

Islamic Centre of Tacoma, Washington
Constitution

Article 1 – Name

The name of the organization shall be The Islamic Centre of Tacoma, hereinafter referred to as the “centre”. The centre shall be a nonprofit organization.

Article 2 – Creed (Unalterable Article)

The belief of the centre shall be:

“Laa Illaha illal-Laah Muhammadur-Rasoolol-Laah”

Which means: There is no god worthy of being worshipped but Allah, Muhammad is His Messenger.

Article 3 – Purpose

The purpose of the centre shall be:

- a. To establish an Islamic Masjid (mosque) in Tacoma to hold and perform religious functions in accordance with the Sunnah (methodology) of the Prophet Muhammad (peace be on him), and to propagate the religion of Islam accordingly.
- b. The centre is formed exclusively for the religious, charitable and educational purposed within the meaning of the Section 501© (3) of the Internal Revenue Code of 1954.
- c. To raise and administer funds to help achieve its purpose.

Article 4 – Membership (Unalterable Article)

- a. Membership of the centre is restricted to Sunni Muslims who do not involve or participate or subscribe directly or indirectly in activities or beliefs and tenets not in accordance with the Sunnah of the Prophet Muhammad (peace be on him) or are not members of organizations which are run by other than Sunni Muslims or promote other than Sunni concept of Islam.
- b. It is incumbent on the members to try their best to observe the Sunnah at all time.

Article 5 – Termination of Membership

- a. Upon charges brought against any member, in writing, and filed with the Secretary, and upon consideration by the Center's Committee and the affirmative votes of not less than (3) three quarters of the Committee's members at any regular meeting, or at a meeting called for that purpose, a member may be suspended or expelled.
- b. Any member who has been suspended or expelled may be reinstated by the affirmative vote of three (3) quarters of the Committee's members at any regular or special meeting ad upon such terms which ay be designated.

Article 6 – Meeting

- a. General membership meeting shall be held at such time and place. The President (Amir) shall designate, or on application by five (5) members, the President shall call for such meeting.
- b. The centre shall have at least one annual general meeting.

Article 7 – Notice

Notice for general or special meeting shall be mailed to each voting member at the address shown on the mailing list at least one (1) month prior to the date of meeting.

Article 8 – Quorum

One third of the total voting members shall constitute a quorum at ant meeting. In the event that a quorum is not constituted within thirty minutes after the time the meeting was slated, the meeting shall stand adjourned to a time and place determined by the President, a quorum at any such adjourned meeting shall be constituted by those members who shall be present in person, provided that in no case can any meeting be held unless there are fifteen percent of the voting members present in person.

Article 9 – Voting (Members)

Each registered members of the centre who is in good standing and who conforms to Article 4 shall at all meetings be in titled to one (1) vote. In case of equality of votes at any meeting, the President shall have the decisive vote on the issue in question.

Article 10 – Committee Members

- a. Subject to the by-laws, the voting members of the centre may nominate, elect or appoint any of them as a committee member for conducting the business, discipline and management of the centre and its affairs.

- b. The affairs of the centre shall be managed by a committee of five (5) members who at the time of their election and throughout their term of office shall comply with the qualifications and conditions of membership stipulated in Article 4.
- c. The term of the Committee members is one (1) year after which they shall retire but may be eligible for reelection if qualified. One officer of the Committee must be a permanent resident of the United States.

Article 11 – Powers of the Committee Members

The Committee members shall administrate the affairs of the centre in all things and may make or cause to be made for the centre in its name any kind of contract which the centre may lawfully enter or require.

Article 12 – Meeting of Committee Members

A majority of the Committee Members shall constitute a quorum for the transaction of business. No formal notice of any such meeting shall be necessary. Such meeting may be called for by the President (Amir) once a month.

Article 13 – Voting of the Committee Members

Questions discussed at any meeting shall be decided upon by a majority of votes. In case of equality of votes, the President shall have the final say with regard to the issue in question.

Article 14 – Officers (Committee Members)

There shall be a President, a Vice-President, a Secretary, and a Treasurer. All of the above officers shall be elected from within the elected Committee members.

Article 15 - The President (Amir)

The president shall preside over all meetings of the members or the Committee's. He shall be in-charged with the general management and supervision of the affairs and operations of the centre. He shall sign all resolutions, records, and documents and shall call for regular or special general meetings of the Center's Committee.

Article 16 – Vice-President

In the absence of the President, the Vice-President shall assume the duties of the President, and he shall assist the President in the performance of his duties or any function delegated to him by the President.

Article 17 – Secretary

He shall record all the minutes of the meetings and proceedings in the books kept for that purpose. He shall keep all records of the centre. Such records shall remain the property of the centre. He shall send to members' notices of the meetings.

