donation to the needy community to become one of the busiest operating Pantries in the southwest suburbs. An average of 110 needy families benefit weekly from its distributions of food and household necessities. The pantry is staffed by dedicated volunteers.
- The Food Pantry received its first grant of \$500 from The Greater Chicago Food Depository of which it's a member.
- The Social Services Committee held its first Marriage Workshop for newlywed couples.
- A new Social Services Committee was appointed by the Executive Committee and chaired by Aisheh Said.

1.6.4. Interfaith

- The Mosque held its Annual Ramadan Community Dinner, which was well attended, by various community and interfaith groups in the area.
- Several Interfaith Meetings were held with the Catholic Theological Union
- The Mosque was represented in the newly formed Board of the Center for Christian-Muslim Engagement for Peace and Justice formed by Chicago Lutheran Church. The new Board held its first meeting with an active participation from the Mosque leadership.
- The Mosque leadership participated in the International Advisory Board of the Bernadine Center at Catholic Theological Union
- Muslim- Catholic Interfaith Dialogues were held with:
 - St. Fabian Parish of Bridgeview
 - Our Lady of Woods Parish of Orland Park
- Sister Aisheh Said has been leading the Muslim- Jewish dialogue with Beth Emet Synagogue in Evanston

1.6.5. Civic Engagement

- Mayor Daley inaugurated the *Mosque Foundation Community Garden*
- The Mosque participated in the March 19th Immigration Rally with our friends from the Latino Immigrant community.
- The Mosque was an active member of *United Power for Action and Justice* involved in many civic initiatives, especially health care.
- The Mosque continued to be an active member of *CIOGC*, *ICIRR*, *UPAJ* and a supporter of many Islamic and civic organizations in Chicago and the US, especially *CAIR-Chicago*, *Civil Rights Educational Center*, *MAS Chicago*, and others.
- The Mosque hosted the Rand Corporation team that presented “*The Arch Project*” their vision for a “Palestinian State.” A discussion of the proposed project with community members followed the formal presentation.

1.6.6. Public Relations

- The Mosque Foundation Leadership and Imam participated in the *Chicago Homeland Security Round Table* to address several issues facing our community, including airport profiling, citizenship delay, work discrimination and other important issues.
- Several positive and balanced news reports and articles covered the Mosque Foundation and its leading role in the Chicago Muslim Community. Of special interest was coverage of the Mosque 9/11 Fifth Anniversary Prayer Service and

interfaith activities by different TV channels; Channel 11's coverage of the demographic and business changes that were brought to the southwest Chicago suburbs by the Mosque Foundation; the festivities after the Muhammad Salah verdict at the Mosque Foundation; and the new *America at a Cross Roads* series by PBS that depicts the Muslim community's reaction to 9/11.

- Leading the philanthropic front in the Chicago Muslim community and the community at large, and not exclusively for Muslim projects and causes, the Mosque community donated the landscaping of a *Lakefront Garden* in the City of Chicago, to encourage the Muslim Community philanthropy to its society.

1.6.7. Political Empowerment and Governmental Relations

- In coordination with *CAIR-Chicago* and *ICIRR*, the Mosque Foundation completed a very successful voter registration drive before the congressional elections. At least 1,500 new voters were registered.
- The Mosque succeeded in energizing the community to vote with the help of a team of volunteers from *CAIR-Chicago*, *ICIRR*, and students from the neighboring Islamic schools. The turn out in the neighboring precincts doubled compared to the last election.

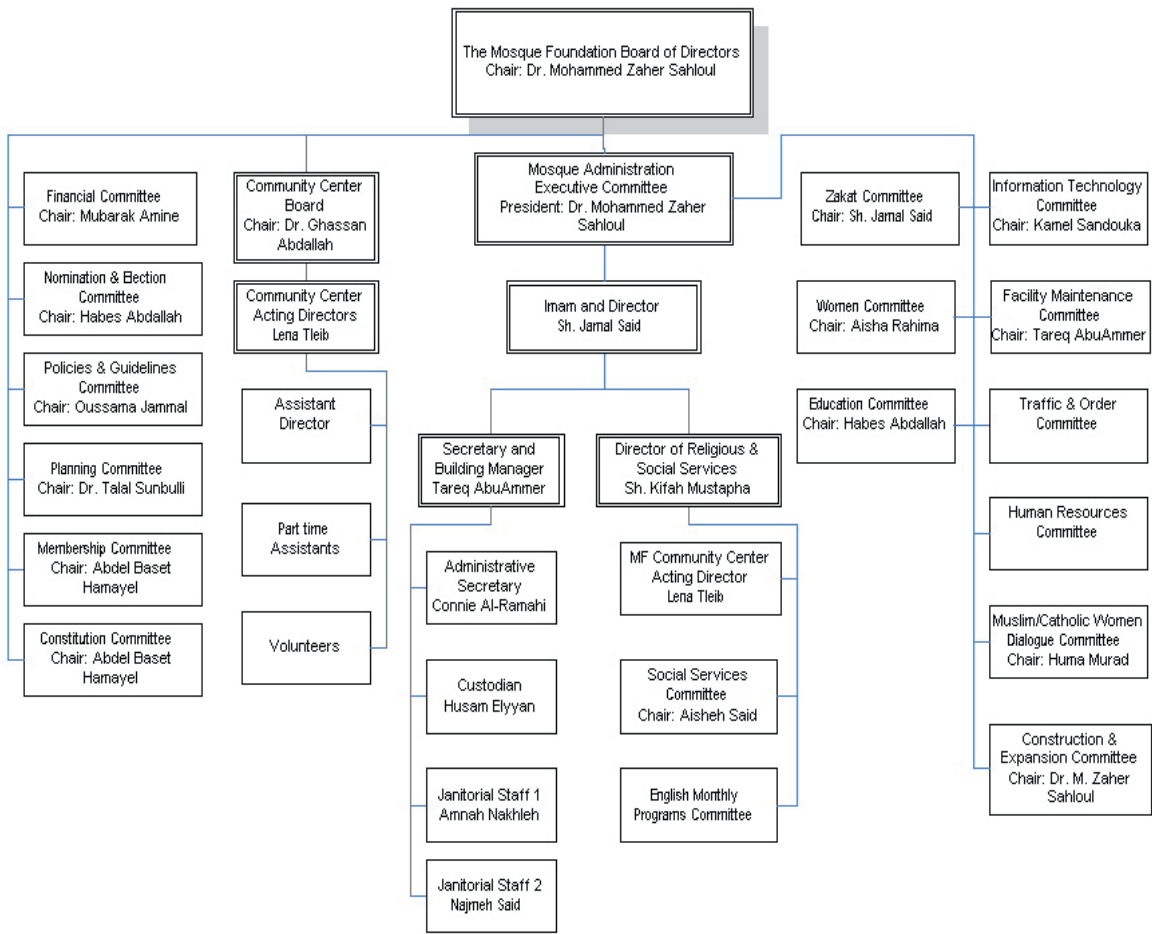
Finally, I thank you again for the chance to serve this great community, and I ask Allah Almighty to purify our intentions, guide our actions and grant us the wisdom, the patience and the perseverance in order to be true carriers of His message. "Say to the believers: Work, and Allah shall witness your work, and His messenger and the believers."

Wassalamu Alaikum Warahmatullahi Wabarakatuh.

Dr. Mohammed Zaher Sahloul
President,
The Mosque Foundation

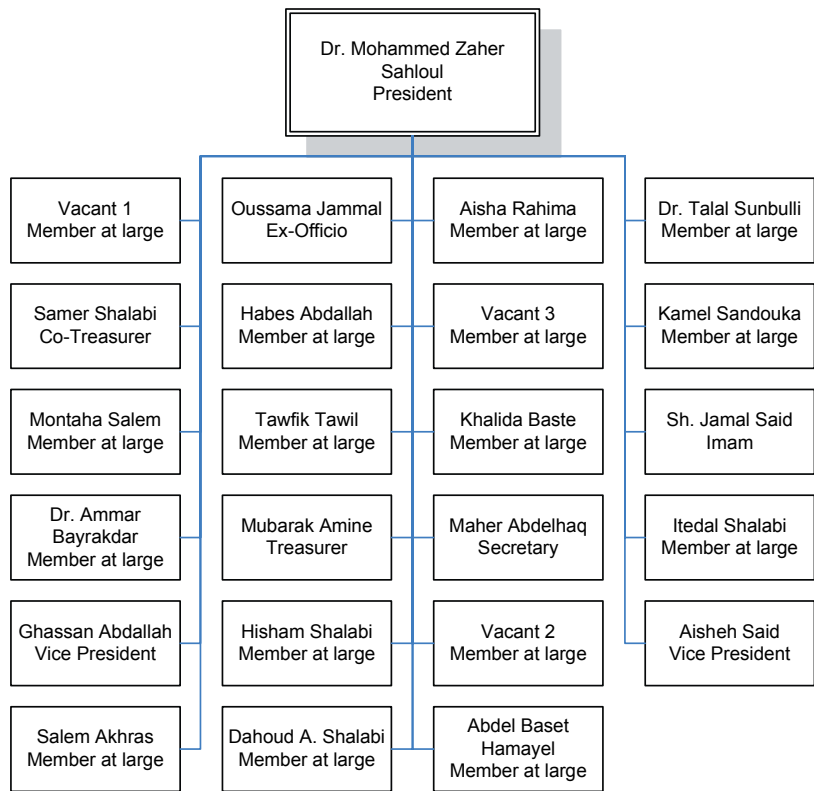
2. Organization Structure

The overall illustration of the Mosque Foundation organizational reporting structure is as follows:

