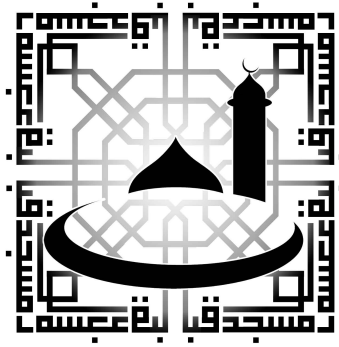


ISLAMIC CENTER OF SAN GABRIEL VALLEY, INC.
BY-LAWS

ISLAMIC CENTER OF SAN GABRIEL VALLEY, INC.



BY-LAWS

Revised and Updated December 13, 2015

BY-LAWS COMMITTEE

Br. Haroon Parekh
Br. Usman Asrar
Br. Khurram Qidwai
Br. Omer Faghfoor

ARTICLE-I

SECTION I.1: MEMBERSHIP

- I.1.1-** There shall be only one class of membership, i.e. ordinary membership.
- I.1.2-** Each member in good standing shall be entitled to one vote at all general body meetings of the Islamic Center of San Gabriel Valley, Inc.
- I.1.3-** A member can vote six (6) months after the approval of membership.
- I.1.4-** A member shall be deemed to be in good standing when he/she has paid his/her current annual membership dues or when he /she has been dully exempted from paying such membership dues by the Majlis-E-Shoora.
- I.1.5-** A member can sponsor a maximum of five (5) members in one calendar year
- I.1.6-** A member can bring one proxy vote of his or her spouse only.
- I.1.7-** The membership year of the Islamic Center shall begin on the 1st day of January and shall end on the 31st day of December.
- I.1.8-** Family membership shall include husband and wife only, children over the age of sixteen shall hold individual membership with payment of dues.

SECTION I.2: MEMBERSHIP ELIGIBILITY

I.2.1- Membership is open to all adult Muslims, sixteen years of age or older, who believe, uphold, and declare that:

A: *THERE IS NO ONE WORTHY OF WORSHIP EXCEPT ALLAH.*

B: *PROPHET MOHAMMAD (SAWS) IS THE LAST MESSENGER OF ALLAH AND THE FINAL PROPHET OF ALLAH.*

C: *THE HOLY QURAN IS THE BOOK OF ALLAH AS INTERPRETED BY SUNNAH, HADITH AND FIQ'H AND IS A COMPLETE CODE OF LIFE.*

I.2.2- It is required of all members that in the event of dispute between members and the Islamic Center's Shoorā, officials, staff and volunteers, they must submit to the decision of the Islamic Arbitration committee.

I.2.3- The members of the Islamic Center must be resident of California and must strictly abide by the bylaws of this Islamic Center and any rules and regulations adopted by its Majlis-E-Shoorā.

SECTION I.3: APPLICATION AND APPROVAL PROCEDURE

- I.3.1-** Two existing members in good standing for at least two years must sponsor the applicant for membership.
- I.3.2-** Membership applications shall be submitted in writing using the approved membership application form, to the Majlis-E-Shoora, with membership dues. Upon approval by the Shoora, the applicant shall become a member.

SECTION I.4: DUES & SUBSCRIPTION

- I.4.1-** Membership fees shall be \$90.00 for a married couple and \$60.00 for an individual per year.
 - 1.4.1.a-** Chec-O-Matic donors whose annual contributions meet or exceed or is projected to meet or exceed the annual membership fee shall be considered members if they meet all other membership requirements including submission and approval of a signed membership form.
- I.4.2-** In consideration of a prospective or current member's substantial contribution to the Islamic Center, personal hardship or extra ordinary contributions, personal or otherwise, to the cause of **ISLAM** the Majlis-E-Shoora may by simple majority, exempt such members or prospective members from the payment of membership dues, up to a period not exceeding five (5) calendar years. Such exemption may be granted in excess of five (5) years by $\frac{3}{4}$ majority of the Majlis-E- Shoora.
- I.4.3-** Membership dues should be paid by the 31st of May each year. If membership lapses, a late fee of \$25 will be charged.
- I.4.4-** All members must be in good standing by October 31st, to participate in the following General Body Meeting and Elections.