Article 18 – Treasurer

The treasurer shall execute the financial affairs of the centre and keep records all financial transactions during his term in office. He shall deposit all centre funds in an account opened under the name of the "Islamic Centre of Tacoma" at a bank conveniently located. He shall pay off from those funds the bills and invoices incurred by the centre, provided that all checks are cosigned by both the treasurer and the President or the Vice-President, in the absence of the latter. The treasurer shall also prepare an annual financial report to include therein statement of income and expenditure to be presented to the annual general meeting. It is of his duties to keep the Committee abreast with the financial situation of the centre on by-monthly bases.

Article 19 – Program Chairman

The program Chairman shall organize religious lectures and program to mark celebration of the Islamic holidays and festivities. Besides the above duty, the Program Chairman shall be endowed with the supervision of the library.

Article 20 – Sub-Committees

- a. The President shall appoint chairmen for the following standing sub-committee: Fund raising committee and mosque service committee.
- b. The President shall be empowered to appoint special committee as he deemed necessary at any time, or upon the consent of the majority in any given meeting.
- c. The committee chairman may appoint his own committee members with the approval of the President.
- d. The Fund Raising Committee's function is to raise funds and collect contributions and donations to help achieve the purpose of the organization and for the maintenance of the center's property.
- e. The Mosque Service Committee's function is to maintain and upkeep the mosque and its facilities (i.e. the Center's properties)

Article 21 – Removal of a Committee Officer

Any committee officer may be removed by the Committee whenever in its judgment the best of the center's interest is served; thereby a majority vote of three (3) quarters of the committee members has to be obtained by way of a secret ballot in one of their meetings.

Article 22 – Vacancies

- a. Vacancies in the committee may be filled by nomination made by the Committee member. Two thirds of the Committee's votes are required for the approval of the nominee. All vacancies should be filled as soon as possible.
- b. A committee officer may resign his office by filing a letter of resignation with the Secretary. It shall be effective once it is accepted by the Committee.

Article 23 – Auditing

The Committee shall review the financial situation of the centre every two (2) months in the light of the by-monthly financial report of the Treasurer.

Article 24 – Amendments

- a. Any proposed amendment(s) must be signed by ten (10) voting members who conform to Article (4) and must be presented to the Secretary.
- b. No amendment which happens to contradict with the contents of Articles (2), (3), and (4) shall be entertained nor shall it be put to vote, rather it shall be null and void.
- c. In case the proposed amendment has negative effects on the general purposes of the centre, the Committee shall thoroughly examine the proposed amendment to accept or reject it before voting on.
- d. An affirmative vote by at least three (3) quarters of the members present shall be required for adopting the proposed amendment(s).

Article 25 – Dissolution

In the event of dissolution of the centre, the Committee shall, after paying off or after making provisions for paying off all liabilities, transfer all assets of the centre either to the Islamic Centre of Seattle, The Muslim Student Association of the United States and Canada, the North American Islamic Trust Inc. or to any other Sunni Muslim Organization(s) which may have the same nature and objectives of the Centre, as it may be decided by the general membership and in accordance with Section 501 (C) (3) of the

Internal Revenue Code of the 1954 or the corresponding provisions of any future US Internal Revenue Laws.

Article 26 – Board of Trustees

SECTION 1

The Board of Trustees shall protect the long-term interests of the ICT as guardian of the Constitution.

SECTION 2

The Board of trustees shall consist of five members of the ICT. All of the Board of Trustees should be of the Ahli-Sunna Wal-Jama'at sect.

SECTION 3

All five members of the Board shall be nominated and elected by the General Assembly.

SECTION 4

The term of a trust member shall be life-time.

SECTION 5

The chairman (or Chairperson) of the Board shall be elected by the Board of Trustees. The chairman of the Board shall hold no other office during his tenure as a board member.

SECTION 6

As guardian of the Constitution, the Board shall:

1. Settle all disputes regarding the interpretation of any article or part of this Constitution, except where provided for herein.
2. Such interpretation or resolutions shall be in written form and approved by a 2/3 majority of the General Assembly.
3. Insure that no interpretation contradicts the Constitution and by-laws of NAIT, inc. or ISNA of the U.S. and Canada, or any agreement among these organizations.
4. The Board shall develop and maintain a five-year plan of development with the consultation of the Executive Committee; such plan would be reviewed and revised as needed.
5. Finding ways and means of raising funds for the ICT with the cooperation of the Executive Committee, following the laws and ideals of the Islamic Faith.

SECTION 7

If a Trust member resigns or leaves the area, the remaining Trust members shall co-opt another member with the consent of the Executive Committee.

SECTION 8

The Chairperson of the Board shall be responsible for:

1. Calling and presiding over trust meetings.
2. Being the spokesperson, representative and correspondent for that which pertains to trust activities.
3. The Chairperson of the Board shall, or the Trust member designated by him maintains a record of the minutes of every meeting of the Board. At the beginning of every meeting he shall present the minutes of the previous meeting for approval by the Board.
4. The Chairperson of the Board or the Trust member substituted by him shall preside over the General Assembly and prepare the agenda of the meeting with consultation of the President.