



**Annual general meeting of American Muslim Diversity Association to be held on Sunday, June 18, 2023,
at 12:00 PM EST**

Proxy / Voting form

This part of the form may be used to give proxy to cast votes at the general meeting. Proxies and votes may be given electronically via email to mohammad.anam@amda.us or dropped off to AMDA location.

PLEASE TICK ONCE:

PROXY

- I hereby give proxy to the current chairman of the Joint Representative Board AMDA** Md Ashabul Anam or a substitute duly appointed by him, to vote on my/our behalf at the general meeting in accordance with the AMDA constitution.

OR

- I hereby give proxy to:** _____
Name and address

to vote on my behalf at the general meeting

The proxy applies for all subjects dealt during the general meeting. If new proposals are made, including proposed amendments or proposals for amendment of constitute.

Voter's Name and Signature

Name: _____ Signature: _____ Date: _____

Please see the voting form attached next page.

AMDA Constitution Amendment Vote 2023

Do you approve all proposed amennments all together at once?

Yes ()

No ()

Abstain ()

If you dont approve voting all together at once, please proceed individullay with each proposals below.

Proposal No.	Constitution Reference	Current Section in Constitution	Proposed Change	Rationale behind	Vote (Only Select 1)
1	Article II, Section 1, page 4,	This Organization shall have three levels of representation Level 1- Standing Committee Level 2- Board of Representatives Level 3- Advisory Board, Board of Trustee	The organization shall have three levels of representation. Level 1- Standing Committee Level 2- Board of Representatives, Board of Trustee Level 3- Advisory Board	It will eliminate a layer of leadership and reduce the risk of conflict	Yes () No () Abstain ()
2	Article II, Section 2, page 4,	Representation Term Limit 1. Any elected member of the representative body can serve a maximum of two (2) consecutive terms. 2. Any elected member of the representative body, here on referred as officers of this organization, shall become eligible to run again for governance body after a one (1) term hiatus. Time span of the hiatus shall be determined by the time span of one service term of immediate past held position	Any elected member of the representative body can serve a maximum of two (2) consecutive terms. If a member serves two terms, consecutively or not, will take a hiatus of consecutive two years. After two consecutive years of hiatus, the frame of reference for term limit will start again. If a member takes a one-year hiatus after serving one term and joins the board next year, his/her first term will be counted for term limit and will have to take a two-year hiatus after the end of the second term. If a member takes a twoyear hiatus after his/her first term, it will be considered that he/she fulfilled her term limit condition. When he/she joins the Board again afterwards, the term limit will be reset to two time, consecutive or not. If a member serves two consecutive terms, then he/she must go for two consecutive years of hiatus before joining the Board again. For standing committee members, term served on standing committees will not be counted for serving in the BOR and BOT positions.	It will allow standing committee members to be moving on to the BOR/BOT and serve AMDA efficiently with the experience gained as SC member.	Yes () No () Abstain ()
3	Article II, Section 3, page 4,	Standing committee is the first level of elected officials of the organization. This committee shall be responsible for executing organizational mission and vision. This committee can suggest continuous improvement to Advisory Board orBoard of Trustee. There shall be several standing committees with specific responsibility.	Standing committee is the first level of elected officials of the organization. This committee shall be responsible for executing organizational mission and vision as trainees to serve as future leaders in AMDA board. This committee can suggest continuous improvement to Advisory Board, Board of Trustee or Board of Representatives. The maximum number of Standing committee member positions per committee is 2 (refer to article III, section 1) , except for Ethnicity committee, where it will be determined by the number of members per country of origin. Their task will be assigned by Board of Representative and Board of Trustees.	It will allow standing committee members to be moving on to the BOR/BOT and serve AMDA efficiently with the experience gained as SC member.	Yes () No () Abstain ()
4	Board of Representative Specific duties Section 4	The board of representative shall be responsible for the establishment of procedures (tactics) for the Association and for promoting the purpose of the American Muslim Diversity Association.	Board of Representatives Board of Representatives is the second level of elected officials of the organization. The board of representative shall be responsible for the establishment of procedures (tactics) for the Association and for promoting the purpose of the American Muslim Diversity Association. This board can suggest continuous improvement to Advisory Board or Board of Trustee.	The task list will reduce ambiguity among different boards about their responsibilities. Key responsibilities will avoid confusion while running day to day activities.	Yes () No () Abstain ()
5	Board of Representative Specific duties Section 4.6	Specific duty: At least three members have to be selected by the board of representatives who would serve as signatories of bank checks for the entire length of their service as member of the board of representatives.	At least three members must be selected by the board ofrepresentatives who would serve as signatories of bank checks forthe entire length of their service as member of the board ofrepresentatives. Key responsibilities for board of representative arelisted below: 1. Organize daily and Jumma prayers 2. Maintain liaison with Imam(s) 3. AMDA Academy Operations4. Organize Tarawih, Iftar, Eid, and family night events 5. Organize Fund-raising events 6. Facility maintenance7. Maintain Web-site, email, and text messaging System with admin right 8. Financial management including bank accounts jointly with BOT 9. Membership 10. Preparing budget for AMDA 11. Organize and conduct Annual General Meeting and Special General meetings as needed. Board of representative can seek help from Board of trustee and standing committee members as and when needed.	The task list will reduce ambiguity among different boards about their responsibilities. Key responsibilities will avoid confusion while running day to day activities.	Yes () No () Abstain ()