SECTION I.5: TERMINATION AND REINSTATEMENT

I.5.1- The Secretary of the Islamic Center, or a person designated by him, shall notify all members of the dues payable by them. If such dues are not paid within 30 days of such notification, the members in default shall, thereupon, be considered non-current for the balance of the fiscal year and shall have their voting rights and all other membership privileges revoked till they pay membership dues and late fees by the 31st of October.

1.5.1.a- Non-current members shall be reinstated as current members upon full payment of membership dues and late fees by the 31st of October.

I.5.2- A member may terminate his/her membership voluntarily by submitting the resignation in writing which shall be effective upon acceptance thereof by the Shoora.

I.5.3- Any member who is found to be acting contrary to the by laws of the Islamic Center or in direct contradiction of the fundamental tenets of Islam, shall be terminated from membership of the Islamic Center in accordance with the procedure adopted by the Shoora.

I.5.4- Any member whose membership has been terminated either by resignation, expulsion or by non-payment of dues exceeding one year’s membership dues, shall forthwith, forfeit all rights, claims and interests arising from or associated with the membership in the Islamic Center.

I.5.5- Non-current members who fail to pay dues and late fees by the 31st of October shall be terminated and shall only be reinstated by submission and approval of a new membership application as described in § 1.3.

I.5.6- Non-current members shall be given a second notice of their impending termination before 30 days from October 31st.

	Status	Voting Rights	Mailings	Reinstatement
<i>Current Members</i>	Paid by May 31st	Can vote	Shall receive mail	N/A
<i>Non-Current Members</i>	Did not pay by May 31st	Can only vote if Dues & late fees paid by Oct. 31st	Shall receive mail	By paying dues & late fees
<i>Terminated Members</i>	Did not pay by Oct. 31st	Cannot vote	May not receive mail	By submission & approval of new membership application

ARTICLE-II

SECTION II: MAJLIS-E-SHOORA (*EXECUTIVE COUNCIL*)

- II.1-** The day to day affairs of the Islamic Center shall be managed by the Majlis-E-Shoora (Referred to hereafter as Shoora) of SEVEN (7) or more members, as decided by the membership.
- II.2-** Each Shoora member, prior to his/her election, appointment or nomination, shall a) be a member in good standing for at least six months and maintain good standing throughout his/her tenure in office; b) have served in any committee of the Islamic Center for at least a period of one year.
- II.3-** Subject to by-laws, the members of the Islamic Center may nominate, elect or appoint eligible members as a member of the Shoora to conduct the business, discipline and management of the Islamic Center and its affairs.
- II.4-** Only those members who consistently perform five (5) daily Salats shall be eligible to be a member of the Shoora.
- II.5-** A candidate for Shoora is required to sign the nomination form which includes:

“I accept the nomination and affirm that, if elected, I shall attend the meetings of the Shoora regularly and I shall devote the required time.”
- II.6-** The term of office of each member of Shoora shall be for a period of THREE YEARS and shall begin on the first day of the fiscal year.
- II.7-** A member of Shoora can be elected for a maximum of two consecutive terms (6 years). He/She can be elected again after the break of one term (3 Years).
- II.8-** Election of members of Shoora shall be conducted on rotation basis. Four members should be elected in one year and three members the next year, with one year of no elections.
- II.9-** A member of Shoora should give at least 10 hours per week to the affairs of the Islamic Center.