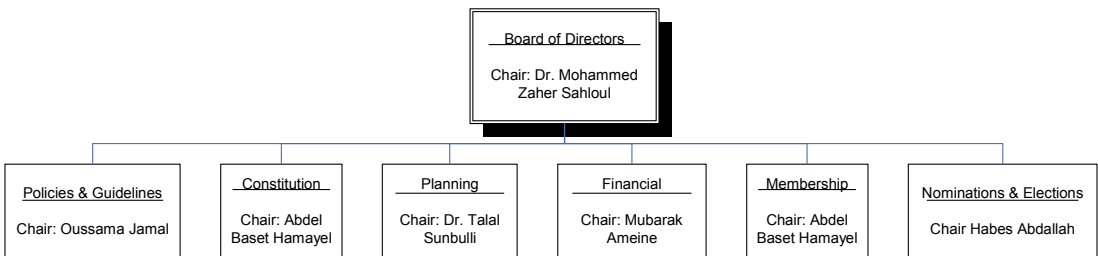


2.1. Members of the Board of Directors

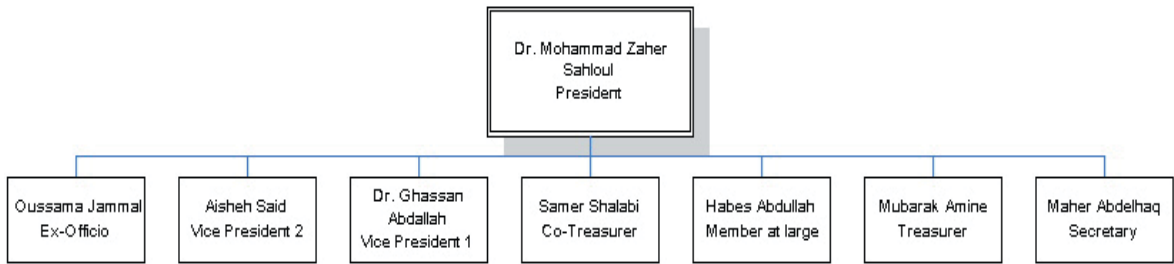
The Board of Directors of the Mosque Foundation consists of twenty-four members. They are the President, the Ex-Officio, an Islamic Scholar, and twenty-one elected members.



2.2. BOD Committees



2.3. Executive Committee



2.3.1. Status Report

Submitted by Dr. Ghassan Abdallah, Vice President 1:

The following are some major items that the EC worked on during the last year.

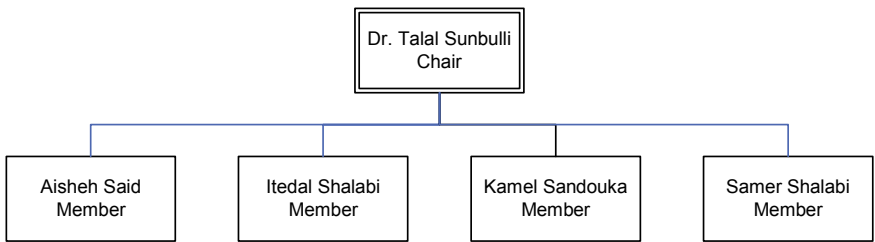
- The Youth /Community Center.
 - The Youth Center has been transformed to the Mosque Foundation Community Center in order to benefit the whole community of all ages.
 - Assigned a new Board to oversee the center’s activity.
 - Appointed an Acting Director and an Assistant Director to run the center.
- Starting the process of an Endowment Fund for the Mosque Foundation, which can be used to fund special projects and scholarship and can be funded by planned gifts, endowments, wills, and investments.
- Media, Public Relations and community preparation and campaign regarding the case of Mohammad Salah. A press release was issued after the verdict and a community celebration was organized which was well covered by media outlets.
- Lakefront Mosque Foundation Community Garden
 - Inaugurated with the attendance of Mayor Richard Daley the *Lakefront Mosque Foundation Community Garden*, which is located on the south side of the Adler Planetarium. The Garden project was championed by brother Oussama Jammal and presented as a civic contribution from the Muslim community of the Mosque Foundation to the City of Chicago.
- Administrative and Human Resources
 - Hired an Assistant Principle for the Weekend School.
 - Interviewing for Executive Administrator, Director for the MFCC, and for the E-newsletter.
 - Improving the image of MF through the newsletter, and a new website currently in development.
 - Improving staff reporting and evaluation process of employees.

3. Board Committees

3.1. Planning Committee

3.1.1. Definition & Structure

The Planning Committee shall establish the organization's priorities and long and short-term goals to achieve the objectives of the organization.



3.1.2. Mission & Goals

Our goal includes, but not limited to:

1. Monitor, analyze, and forecast trends of social and economical growth of our community
2. Strategically plan for meeting the community’s current and future needs (facilities, traffic, financial, community in general, specific MF needs, educational-Weekend school ...etc)
3. Investigate and recommend alternatives and options for the expansion of the Mosque Foundation’s community
4. Provide plans for efficient utilization of the Community Center building.

3.1.3. Status Report

This is a summary of the Planning Committee report. The Planning Committee met three times following the Mosque Retreat on November 2006. It took into consideration its recommendation of the important issues discussed.

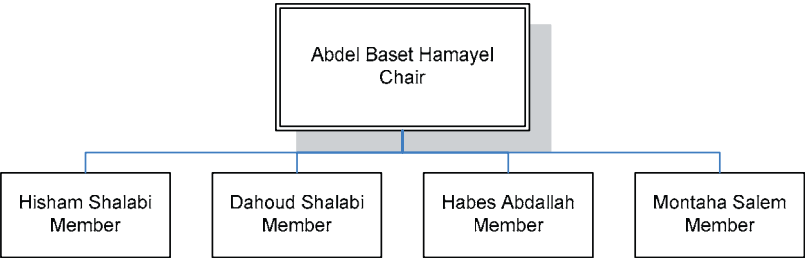
The committee felt that its responsibility is to anticipate future needs of our community and suggest ways, means, and plans of action for the Mosque administration to meet these anticipated needs, on the short term and long term.

Members of the committee felt that the youth center has not been living up to its potential and they suggested spending some time to evaluate it, by talking to former directors, reviewing the goal and objective of the youth center and studying other youth centers that belong to different faith base organizations to hopefully come out with recommendations that could help improve the situation.

3.2. Membership Committee

3.2.1. Definition & Structure

Per article IV section 2 of the rules and procedures “The Board of Directors shall appoint a Nominating Committee of which the President shall be a member. The members of the Nominating committee shall investigate and consult with various members of the community and shall as a result of such investigation and consultation, present nominations for President and for members of the Board of Directors who are to be elected. The committee shall consist of not less than five members.”



Per article II section 2 of the rules and procedures “(a) All applicants for membership shall file with the Secretary a written application in such form as the Board of Directors shall from time to time determine.

(b) All applications for membership shall be presented promptly for consideration and investigation to the Membership Committee, which should be appointed by the Board of Directors, and if a Membership Committee has been appointed it shall report promptly to the Board of Directors.

(c) The Membership Committee, within a period of time decided by the Board of Directors, shall accept or reject applications for membership. Acceptance of members and assigning them to a membership class shall be the duty of the Membership Committee. Rejection of membership by the Membership Committee shall have to be ratified by a two-third majority of the Board of Directors.”

3.2.2. Mission & Goals

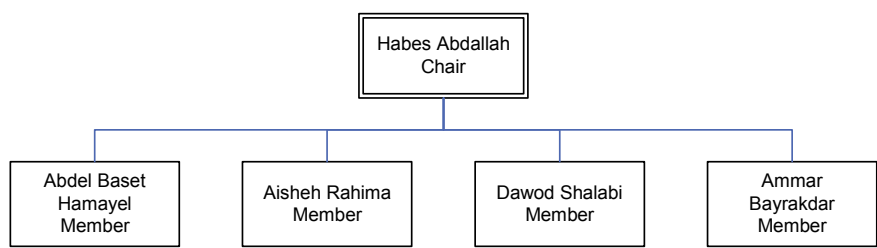
- Update, organize and make available current list of members
- Solicit and increase membership in the Mosque Foundation.
- Seek and attract distinguished members of the community to become members of the Foundation.