6.1	Board of Trustees Specific duties Section 5	Board of Trustee is the second level of elected officials of this organization. This board shall formulate policy and strategy to support mission and vision of American Muslim Diversity Association. This board can suggest continuous improvement to Advisory Board or Board of Representatives. Section 5.1: Structure: This board will have 8(Eight) elected members to represent the general members in decision making process. To ensure representative governance this board will also have reserved positions. Section 5.2: Board of Trustees will have a length of service of 4 (four) years. Section 5.4: Reserved representation: There shall be reserved positions to represent Women, Youth and Ethnic groups. These shall be elected positions. The number of this type of representation is detailed in the bylaws section.	Board of Trustee is the third level of elected officials of this organization. This board shall formulate policy and strategy to support mission and vision of American Muslim Diversity Association.	Board of Trustee is the second level of elected officials of this organization. This board shall formulate policy and strategy to support mission and vision of American Muslim Diversity Association. This board can suggest continuous improvement to Advisory Board or Board of Representatives. Section 5.1: Structure: This board will have 8(Eight) elected members to represent the general members in decision making process. To ensure representative governance this board will also have reserved positions. Section 5.2: Board of Trustees will have a length of service of 4 (four) years. Section 5.4: Reserved representation: There shall be reserved positions to represent Women, Youth and Ethnic groups. These shall be elected positions. The number of this type of representation is detailed in the bylaws section.	The task list will reduce ambiguity among different boards about their responsibilities. Key responsibilities will avoid confusion while running day to day activities.	Yes () No () Abstain ()
6.2	Board of Trustees Specific duties Section 5	Added a new section 5.6: Following are the key roles and responsibilities for board of trustee: 1. Hiring imams and other employees 2. Hiring vendors jointly with Bord of Representatives for maintenance of the facility 3. Organize interfaith events 4. Approve AMDA annual budget jointly with BOR. Both branches must agree on the budget. 5. Joint Financial management with BOR 6. Organize interfaith, Seerah, diversity events in the Masjid 7. Organize special religious programs (lectures, etc.) 8. Masjid Facility improvement planning such as Masjid Expansion 9. Execution of item 8 jointly with BOR 10. Maintain the 501c(3) status including filing taxes 11. City, County, state and other governmental affairs. 12. Set guidelines on design and content of the Web site Board of Trustees can seek help from Board of Representaivbes and standing committee members as and when needed.	Board of Trustee is the third level of elected officials of this organization. This board shall formulate policy and strategy to support mission and vision of American Muslim Diversity Association.	Added a new section 5.6: Following are the key roles and responsibilities for board of trustee: 1. Hiring imams and other employees 2. Hiring vendors jointly with Bord of Representatives for maintenance of the facility 3. Organize interfaith events 4. Approve AMDA annual budget jointly with BOR. Both branches must agree on the budget. 5. Joint Financial management with BOR 6. Organize interfaith, Seerah, diversity events in the Masjid 7. Organize special religious programs (lectures, etc.) 8. Masjid Facility improvement planning such as Masjid Expansion 9. Execution of item 8 jointly with BOR 10. Maintain the 501c(3) status including filing taxes 11. City, County, state and other governmental affairs. 12. Set guidelines on design and content of the Web site Board of Trustees can seek help from Board of Representaivbes and standing committee members as and when needed.	The task list will reduce ambiguity among different boards about their responsibilities. Key responsibilities will avoid confusion while running day to day activities.	Yes () No () Abstain ()
7	Article II, Section 4, Page 6	Chairperson of the board of representative shall be a rotational position. Main responsibility of the chairperson will only be to conduct board meeting and be the voice of the board of representative to the membership. Each member should at least serve once as Chairperson for 89 days months during their term of service.	Chairperson of the board of representative shall be a rotational position. Main responsibility of the chairperson will only be to conduct board meeting and be the voice of the board of representative to the membership. Each member should at least serve once as Chairperson for 89 days months during their term of service.	Chairperson of the board of representative shall be a rotational position. Main responsibility of the chairperson will only be to conduct board meeting and be the voice of the board of representative to the membership. Each member should at least serve once as Chairperson for four months during their term of service.	This will help the board chairperson to implement strategic steps to improve the decision makings with a longer term	Yes () No () Abstain ()