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- II.10-** A member of Shoora should be discharged from the Shoora if he/she fails to attend three consecutive Shoora meetings without due cause and excused by the Shoora.
- II.11-** The Shoora may, from time to time, appoint such officers and agents and authorize the employment of such other persons as they deem necessary to carry out the objectives of the Islamic Center. Such officers, agents, and employees shall have the authority and shall perform such duties as, prescribed by the Shoora.
- II.12-** The Shoora shall, in their first meeting after each new election of the Shoora, elect from among themselves, a **PRESIDENT, VICE PRESIDENT, SECRETARY, JOINT SECRETARY** and **TREASURER**. The duties and responsibilities of each of these officers shall be as stated in **ARTICLE-III**.

ARTICLE-III

OFFICE BEARERS

SECTION III.1: PRESIDENT

- III.1.1-** The President will be the official *HEAD* of the Islamic Center.
- III.1.2-** He shall, when present, preside at all the Shoora meetings and the General Body meetings of the Islamic Center.
- III.1.3-** He shall approve and sign all minutes of the Shoora, General Body meetings, resolutions, membership certificates, etc.
- III.1.4-** He shall authorize and instruct the Secretary to issue notifications to arrange and convene the meetings according to the by-laws.
- III.1.5-** He shall, in consultation and with the approval of Shoora, designate officers, employees or members to represent the Islamic Center to any public and private agencies e.g. organizations including courts, governmental agencies, other religious and charitable organizations, etc.

SECTION III.2: VICE PRESIDENT

- III.2.1-** The Vice President shall assume all the duties and responsibilities of the **PRESIDENT** when the latter is absent or unable to perform his duties.

SECTION III.3: SECRETARY

- III.3.1-** The Secretary shall be the CHIEF EXECUTIVE OFFICER of the Islamic Center and shall be charged with the general management, supervision of the affairs, operations and employees of the Islamic Center.
- III.3.2-** He shall upon instructions and authorization from the President, issue notifications, arrange and convene Shoora and General body meetings of the Islamic Center.
- III.3.3-** He shall attend all meetings and record all facts and maintain accurate minutes of all proceedings of such meetings.
- III.3.4-** He shall be the custodian of the seal of the Islamic Center, books, papers, records, correspondence, contracts and other documents belonging to the Islamic Center.
- III.3.5-** He shall execute, sign and issue all notices, contracts, correspondence and other documents on behalf of the Islamic Center.
- III.3.6-** He shall with the approval of the President, authorize and instruct the Treasurer to disburse moneys on behalf of the Islamic Center.
- III.3.7-** He shall perform such other duties as may from time to time, be determined by the Shoora.
- III.3.8-** When authorized by the Shoora, he shall deliver records, documents, books, correspondence and seal belonging to the Islamic Center to designated person or persons.

SECTION III.4: JOINT SECRETARY

III.4.1- The Joint Secretary, shall assume all duties and responsibilities of the Secretary, when the latter is absent or unable to perform his duties.

SECTION-III.5: TREASURER

III.5.1- The Treasurer shall receive, deposit and make disbursement of all moneys of the Islamic Center, provided that no disbursement shall be made without prior authorization by the President and the Secretary,

III.5.2- He shall prepare monthly and annual financial statements of the Islamic Center for the Shoorah and for the General Body meetings.

III.5.3- He shall prepare any special financial report as directed by the Shoorah.

ARTICLE-IV

MEETINGS

SECTION IV.1: MEETINGS OF THE SHOORA

- IV.1.1-** The Shoora may, by a simple majority, appoint the time, place and frequency of its regular meetings. Notice of such regular meetings, along with the agenda shall be given to each Shoora member not less than five (5) days before the meeting is to take place.
- IV.1.2-** Simple majority of the Shoora members shall form a quorum for the transaction of the business for such meeting.
- IV.1.3-** The Shoora may consider or transact any business at its meetings.
- IV.1.4-** Questions arising at any meeting of the Shoora shall be decided by a simple majority vote unless otherwise required by the by-laws. All votes at any such meeting shall be taken by voice of assent or dissent. However, should it be so demanded by any member present, the vote shall be taken by ballot. A declaration by the President that a resolution has been carried and an entry to that effect in the minutes shall be a prima facie evidence. No further proof of the number or proportion of the votes recorded in favor or against such resolution is required.
- IV.1.5-** A special meeting of the Shoora may be called either by the Secretary or the President.
- IV.1.6-** When requested by at least two (2) members of The Shoora, the President shall authorize and instruct the Secretary to convene a special meeting.
- IV.1.7-** Notice of such special meeting along with the agenda shall be given to each Shoora member at least 24 hours before such meeting takes place.