3.2.3. Status Report

- Provided the latest statistics on the number of current/new members of the Mosque
- 13 new applications have been received and accepted by the committee.

3.3. Nomination & Election Committee

3.3.1. Structure

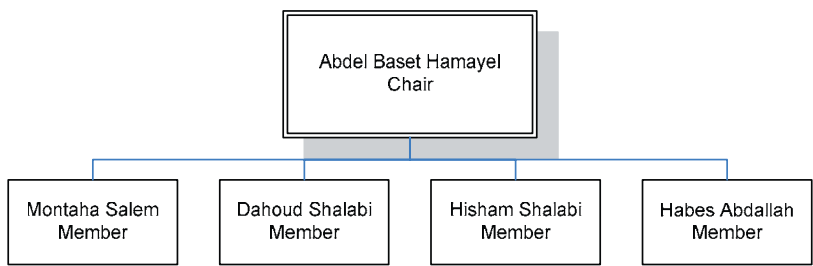


3.3.2. Status Report

Not Submitted.

3.4. Constitution Committee

3.4.1. Structure



3.4.2. Mission & Goals

The Constitution Committee will review the foundation's bylaws and the rules and procedures, no less than once a year, receive all suggested amendments, and prepare needed amendments to the board for its consideration.

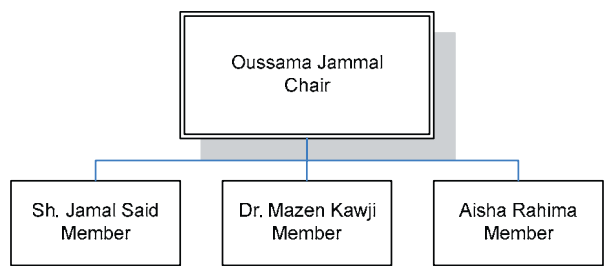
- Review, verify and finalize the existing copies of the by-laws and rules & procedures
- Seek legal advice and services for the above task
- Propose/review needed and/or suggested amendments

3.4.3. Status Report

Not submitted

3.5. Policies and Guidelines Committee

3.5.1. Structure



3.5.2. Mission & Goals

The Policy and Guideline Committee shall establish policies and guidelines for the various areas of functions and activities of the Mosque Foundation, such as education, youth, dawa....etc.

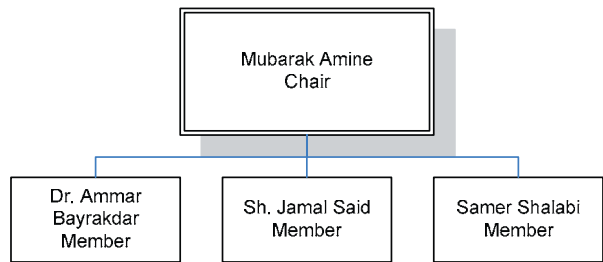
Our goal is to review and improve current policies pertaining to the use of the Mosque Foundation’s facilities and assets

3.5.3. Status Report

No new cases presented for review.

3.6. Financial Committee

3.6.1. Structure



3.6.2. Mission & Goals

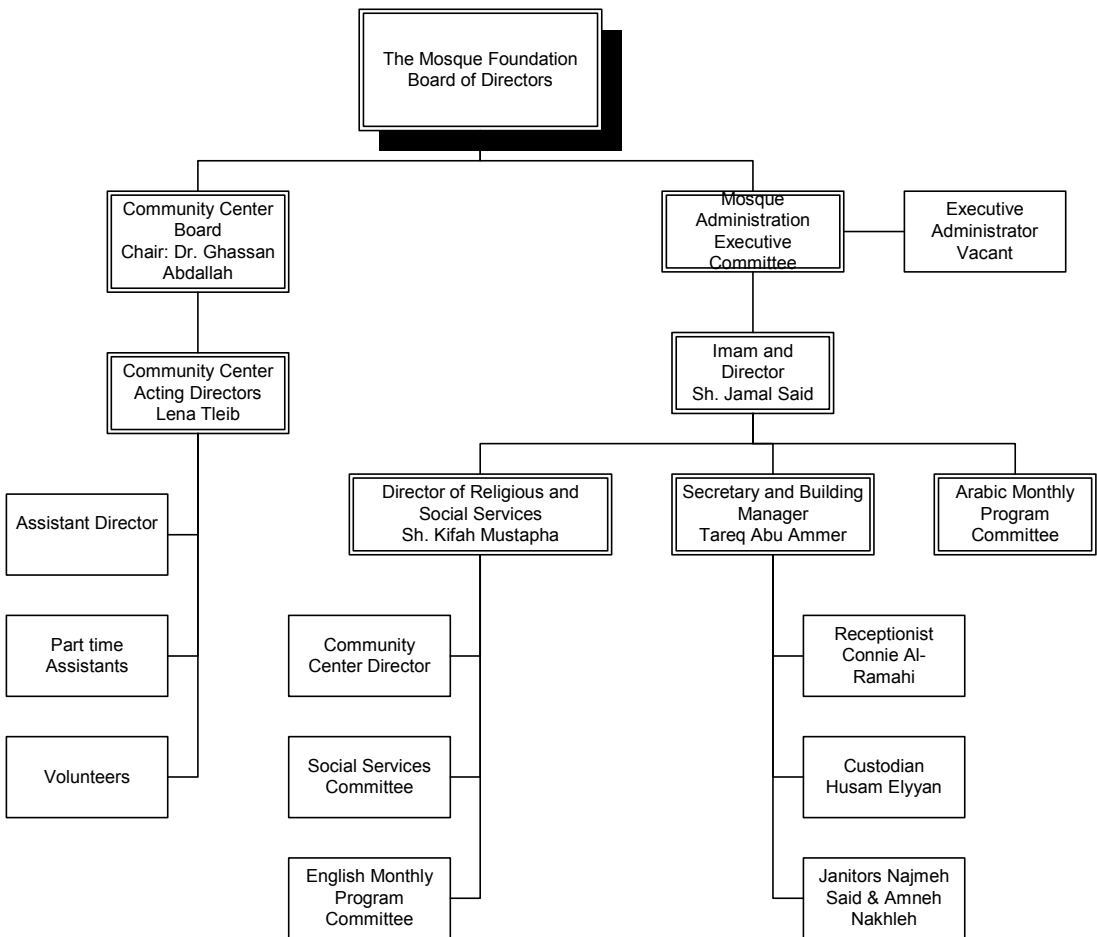
The Financial Committee shall formulate and present an annual budget for the foundation as well as plans for the long-term financial stability of the foundation.

Study and propose financial plans for investment and endowment fund

3.6.3. Status Report

Reference Financial Repor at Section 6.1

4. Mosque Foundation Administration



4.1. Imam & Director Report- Sh. Jamal Said

4.1.1. Status Report - Daily Activities

- Conduct daily prayers
- Manage the facility to support the five daily prayers
- Provide a small daily lecture/reminder after Fajr and Isha prayers.
- Assuring timing and availability of on-time call for prayer for each of the daily 5 prayers & other prayer services.

(1) البرامج اليومية:

- 1- إقامة الصلوات الخمس جماعة في المسجد. وإعداد المسجد لذلك من التدفئة والتبريد الى الاضاءة والتنظيف.
- 2- حديث بعد صلاة الفجر وبعد صلاة العشاء يومياً.
- 3- التأكد من رفع الاذان واقامة الصلاة وذلك في الوقت المحدد لكل صلاة من الصلوات الخمس والجمع والاعياد والتراويح .

4.1.2. Status Report – Weekly Activities

اليوم	النشاط	Activities	Day
الجمعة:	1- درس في الفقه قبل صلاة الجمعة للاخوة والاكوات. 2- درس للنساء قبل صلاة العشاء بساعة.	1- Halaqa for Young women at 7:00PM 2- Halaqa and Tafseer for Women at 7:00PM	Friday
السبت:	1- كل ثاني سبت من الشهر.	English Monthly Meeting 4 th Week	Saturday
الاحد	درس تفسير القرآن الكريم ساعة قبل العشاء اسبوعيا.	1- English Speaking Sisters Lesson 11am-1pm 2- Spanish Program 12 -1pm	Sunday
الاثنين	دورة القرآن للاخوات من 2-4 مساء		Monday
الثلاثاء	1- دورة تجويد القرآن للمبتدئين الساعة 11 صباحا (للاخوات فقط) 2- درس للاخوات من 12ظهرا – 1ظهرا		Tuesday
الاربعاء:	1- درس للاخوات من 5مساء – 6مساء 2- درس في فقه السيرة ساعة قبل العشاء		Wednesday
الخميس:		In the Shade of Faith One hour before Isha Prayer	Thursday

4.1.3. Status Report – Annual Activities

1- الرحلة السنوية للمسجد: يوم الاحد الاخير من شهر 6، عدد الحضور حوالي 500 من الاخوة والاكوات والاطفال، ويقام فيها العديد من النشاطات والألعاب للأطفال والكبار.