8	Article II, Section 5, Page 7	Chairperson of the board of representative shall be a rotational position. Main responsibility of the chairperson will only be to conduct board meeting and be the voice of the board of representative to the membership. Each member should at least serve once as Chairperson for 101 days during their term of service.	Chairperson of the board of representative shall be a rotational position. Main responsibility of the chairperson will only be to conduct board meeting and be the voice of the board of representative to the membership. Each member should at least serve once as Chairperson for 101 days during their term of service.	Chairperson of the board of representative shall be a rotational position. Main responsibility of the chairperson will only be to conduct board meeting and be the voice of the board of representative to the membership. Each member should at least serve once as Chairperson for four months during their term of service.	This will help the board chairperson to implement strategic steps to improve the decision makings with a longer term	Yes () No () Abstain ()
9	Article II, Section 6, page 9	Currently the selection process for Board of Advisors are not defined.	Currently the selection process for Board of Advisors are not defined.	The Representative Board shall nominate and select the advisory board members and shall make formal invitation (New section added 6.11).	Currently the selection process for Board of Advisors are not defined.	Yes () No () Abstain ()
10	Article II, Section 7 Dissolution of Representative Body	SECTION 7: Dissolution of Representative Body Dissolution of any Representative board can be done either by the regular members or by the Board of Trustee. Except otherwise mentioned, a majority vote (50% +1, rounded up for fractional numbers) of the Regular Members on record shall be required for dissolution of any board or committee, in a special meeting of the Regular Members to be called for that purpose. Following will apply to different boards:	SECTION 7: Dissolution of Representative Body Dissolution of any Representative board can be done either by the regular members or by the Board of Trustee. Except otherwise mentioned, a majority vote (50% +1, rounded up for fractional numbers) of the Regular Members on record shall be required for dissolution of any board or committee, in a special meeting of the Regular Members to be called for that purpose. Following will apply to different boards:	Dissolution of Representative Body Dissolution of any Representative board can be done by the regular members. A majority vote (two-thirds) of the Regular Members on record shall be required for dissolution of any board or committee, in a special meeting of the Regular Members to be called for that purpose. Following will apply to different boards: Section 7.1: The Board of Trustee may be dissolved by vote of two-thirds (2/3) of the Regular Members on record. This shall be done in a special meeting of the Regular Members to be called for that purpose, Section 7.2: The Board of Representative may be dissolved by vote of two-thirds (2/3) of the Regular Members on record. This shall be done in a special meeting of the Regular Members to be called for that purpose, Section 7.3: The Standing committee may be dissolved by vote of two-thirds (2/3) of the Regular Members on record. This shall be done in a special meeting of the Regular Members to be called for that purpose.	Providing the dissolution authority to the general membership	Yes () No () Abstain ()
11	Article III, Section 1	Vacancies in board positions If vacancies occur in any board, that vacancy shall be filled by member of changing group as described in Article-II Section 6.2.1, from Advisory Board and following shall apply; 1. Vacancies shall be filled only until upcoming election 2. Replacement member shall have the same standard rights and responsibilities as the previous member 3. Replacement member can not be a bank check signatory.	Vacancies in board positions If vacancies occur in any board, that vacancy shall be filled by member of changing group as described in Article-II Section 6.2.1, from Advisory Board and following shall apply; 1. Vacancies shall be filled only until upcoming election 2. Replacement member shall have the same standard rights and responsibilities as the previous member 3. Replacement member can not be a bank check signatory.	The joint Board (BOT and BOR) will convene and fill the vacant position , by a majority vote. This is applicable for BOT,BOR and SC.	Simplifying the process of filling the vacancies for representative boards,	Yes () No () Abstain ()
12	Article XIII, Section 1, page 22	Annual meetings of members shall be held on the third Sunday of June each year. The time and place shall be fixed by the Board of Representatives.	Annual meetings of members shall be held on the third Sunday of June each year. The time and place shall be fixed by the Board of Representatives.	Annual meetings of members shall be held on the first Friday of any month in the fourth quarter each year. The time and place shall be fixed by the Board of Representatives.	Add Flexibility	Yes () No () Abstain ()