SECTION IV.2: GENERAL BODY MEETING

- IV.2.1-** The regular General Body meeting shall be held at least twice a year. The first General Body meeting shall be held within the first seven (7) months of the ICSGV's fiscal year. The second General Body meeting shall be held within forty-five (45) days of the end of the ICSGV's fiscal year.
- IV.2.2-** The notice of the time and place of the General Body meeting, along with the agenda, shall be given at least seven (7) days before the meeting.
- IV.2.3-** Each year, within forty five (45) days of the end of the fiscal year of the Islamic Center, an Annual General Body meeting shall be held to transact, among other business, the following:
- IV.2.3.1-** To receive, consider and approve the Annual Report on the State of Affairs of the Islamic Center by the Secretary.
 - IV.2.3.2-** To receive, consider and approve the Annual Financial Report by the Treasurer, which shall include a report by the auditor appointed by the Shoora.
 - IV.2.3.3-** To elect the members of the Majlis-E-Shoora.
 - IV.2.3.4-** To receive recommendations for, consider and approve any changes, in the article and by-laws of the Islamic Center.
 - IV.2.3.5-** To fix the annual membership dues and other fees.
- IV.2.4-** A Special General Body meeting shall be convened by either order of the Shoora or at the request of at least twenty-five (25) members. Said request shall be delivered to the secretary or president of ICSGV by personal delivery or ICSGV's agent for service of process by either US Mail or personal delivery. A request by the aforementioned members shall be either rejected or affirmed by the Shoora, or if the Shoora so elects, by the Membership Committee, within seven (7) business days of receipt of the request. A request shall be affirmed if it meets the requirements of section IV.2.5 and is signed by at least twenty-five (25) current members. If a request is rejected, the Shoora or Membership Committee shall provide a written explanation for the rejection within three (3) business days of the rejection. The President, upon the passage of a resolution by the Shoora or upon affirmation of a request for a Special General Body meeting,

shall instruct the Secretary, or another Shoora member should the Secretary be absent, to convene a Special General Body meeting as soon as possible but no later than twenty-eight (28) days from the affirmed request or passage of the aforementioned resolution.

- IV.2.5-** Majlis-E-Shoora or members requesting a special General Body meeting must specifically detail the purpose and agenda of the business for such meeting.
- IV.2.6-** The notice of time and place of such special general body meeting, along with the specific agenda of business to be transacted, shall be given at least Three (3) days before the holding of such meeting.
- IV.2.7-** Twenty (20) percent of the members in good standing on the date of the meeting present and by duly authorized proxy of the spouse shall constitute a quorum at any regular or special General Body meeting of the Islamic Center.
- IV.2.7.a.-** In calculating the quorum, the general body of members shall consist of all current individual members and both spouses in case of family membership.* Quorum is established by counting: 1) all members in good standing present in person; 2) in cases of family membership only, the proxy attendance of the non-present spouse who completes and delivers an authorization form with the present spouse at the time of sign-in.
- *# of Current Members Required for Quorum = Individual Current Members + Two Spouses for Current Family Membership X .20
- IV.2.7.b-** The proxy form should be sent to all members in good standing in the mail along with the notification of the meeting and the agenda.
- IV.2.8-** If a meeting of the General body is called and the quorum is not in order, the Majls-e-Shoora may a) either hold an unofficial meeting for the purpose of disseminating information only and entertaining inquiries and questions or b) simply adjourn. The next meeting and any subsequent attempts thereafter shall require fifteen (15) percent of members in good standing to be present in order to constitute quorum. The aforementioned rules for effecting quorum shall apply.
- IV.2.8.a-** Subsequent attempts at meetings shall be held no later than 30 calendar days from the last attempted General Body Meeting. If quorum is not achieved for a Special General Body Meeting (as defined in IV.2.4), a subsequent meeting shall not be necessary.
- IV.2.9-** All matters requiring decision as disclosed in the agenda such as elections of Majlis-e-Shoora members and Trustees, and voting on proposed amendments to the By-Laws