2- حفلة العيد: كانت في هذا العام مميزة بالبرامج والنشاطات الشيقة ، مع برنامج ممتع للأطفال في نفس الوقت، حضرها ما يزيد على 450. من الاخوة والاكوات.

3- دورة في الحج باللغة العربية واخرى باللغة الانجليزية. حضرهما اكثر من خمسين اخ واخت .

3- Annual Women's Interfaith Potluck Dinner. The Mosque Foundation and St. Fabian Catholic/Muslim Women's Dialogue: Speakers from both Faiths, Share common threads of faith, family and community

4- لقاء الجمعية العمومية الدوري ، واعداد التقرير السنوي ، وكل ما يتعلق بالترشيحات والانتخابات وارسال الرسائل والتحقق من قوائم العضوية وتجديد العضوية ، واعداد قوائم الانتخابات . وذلك بالتعاون مع لجنة الانتخابات.

(5) نشاطات أخرى:

أ) شهر رمضان: وذلك من الاستعدادات لاثبات الشهر ، واستقبال الاف الاستفسارات من الجالية عن ثبوت الشهر ، وانشاء العديد من الخطوط التليفونية ، واستخدام الانترنت والتسجيل الاوتوماتيكي وبثه الى البيوت والعناوين المتوفرة لدينا .

- 1- صلاة التراويح على دفعتين.
- 2- درس يومي بين الصلاتين. وخاطرة بين كل اربع ركعات في كل صلاة.
- 3- المشروع الخيري وذلك كل ليلة، مع جمع التبرعات .
- 4- اعتكاف وقيام الليالي العشر الاواخر في المسجد مع تأمين السحور والافطار للمعتكفين.
- 5- قيام ليلة القدر وبرنامج لل كبار والصغار مع تأمين المرطبات والسحور . بحضور اكثر من الف مسلما .
- 6- صلاتي العيد الاولى والثانية والاعداد والترتيب لهما. في المسجد والمدارس الاسلامية. والاشراف على سوق العيد الذي يقام بعد صلاة كل عيد .
- 7- إعداد الافطار اليومي خلال شهر رمضان المبارك للمسلمين وغيرهم في مساجد الاحياء الفقيرة (12 مسجد) بمعدل 250 وجبة إفطار يوميا. بالمشاركة مع مؤسسة الزكاة .

(ب) توزيع الزكاة على أكثر من 70 عائلة فقيرة شهريا. وقبل العيدين. وما انفق هذه الفترة و ارد في التقرير المالي.

(ج) توزيع الطعام على حوالي 150 عائلة اسبوعيا من خلال مركز توزيع الطعام. Food Pantry.

(د) المشاركة في جمع الاضاحي وتوزيعها على الفقراء داخل وخارج شيكاغو من المسلمين وغيرهم.

(و) اعداد رسالة المسجد الشهرية وتوزيع 5500 نسخة شهريا في المسجد وبعض المحلات العربية.

(ح) زيارة المستشفيات وتفقد مرضى المسلمين فيها.

(ط) حلقة تحفيظ القرآن الكريم للاطفال: من سن 5 الى 10 سنوات اربعة ايام اسبوعيا لمدة ساعتين يحضرها 50 طالب

(5) الجنائز والعزاءات: في حالة الوفاة يقوم المسجد بالاشراف على ترتيبات الجنازة كاملة: من غسل واعداد للدفن والصلاة على المتوفى في المسجد ومرافقة الجنازة الى المقبرة والمشاركة في مواساة أهل الميت بفقيدهم والذهاب الى عزائهم. وقد وصل عدد الجنائز التي اشرف عليها المسجد من تاريخ 2006/5/1 ولغاية 2007/3/15 (87 جنازة).

(6) عقود الزواج ومعاملات الطلاق: تم اجراء عقود الزواج من شهر 2006/4 ولغاية شهر 2007/3 - 115 عقد زواج. اما حالات الطلاق فلقد بلغت هذه الفترة 50 حالة .

(7) تكوين لجنة للاخوة كبار السن: حيث تم انتخاب اللجنة برئاسة ونائب للرئيس وسكرتير وعضوين من وجهاء الجالية ، حيث تقوم اللجنة بعدة نشاطات، من زيارة المرضى، اعداد برامج ترفيهية وثقافية للاخوة والاخوات كبار السن، عمل لقاءات مع مسؤوليين في الحكومة والمنظمات ذات العلاقة للاستفادة من البرامج التي تقدمها الحكومة لكبار السن.

(8) استقبال الاعلانات الاسبوعية واليومية لمختلف المنظمات و الانشطة والمناسبات والجنائز والعزاءات ، وتلاوتها بعد صلاة الجمعة وبعد الصلوات وكتابتها على لوحة الاعلانات الالكترونية في قاعة المسجد. وكذلك استقبال الاعلانات المطبوعة والمكتوبة بغرض تعليقها في المسجد وقرائنها والتأكد من موافقتها لسياسات المسجد والقوانين وختمها وتعليقها ثم بعد ذلك ازالتها عند انتهاء الفترة المعينة لذلك . وكذلك النشرات والمجلات والجرائد .

(9) استقبال كافة التبرعات لمختلف الانشطة والاعراض ، وادخالها في الحاسوب واستصدار ايصالات توثق هذه التبرعات وارسالها الى المتبرعين ، وحفظ واعداد تقارير شهرية مفصلة تسلم للمسؤول المالي شهريا ، بما في ذلك ايام الجمع وشهر رمضان والعشاءات الخيرية للمسجد وللشاريع المتعددة .

(10) القيام باستقبال وتنظيم حركة مرور السيارات في مواقف المسجد ، وفتحها واغلاقها حسب الحاجة ، وذلك باشراف لجنة النظام والمتطوعين ، والتي تقوم بجهد كبير جدا في هذا الباب ، خاصة في ايام الجمع ، وفي شهر رمضان المبارك ، وفي فصل الشتاء ، ولاسيما عند قدوم الجنائز ومئات السيارات المرافقة لها ، والتنسيق مع البلدية في كل ذلك.

11) استقبال الالاف من الاسئلة والاستفتاءات شخصيا ، وتلفونيا وعبر البريد الالكتروني ، من المسلمين وغير المسلمين ، والرد عليها اولا بأول ، بالادلة الشرعية ، والموضوعية ، اخذين بعين الاعتبار تذكير المسلمين باحترام قوانين البلاد ، وان ذلك من صميم تعاليم الدين الاسلامي الحنيف . ويرد المسجد استفتاءات كثيرة من خارج الولاية وذلك لطبيعة استقرار وضع المسجد ودوام الموظفين اليومي.

12) استقبال المئات من ابناء الجالية لحل مشكلاتهم العائلية ، وفض النزاعات المالية وغيرها ، حسب ما تقتضيه الشريعة الاسلامية وبما لا يخالف قانون البلاد . وذلك بمعدل اكثر من عشر مشكلات اسبوعيا . وهذا يستغرق العديد من ساعات العمل.

13) استقبال المئات من الضيوف من غير المسلمين وزوار المسجد بغرض الاستفسار عن الاسلام وقضايا المسلمين ، وذلك من الجامعات والكليات والمدارس الثانوية والكنائس ودور العبادة المختلفة بجو من الضيافة الاسلامية والعربية الكريمين .. وتوزيع نشرة التعريف بالمسجد ودوره ، ونشرات عن الاسلام وقضاياها المختلفة . ولقد اعلن اثنان وعشرون شخص اسلامهم في المسجد في هذه الفترة.

14) الاشراف والتنسيق بين مختلف الموظفين العاملين بالمسجد والتأكد من حضورهم وقيامهم بواجباتهم ، من الامامة الى الاستقبال والسكرتارية ، والنظافة ، وكذا الاشراف على اعمال المتطوعين المختلفة في المسجد.

15) استقبال الاخوة والاخوات المكلفين بتقديم خدمات اجتماعية Community Service من قبل المدارس والكليات والجامعات والمحاكم ، والاشراف على عملهم والتأكد من اتمامهم للمطلوب منهم واصدار وثائق بذلك. وكان العدد الكلي لهذه الفترة 32 اخ واخت .

16) المشاركة في انشاء وتأسيس المنظمة الخاصة بالمسؤولين الدينيين في الجالية العربية (الاسلامية والمسيحية) وحضور لقاءات دورية بمعدل مرة كل ثلاثة اشهر ، ولقد قام وفد من المسجد بزيارة الكنيسة العربية ، وكذلك قام وفد من الكنيسة المسيحية العربية بزيارة المسجد ، في المناسبات الدينية للجالية العربية .