13	Article VII, Section 2, Page 15,	Election of the organization shall be held each year on the 3rd Sunday in the month of June.	Election of the organization shall be held each year in the month of June.	Add Flexibility	Yes () No () Abstain ()
14	Article III, Section 10.f	Geographic Diversity (Ethnicity): 1. This committee shall consist of a minimum of two (2) members 2. This committee shall be responsible for nurturing the geographic diversity of this organization 3. Provide training for members on geographical diversity 4. Manage geographic diversity in every events of this organization.	Ethnicity Affair Committee members shall be elected by the members who have identified their country of origin only and not the entire Regular Membership. The ethnicity committee will have a maximum of one member for those country of origin with 20 or more members. Similarly, the vote to elect shall be done by the members who declared their country of origin for their specific standing committee member. Only members in each group categories are eligible to vote for their representatives. 1. This committee shall be responsible for nurturing the geographic diversity of this organization. 2. Provide training for members on geographical diversity. 3. Manage geographic diversity in every event of this organization	As we are eliminating reserved position for trustees for heritage, the Ethnicity standing committee will fill that role	Yes () No () Abstain ()
14	Standing Committee Article III Section 9	All Standing Committees shall at a minimum present a quarterly report to the Board of Representative. In the event that a standing committee cannot be formed due to lack of volunteering members, the functions of that committee shall be the responsibility of one of the officers of the Board of Representative.	All Standing Committees shall at a minimum present a quarterly report their activities in to the Board of Representative meetings as required, as well as present their report before the annual general meeting. In the event that a standing committee cannot be formed due to lack of volunteering members, the functions of that committee shall be the responsibility of one of the officers of the Board of Representative.	Add Flexibility	Yes () No () Abstain ()
15	Standing Committee Article III, Section 10, a-q	This committee shall consist of a minimum of two (2) members.	This committee shall consist of no more than two (2) members. Only expiation is ethnicity committee.	Add Flexibility	Yes () No () Abstain ()
16	Reserved Position for Board of Trustees (Article VI)	SECTION 1 Reserved Positions in Board of Trustee This organization shall have reserved positions in Board of Trustees to ensure representative governance and policy making. These reserved positions will be filled as follows: 1. Regular Members shall elect members under these categories for Board of Trustees during election. 2. One member of board of Trustee shall be elected for representing Women members of the organization. 3. One member of board of Trustee shall be elected for representing Youth members of the organization. 4. One member of board of Trustee to represent ethnic group shall be elected for each 20 regular member of same ethnic group of this organization. 5. Only members in each group categories are eligible to vote for their representatives. 6. Youth group is defined as members who are between 17 and 21 years of age. 7. Special ballots shall be provided for voting to elect representatives in each of these categories. 8. Only members who have declared their Heritage/Country of Origin during membership application shall be allowed to vote for electing their representative with a special ballot. 9. Only members, who will voluntarily provide proof of their age group, shall be allowed to vote for electing Youth representative with a special ballot.	1. Regular Members shall elect members under these categories for Board of Trustees during election. 2. One member of board of Trustee shall be elected for representing Women members of the organization. Only women members are eligible to run and vote for this position 3. Special ballots shall be provided for voting to elect representatives for this category.	Ethnicity standing committee will fill that role. This section also calls for a youth representation in the Board of Trustees with a maximum age limit of 17 years. Experience shows that at 17 years of age, few youths will be matured enough and willing to serve in the Trustee Board.	Yes () No () Abstain ()