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arising at any General Body Meeting shall be decided by a simple majority vote unless otherwise required by these By-Laws. These matters shall be resolved by secret ballot. A declaration by the individual presiding at such a meeting that a resolution has been carried and an entry to that effect in the minutes shall be prima facie evidence. The number or proportion of the votes recorded in favor or against such a resolution shall be disclosed.

IV.2.10- “Spur of the moment” proposals in the General Body Meetings cannot be voted on.

SECTION IV.3: NOTICE OF MEETINGS

IV.3.1- Whenever notice is required to be given, such notice shall be given through the mail at the member's most recent mailing address appearing in the Membership record book of the Islamic Center.

ARTICLE-V

FISCAL YEAR

The Fiscal Year of Islamic Center shall begin on the 1st day of January and shall end on 31st day of December. Monthly and annual financial statements shall be prepared by the Treasurer, presented to the Shoora for approval, and presented at the General body meetings.

ARTICLE-VI

ELECTION AND TERM OF OFFICE OF SHOORA

- VI.1-** Election of Shoora shall be held at the Annual General Body meeting of the Islamic Center.
- VI.2-** Each newly elected member of the Shoora shall take charge of his/her office on the first day of fiscal year, and shall remain in office until any of the following occurs:
- VI.2.1-** Completion of his/her term.
 - VI.2.2-** The resignation of the member from the Shoora or his/her resignation/termination of membership of the Islamic Center or his/her death.
 - VI.2.3-** Removal as per section VI.8.
- VI.3-** Each member in good standing shall be entitled to one vote. Such vote may be cast either in person or by proxy. Proxy is limited to spouse only with the official authorization form duly signed by the member.
- VI.4-** No member shall be entitled to vote, either in person or by proxy unless he/she has paid all his/her current and accrued dues.
- VI.5-** A member can vote six months after the approval of his/her membership
- VI.6-** In case a member of Shoora is unable to complete his/her term of office either because of resignation/termination from the membership of the Islamic Center or because of his/her death or any other such reason, the remaining members of the Shoora shall, by a simple majority vote, co-opt any member in good standing who has served in any committee of the Islamic Center for at least a period of one year as an office bearer of the Shoora to serve the remaining term of the vacant position. The Shoora may, by resolution, decide to hold a special election for the vacant position at the next regular or special General Body meeting.
- VI.7-** The Shoora may, by resolution passed by at least a three fourth (3/4) majority, reduce the current term of the entire Shoora and seek new election at the next regular meeting.

VI.8- A member of the Shoora shall be removed for cause by the affirmative vote of at least 66% of members present in person or by proxy at a Semi-Annual General Body Meeting, an Annual General Body Meeting, or a Special General Body Meeting. If the aforementioned 66% vote is achieved, then such a vote shall be sufficient proof, for the purposes of this section, that “cause” as defined below exists:

VI.8.1 - “Cause” shall be defined as follows:

VI.8.1.1 A Shoora member’s breach of any material duty or obligation under ICSGV’s bylaws; or

VI. 8.1.2 A Shoora member is convicted or pleads guilty or nolo contendere to any misdemeanor (other than a traffic violation), felony, or any crime involving fraud, dishonesty, moral turpitude, or misappropriation; or

VI.8.1.3 A Shoora member engages in behavior that (a) causes or will cause material harm to the ICSGV, including to the reputation or mission of the ICSGV or (b) represents a conflict of interest between the Shoora member and the ICSGV; or

VI.8.1.4 A Shoora member engages in an act which is in violation of the tenets of Islam.