17) الاشراف على ممتلكات المسجد وحفظها وصيانتها وتجديدها ان لزم الامر من الات التصوير والكمبيوتر والاثاث ، وتأجيرها احيانا مثل الكراسي والطاولات ، وكرسي المقعدين المتحرك ، وكذلك صيانة وتجديد الاوراق الرسمية لسيارة المسجد The Truck والتأمين . وتزويد المسجد والمكاتب بما يحتاج من القرطاسية والادوات المكتبية .

18) التعاون مع مختلف اللجان والاقسام التابعة للمسجد في كل ما يحتاجون اليه ، والعمل على تيسير اعمالهم وتلبية متطلباتهم في ضمن الامكانيات والصلاحيات المتاحة .

19) تلبية الدعوات والمشاركة في مختلف اللقاءات للعديد من المنظمات الاسلامية والاجتماعية والدينية ، والدوائر الحكومية والمدنية ، وتمثيل المسجد في كل ذلك ورفع تقارير دورية لمجلس الادارة عن هذه الانشطة .

4.2. Director of Religious Affairs and Social Services Report- Sh. Kifah Mustapha

4.2.1. Educational

- **Thursday class.** (In the Shade of Faith). A weekly program every Thursday. More than 100 people attend this program. Youth make up the majority of the audience. Most topics are chosen by an audience survey every six months in order to address what is most needed.
- **College and University presentations** were a major area of my effort. I spoke to *MSA* students in many programs covering a range of different topics. “*DEPAUL, LOYOLA, UIC, UC, MORAIN VALLEY, EAST WEST, ST. XAVIER* and other universities were among the ones I was invited to visit.
- **Mosque visitations.** (Students from elementary, high schools, colleges and universities, as well as many groups of various religious affiliations come to be briefed about Islam and to tour the Mosque.)
- **Monthly English Program.** (This year was unique in the type of programs we conducted). (*Drugs, Dealing with Disasters, Generation Gap, Art of Dawah, Prophetic Medicine, Teen Rebellion, etc.*)
- **Trainings and Seminars.** *United Power for Action & Justice, University of Chicago, Good Samaritan Advocate Group for Mental Health, Red Cross, etc.*

4.2.2. Social Services

- **Pastoral Mental Health Program.** This year was the final phase of preparation and seminars started of Dec. 06.
- **Campaign for Better Health Care.** My involvement is as a steering committee member and writing Islamic materials for the Congregational Advocacy Toolkit about Health, which is distributed to faith based organizations throughout Illinois.
- **Training session with the Department of Health services in Washington.** After Hurricane Katrina, we met for three days for follow up training and to share experiences.
- **Participation in meetings and events** of Social Service Committee, please refer to the committee report.

4.2.3. Youth & Community Center

- The Mosque Foundation Board approved changing the Youth Center to a Community Center, which encompasses programs for the whole family, with emphasis on the youth.
- Sister Lena Tleib is the new Acting Director of the Community Center after the departure of Luqman Rashad.

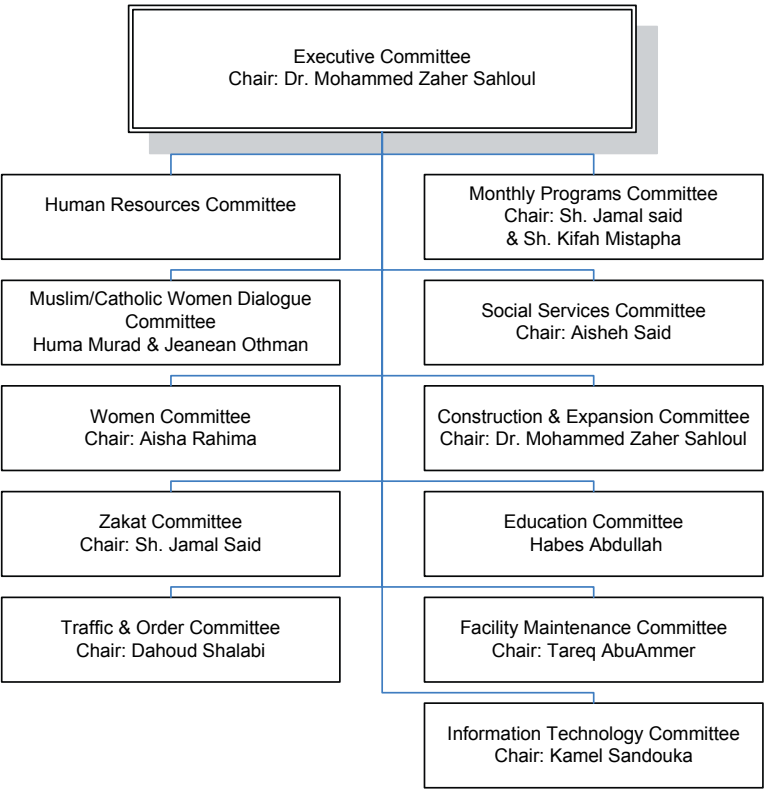
- Many new programs were initiated for seniors, Women, Men, Children & Youth, with more plans in the works.
- The building was renovated, and rooms were repainted and re-organized.
- Several community activities, celebrations, lectures, meetings, and death condolences have been held in the rooms available for rental to the community for symbolic fees.
- Several Training Workshops were held for the staff.
- A new energetic Community Center Board was appointed by the Mosque Foundation Board and chaired by Dr. Ghassan Abdallah. The new vision of the Center stresses the alignment of its mission with the Mosque Foundation mission and values, and encourages civic engagement and participation within the community. A new Community Center Budget was approved for 2007.

4.2.4. Outreach Services

- Press conference with *Council of Islamic Organizations* about Immigration Reform Bill.
- A presentation for the new members of the Crisis team at University of Chicago. I was called to give a presentation as a religious figure about the code of conduct during a disaster and share my experiences in Katrina.
- My participation with *CAIR* in touring the US Customs at O'Hare airport and voice our concerns about profiling and discriminations against Muslims and Arabs.
- *American Cancer Society Relay For Life* project participation in the city of Bridgeview. I represented the MF and gave a speech. The MF was a major sponsor.
- My participation with the *Chicago Foreign Affairs Club* when the Minister of Equal Opportunities of France visited Chicago.
- ISNA presentation about Islam 101.
- Meeting with ABC news about the media coverage of Muslim issues.
- Demonstration preparation and participation against the war in Lebanon.
- The project of "*Hotel Workers Rising.*" I visited hotel workers as a support for their calls for better pay and benefits.
- Iftar with *Mayor Daley* in Ramadan.

5. Functional Committees

These committees shall perform tasks and carry on activities in their respective areas. Members of these committees shall be members of the Mosque Foundation nominated by the President and approved by the Executive Committee. The Executive Committee will supervise their activities. The President shall periodically report the composition and progress of these committees to the Board of Directors.



5.1. Monthly Programs Committees

5.1.1. Structure

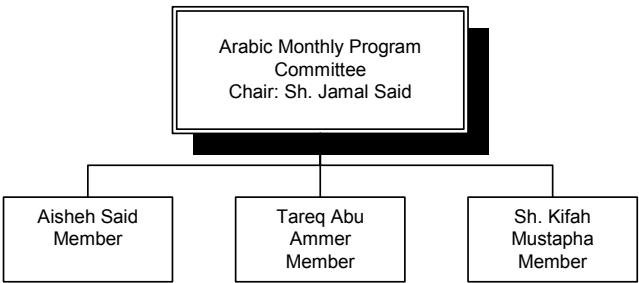


Figure 1- Monthly Arabic Program



Figure 2 – Monthly English Program

5.1.2. Mission & Goals

This committee shall direct the monthly program at the Mosque. It shall establish and conduct seminars, lectures, and other adult educational programs.

- Manage monthly meeting program (Design program, Appoint moderator ...etc)
- Develop a complete annual program
- Coordinate with speakers and schedule dates
- Arrange and coordinate dinner/refreshments
- Announce and publicize program

5.1.3. Status Report - Monthly Arabic Program

الرقم	التاريخ	عنوان اللقاء	اسم المحاضر
-1	2006/3/25	ليلة في صحبة رسول الله صلى الله عليه وسلم	الشيخ عبد الجواد قنصوة & الشيخ جمال سعيد
-2	2006/4/8	التطورات على الساحة الفلسطينية	الصحفي أسامة ابو رشيد & الاستاذ رفيق جابر
-3	2006/5/13	حقوق الطفل المسلم	الشيخ شاكرا السيد
-4	2006/6/10	منزلة المسجد في نفس المسلم	الشيخ جمال سعيد
-5	2006/8/12	لبنان الى أين	الاستاذ أسامة الجمال
-6	2006/11/11	الفيزال هوم الاسلامي في جاليتنا	هارون فردوسي
-7	2006/12/9	الايمن اسباب ضعفه علاجها	الشيخ جمال سعيد
-8	2007/1/13	لقاء مفتوح مع حجاج بيت الله الحرام	
-9	2006/3/10	توجيهات في تربية الاولاد والبنات	الشيخ جمال سعيد & الاخت عائشة سعيد

5.1.4. Status Report – Monthly English Programs

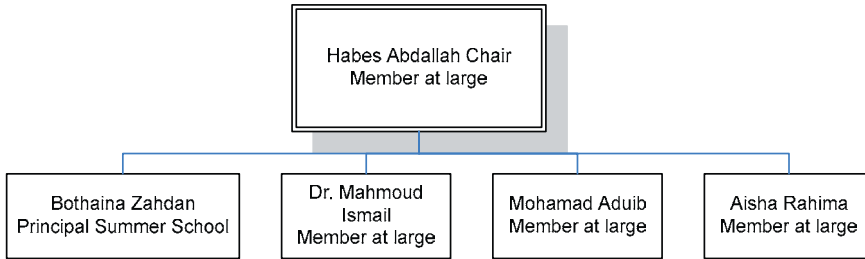
N o.	Date	Topic	Guest Speaker
1	3/11/2006	In the Company of the Beloved Chosen Prophet Muhammad (PBUH)	Youth
2	3/25/2006	Generation Gap: Connecting the Dots	Safaa Zarzour, Sh. Kifah
3	4/20/2006	The Prophetic Medicine	Dr. Amir Saleh
4	5/6/2006	For All Humanity	Muslim and Catholic Scholars
5	5/27/2006	Drugs and Intoxicants: Who is getting high?	Rami Nashashibi Nashat Alqouqah Jalal Ally, Hisham Sadek
6	6/24/2006	Dealing With Disasters: A Spiritual Response	John Wilson, Red Cross and others
7	7/22/2006	Life in the Light of Faith	Alla Eideen Kharofa, Abdullah Madyoun, Sh. Kifah
8	8/26/2006	The Art of Dawah	Yahia El-Hindi
9	10/28/2006	The Ideal Islamic Marriage in the American Context	Imam Mohamed Majid
10	1/27/2007	Highlights From Hajj	Hujjaj
11	2/24/2007	Muslim Teen Rebellion: Causes and Solutions	Dr. M. Rida Beshir
12	3/24/2007	Am I Being Heard? – A Student’s Perspective	Open Forum
13	3/26/2007	Inter Faith Expo	St. Xavier

5.2. Education Committee

5.2.1. Definition

Alsiddiq School was established in 1983 with only 60 students enrolled. Now we have over 600 students, ages between 5 and 17, pre-K to 6th grade level. The school teaches Qur'an, Islamic Studies, and Arabic language

5.2.2. Structure



5.2.3. Mission & Goals

This Committee shall direct the weekend and summer school, appoint and evaluate programs, principal and staff, choose curricula, and set tuition and compensation rates.

Alsiddiq Weekend School

1. Develop school curriculum, program, and budget
2. Select and recommend books and educational materials
3. Define teaching qualifications and requirements
4. Review applications and interview teachers
5. Evaluate teachers' performance and students' achievement
6. Provide periodic reports to Executive Committee - every semester
7. Teach students the language of the Qur'an via recitation and memorization.
8. Teach students the principles of Islam and how to follow them.
9. Train students the proper way to converse with non-Muslims in order to correct erroneous ideas about Islam.

Summer Qur'an School

- To use the summer break effectively and wisely. comprehension of its verses.
- To improve their Islamic Character by learning Prophets' Teachings, i.e. Ahadeeth, duaas, and prayers they need in their daily practices
- Improve their Islamic practices, especially the taharah, and daily prayers.
- To strengthen the bond between the new generation and Allah's House by:
 - Having our program in the Masjid.

- Allowing them to enjoy their time by offering a variety of indoor and outdoor activities, as shown in the program’s calendar.
- Offering an affordable tuition.

Educate the family and attract them to the mosque through the student.

Prepare students to be part of their society through participation in diverse activities such as collecting food for food pantries and visiting retirement homes.

5.2.4. Status Report - Weekend School

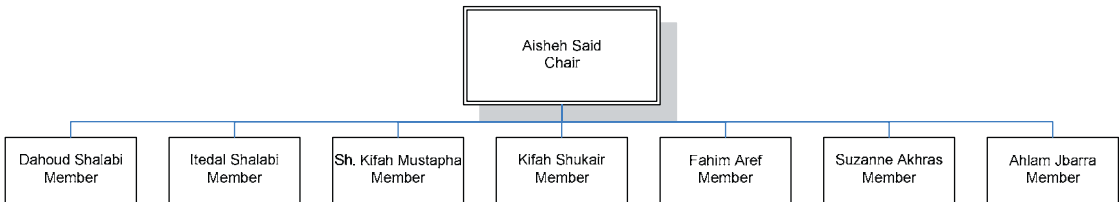
- There are 25 teachers and 23 teacher aids, 4 administrators and 15 staff members, and many volunteers.
- Academic year starts in September and ends in May.
- Consists of 2 semesters: first semester from September to January, second semester from February to May.
- School day lasts from 9:45 a.m. to 3:00 p.m. on Sundays.

5.2.5. Status Report – Summer School

- 163 students enrolled this year in the program, 32 of them are teachers and assistants’ children, free tuition.
- Each student paid \$100.00 as tuition.
- 15 teachers taught this year, each teacher had 10- 15 students.
- 7 assistants joined the Activities Committee
- 3 youth, 14-17 years old, assisted with activities, baby sitting, and aiding teachers.
- One paid babysitter, \$10.00 /hour.
- \$750.00 was collected from individuals, and from a rummage sale, for the *Qur’an in Braille Language project*.
- \$43.36 was a one-day donation from the students to *Islamic Relief*.
- Almost 1,000 items of different types of food were donated to the Mosque Foundation Community Food Pantry.
- In order to bring the Muslim organizations together, our program coordinated several activities with M.A.S summer program, as well as renting Aqsa School’s swimming pool.

5.3. Social Services Committee

5.3.1. Structure



5.3.2. Mission & Goals

Our mission is to provide comprehensive, Islamic-based psychological, financial, educational and other necessary services to all people in need of help, through a network of professionals and referral services.

We are the first place people in need turn to for help to satisfy their emotional, psychological, physical, financial, vocational, legal, and family needs.

We are aiming to providing our community with the following services:

- Counseling and Psychotherapy Services
- Children Services:
 - Child Abuse Services
 - Child Care Service
 - Child Placement Service
 - Children Assessment and Treatment Services
- Adolescent and Youth Services:
 - Mental and Emotional Services
 - Drug Abuse Service
 - Delinquency Service
 - Pre-Marital Services
 - Youth Criminal and Probation Services
- Marriage and Parenting Services
- Older Adults Program
- Women Services
- Financial and Nutritional Services
- Services for People with Disabilities
- Vocational Services
- Islamic Chaplainry and Visitation Services
- Islamic Shelter Service
- Foster Homes and Islamic Adoption Service
- Refugee resettlement Service
- Islamic Funeral Services

5.3.3. Status Report

The Social Services Committee continued to address the needs of our community. In that regard, the committee has accomplished its goals through providing services to the community. Among its projects are:

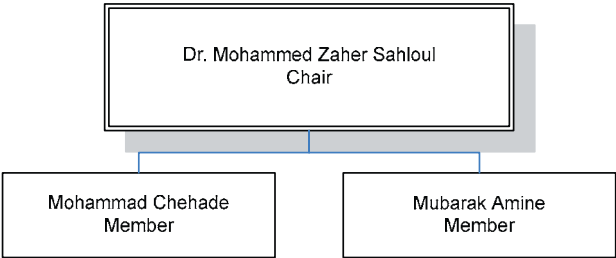
- Marriage Workshop: The Social Service Committee organized a marriage workshop for newlyweds. The committee also prepared a booklet with important facts about marriage.
- Members of the committee also attended a Mental Health Workshop at the Good Samaritan Hospital to evaluate the needs of the Muslim community regarding mental health issues
- The committee worked on a seminar for the elderly in our community
- Some members of our committee attended a workshop on grant writing. The committee worked on a grant for the Food Pantry and was awarded \$500
- The committee celebrated the second anniversary of the opening of the Food Pantry. The Food Pantry distributes food to 100-150 needy Muslim and non-Muslim families each week.
- Pads Program-A volunteer organization, which provides food and shelter for homeless during the months of October thru April. During the past three years, the MF volunteers have been cooking and serving food once a month at one of the volunteer churches in the area.
- The committee also participated in a Back-to-School program to provide Somali Refugee children with backpacks and school supplies.
- Committee members also participated in writing a booklet for Healthcare produced for faith based communities

Some of the committee’s future projects are:

- Establishing a volunteer visitation program with Christ Hospital. Trained volunteers will be able to visit Muslim patients at the hospital as a way of comforting patients and offering prayers.
- The committee will offer to the community a ‘Washing for a Funeral” workshop
- The committee is looking into how to implement a Foster Care program for our community.

5.4. Human Resources Committee

5.4.1. Structure



5.4.2. Mission & Objectives

Mission Statement: our Mission is to Organize, Develop and Oversee the Human Resources at the Mosque Foundation.

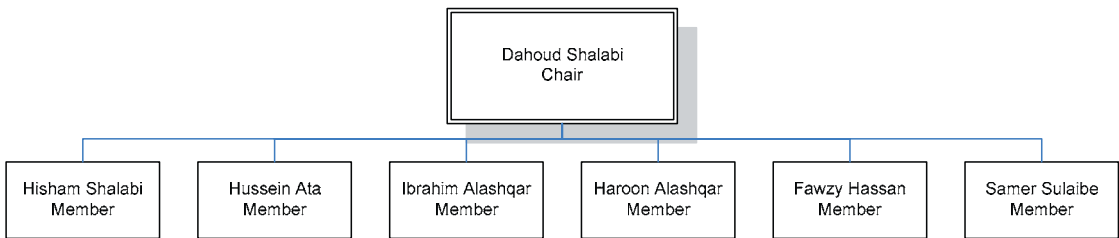
Objectives:

- Identify the HR Needs for the Mosque Foundation.
- Recruit qualified staff.
- Establish Personnel Policies Manual.
- Facilitate Training and Performance Evaluation of staff.
- HR Structure, including reporting and authorities of staff & volunteers.
- Job Descriptions of HR.

5.5. Traffic & Order Committee

5.5.1. Definition & Structure

This committee shall organize, direct, and supervise human and automobile traffic at the Foundation. Work with local police officers and fire department to enforce safety regulations and rules. Maintain order at the Foundation especially during programs and functions



5.5.2. Mission & Goals

- Organize traffic and parking during Friday, Taraweeh, and Eid prayers
- Coordinate with local police department
- Organize and maintain order inside Mosque
- Striving to make the Mosque Foundation visit a pleasurable one for visitors.

5.5.3. Status Report

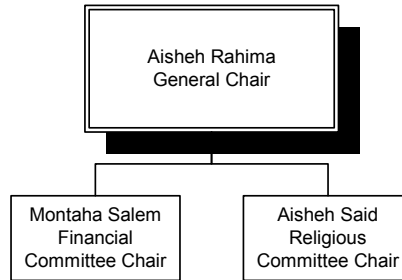
- Ensures consistent and problem-free flow of traffic during the Friday prayer services, accommodating all worshippers.
- Facilitates traffic flow on a weekly basis, and as needed, such as janazah prayers.
- Ensures the safety of all worshippers during all crowded prayer services.
- Manages communication with local police departments and village officials to ensure local ordinances and regulations are followed.
- Helped coordinate the Eid Al-Fitr and Eid Al-Adha halls, and securing all local needed

facilities.

- To observe and enforce all “no parking and fire lane” bans around the MF to eliminate village parking violations and tickets to worshippers.
- Acquire written permission from local banquet halls and other private facilities for use of their parking space as required by the village for MF expansion to proceed. We now have acquired permission on Fridays for more than 70 cars.
- Assisted in negotiations for the Eid Al-Adha reservation at Toyota Park.
- Assists in coordination between local funeral homes for all funeral prayers.
- Ensures safety of children in the area from excess traffic concerns during Ramadan.

5.6. Women’s Committee

5.6.1. Structure



5.6.2. Description & Status

تقوم اللجنة النسائية بعدة نشاطات مختلفة ومتنوعة:-
أولاً: النشاطات الدينية الثقافية وهي:

1. درس النساء كل يوم جمعة في الفقه قبل صلاة الجمعة.
2. درس النساء كل يوم جمعة مساء قبل العشاء بساعة.
3. دورة في التفسير للقرآن الكريم كل يوم خميس.
4. تشارك الاخوات في إعطاء دروس باللغة الانجليزية يوم الاحد.
5. دورة في التجويد كل يوم اثنين.
6. درس كل يوم ثلاثاء باللغة العربية الساعة 12:00 ظهراً.
7. درس كل يوم اربعاء باللغة العربية الساعة 5:00 مساءً.
8. تشارك الاخوات في اللقاء الشهري.
9. تقوم النساء بإعطاء دروس في المدارس الاسلامية والمساجد الاخرى.
10. عقد حلقة للبنات كل يوم جمعة الساعة 7:00 مساءً.

ثانيا: النشاطات الاجتماعية:

1. تقوم الاخوات بمشاركة الجالية في العزاءات والقاء الدروس.
2. تشارك الاخوات بزيارة المرضى كما تشارك بالمناسبات الاجتماعية .
3. تقوم الاخوات بالتوسط بالخلافات العائلية وحل المشاكل.
4. تساعد الاخوات في مركز توزيع الطعام.
5. تقوم الاخوات بإعداد النشاطات وتنظيمها والمحافظة على النظام داخل المسجد.
6. مساهمة الاخوات بمساعدة العائلات المستورة .
7. توفير الحضانة المرافقة للنشاطات في المسجد.

ثالثا: نشاطات الاخوات الاخرى:-

1. تقوم الاخوات بعمل الاطعمة والحلويات وبيع الاكل لتغطية جميع نشاطاتهن ودعم المسجد.
2. تشارك الاخوات في بقية لجان المسجد الرئيسية بما في ذلك مجلس الادارة .

5.7. Muslim/Catholic Women Dialogue Groups

5.7.1. Definition & Structure

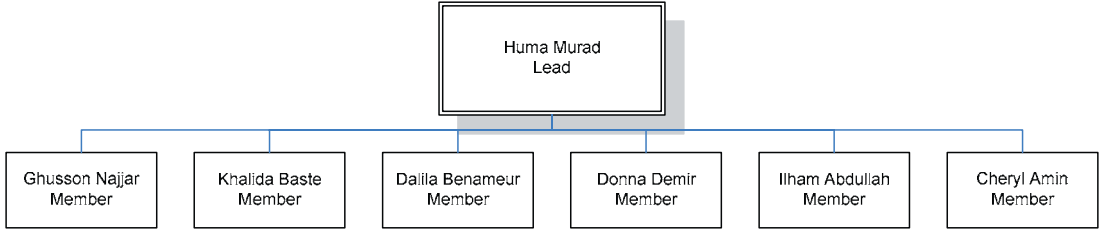


Figure 1 - Group 1

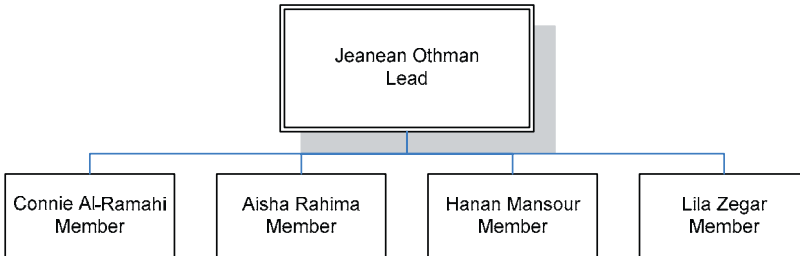


Figure 2 - Group B

5.7.2. Status Reports (Groups A & B)

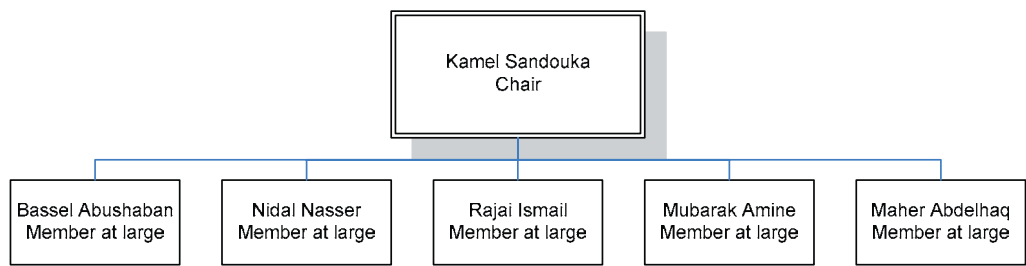
- Group A:
 - Mosque Foundation and St. Fabian, Bridgeview, join in Catholic/Muslim Women Dialogue group, now in tenth year. Approximately 6-7 women participate from each community meeting the first Thursday of each designated month (8/year) from 7:00-9:00 pm, at alternating locations (Mosque Foundation/St. Fabian) in which refreshments are served and agendas are preset each fall.
 - The groups continue to sponsor the *Annual Women of All Faiths Potluck Dinner* each spring (alternating locations as well). Both St. Fabian and Mosque Foundation contribute approximately \$350/event to cover the event's main dish, drinks, paper products and decorations. The group alternates at sponsoring the location (2002: St. Fabian Parish, 2003: at Aqsa School sponsored by Mosque Foundation, 2004: St. Fabian Parish, 2005: Universal School sponsored by MF, 2006: St. Fabian Parish, 2007: Orland Park Prayer Center, sponsored by MF).
- Group B:
 - Mosque Foundation and Our Lady of the Woods Parish in Orland Park, join in Catholic/Muslim Women Dialogue now completing its fifth year of dialogue. Five women from each community participate in this group which meets approximately 6-8 times per year and follows similar meeting schedules as group one, alternating locations between the Mosque Foundation and Our Lady of the Woods Parish, as well as hosting brunches and luncheons in members' homes from each side. The dialogue group has joined together for community projects such as volunteering together at a soup kitchen at St. Blasé in Summit, and the Mosque Foundation Community Food Pantry, as well as collecting items for several inner-city homeless shelters. This past February, the group was invited for a luncheon tour of the Franciscan Sisters of the Sacred Heart Convent in Frankfort in commemoration of Muslim/Catholic Dialogue Day, February 24th.

5.8. Facility Maintenance Committee

Refer to Mosque Foundation Administration section - 4 of this document.

5.10. Information Technology (IT) Committee

5.10.1. Definition & Structure



5.10.2. Mission & Goals

The mission of the IT Committee is to enable the Mosque Foundation to achieve its strategic goals and to provide the maximum value for its community.

The IT Committee Goals are:

- Support the Mosque Foundation's value chain¹
- Utilize technology to streamline and improve all business processes
- Drive efficiencies and optimization across the organization
- Market the Mosque Foundation, its outstanding programs and services and its leading role in the U.S.
- Connect the Mosque Foundation and its current and future customers together
- Give the Mosque Foundation a competitive edge in the market place

5.10.3. Status Report

- **New Professional Email Service:** The IT Committee tested and signed up with a new email service provider that offers a wide range of professional services such as a secure and online subscribers database, statistics and reports, web site integration, professional templates for emails, electronic newsletters (e-newsletters), event announcements and press releases. Using this new email service, the IT Committee was able to send a high impact electronic newsletter, one press release and several event announcements.
- **Video Services:** The IT Committee assisted the Mosque Foundation in its last Fundraising Dinner by providing video projection services. Additionally, the IT committee supported and resolved all technical issues relating to the Mosque Foundation Internal Display System, which displays daily announcements.

¹ The Value Chain is the core business processes that provide significant value to the customers

- **The 25 Years Documentary:** The IT Committee assisted in selecting a documentary vendor, and coordinated and managed the production of the impressive 25-year anniversary documentary video for the Mosque Foundation. The anniversary documentary video was shown during the last Fundraising Dinner of the Mosque Foundation.
- **Growing Email List:** One year ago, we only had 39 subscribers to our email list. Today, the total number of active subscribers reached over 700. The IT Committee would like to take this opportunity to thank all committees, volunteers, and subscribers who helped us reach this number. We are hoping that this number will double each year to continue to serve the community through up-to-date information about all programs, activities, services, news and announcements taking place at the Mosque Foundation.
- **Database:** The IT Committee designed a database system for the Mosque Foundation that will allow its staff to easily enter new contacts and import and update the information of the existing ones. This database, will also allow the Mosque Foundation management to extract management reports to support their decisions when it comes to offering programs and services for the community.
- **New Web Site:** The IT Committee conducted a thorough process of gathering and analyzing the business, functional and technical requirements for the future web site of the Mosque Foundation. The development of the new web site is being outsourced to a professional web development company. The development of the new site is expected to start by the end of the month (April 2007). The new web site will be designed and developed to reflect the Mosque Foundation's leadership role in the community, and to better market its programs, activities and the wide-range of community services it proudly offers. Additionally, the new web site will help the Mosque Foundation in its strategic outreach and public relations initiatives.

6. Appendices

6.1. Financial Report

	2006	2005
Income (excluding Zakat & Expansion)		
Donations	940,486	775,223
Schools	187,166	179,984
Advertisement	45,731	34,694
Library & Bookstore	20,434	23,071
Food Sales	18,358	21,136
North American Islamic Trust investment	5,166	3,715
Membership	5,165	5,350
Picnic	-	1,137
Returns & Refund	-	(880)
Total Income	1,222,505	1,043,430
Expenses (excluding Zakat & Expansion)		
General Operations Expenses		
Payroll Expenses	346,756	298,641
Miscellaneous	127,239	4,500
Printing	56,076	37,507
Repairs & Maintenance	53,726	10,701
Utilities	38,445	37,765
Supplies	29,729	35,812
Library/Bookstore	20,092	8,103
Newsletter	13,115	15,220
Accounting & Legal	7,050	13,363
Insurance	6,761	10,776
Security Service	5,006	4,425
Dues and Subscriptions	3,828	4,975
Bank & CC Charges	2,618	4,035
Postage and Delivery	2,002	1,828
Independent Contractors	-	21,075
Total General Op Exp	712,442	508,726
Program Expense		
Youth Center	194,585	296,396
School	167,265	181,513
Special Events/Activities	25,017	12,272
Food Pantry	17,694	15,367
English / Arabic Programs	3,678	3,167
Total Program Expenses	408,239	508,715
Total Expenses	1,120,681	1,017,441
Net	101,824	25,989

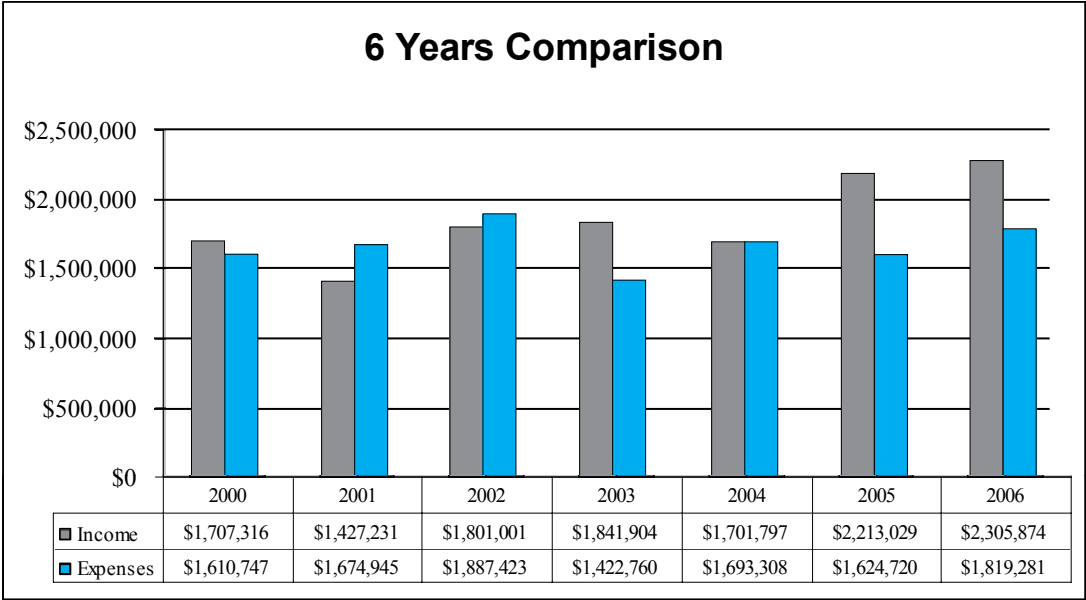
<u>Separate Schedule:</u>		
Zakat & Expansion		
	2006	2005
Zakat		
Income	562,000	745,282
Distributions	605,000	607,279
	(43,000)	138,003
Expansion		
Income	521,369	424,317
Expense	93,600	-
	427,769	424,317

6.1.1. Comparison with previous years

Income vs. Expense

Income	2000	2001	2002	2003	2004	2005	2006
General	\$653,782	\$823,633	\$756,667	\$854,293	\$869,389	\$1,043,430	\$1,222,505
Zakat	\$829,355	\$572,914	\$1,044,334	\$696,113	\$590,145	\$745,282	\$562,000
Expansion	\$224,179	\$30,684	\$0	\$291,498	\$242,263	\$424,317	\$521,369
Total	\$1,707,316	\$1,427,231	\$1,801,001	\$1,841,904	\$1,701,797	\$2,213,029	\$2,305,874

Expense	2000	2001	2002	2003	2004	2005	2006
General	\$526,877	\$635,327	\$809,386	\$750,789	\$1,147,227	\$1,017,441	\$1,120,681
Zakat	\$1,066,419	\$578,826	\$1,078,037	\$671,971	\$546,081	\$607,279	\$605,000
Expansion	\$17,450	\$460,791	\$0	\$0	\$0	\$0	\$93,600
Total	\$1,610,747	\$1,674,945	\$1,887,423	\$1,422,760	\$1,693,308	\$1,624,720	\$1,819,281







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