VI.8.2 No more than three Shoora members may be removed from the Shoora in any twelve (12) month period.

ARTICLE-VII

DISSOLUTION OF THE ISLAMIC CENTER

- VII.1-** The Shoora may, by a resolution passed by at least a three fourth (3/4) majority, recommend to hold a special General Body meeting for consideration and approval of dissolution of the Islamic Center.
- VII.2-** Upon receipt of the recommendation by the Shoora, the special General Body meeting may, by a resolution passed by at least a three fourths (3/4) majority of members voting at such meeting, approve the dissolution of the Islamic Center. Such resolution, among other things, must include the names of other Islamic, religious and or charitable organization(s) to which the properties and assets of this Islamic Center will be transferred upon the dissolution of this Islamic Center and the terms of such transfer(s) etc. Such resolution shall also name three (3) trustees who will be responsible to disburse the assets and properties of this Islamic Center according to this resolution.
- VII.3-** No assets and properties of the Islamic Center or any part thereof, shall be paid or transferred to any member, officer or employee of the Islamic Center, upon the dissolution of the Islamic Center. This however, shall not preclude the Islamic Center from paying the unpaid salaries and other legitimate claims, if any, to and by its employees and other creditors at the time of dissolution.
- VII.4-** The liability of the members, officers and employees of the Islamic Center shall be limited to the assets and interests of the Islamic Center and they shall not be individually and personally responsible for any claims against this Islamic Center.

ARTICLE-VIII

BOARD OF TRUSTEES

SECTION VIII.1: OBJECTIVES

VIII.1.1-To hold in trust all assets and properties of the Islamic Center of San Gabriel Valley, Inc. Hereinafter referred to as “Islamic Center.”

VIII. 1.2-To hold in trust and safe custody, at the premises, all real estate documents of the Islamic Center.

VIII. 1.3-In the event of the dissolution of the Islamic Center, to disburse and dispose the assets and properties of the Islamic Center. The dissolution of the Islamic Center can only be done by a resolution of the General Body according to the BY-LAWS.

SECTION VIII.2: NUMBER OF TRUSTEES

The NUMBER OF TRUSTEES of the Islamic Center shall be FIVE (5).

SECTION VIII.3: ELIGIBILITY

The following conditions shall be met before a candidate can be considered for the position of a TRUSTEE.

VIII.3.1-A candidate shall meet all the requirements for the membership of the Islamic Center.

VIII.3.2-He should be 45 years of age or above.

VIII.3.3-He should have the reputation of being pious and just in the community.

VIII.3.4-A candidate shall be familiar in dealings with the public and government.

VIII.3.5-A candidate shall not be an employee of the Islamic Center receiving remuneration and or benefits.

SECTION VIII.4: ELECTION OF TRUSTEES

- VIII.4.1-** The Trustee shall be elected by at least 66% members present in person or by proxy as per the By-laws at the General Body Meeting of the Membership or at a special meeting convened for this purpose. The election shall be by secret ballot.
- VIII.4.2-** A list of proposed names for Trustee/Trustees shall be provided by the General Body to the Shoora for review. After review the Shoora will submit the names of proposed Trustee/Trustees to the General Body for election.
- VIII.4.3-** In the event the proposed Trustee/Trustees are not appointed by 66% of the members present in person or by proxy, then the Shoora shall submit another list for the remaining vacancy/vacancies before the next General Body meeting, but not later than six (6) months from the last meeting.

SECTION VIII.5: OFFICE BEARER

The Trustees shall appoint an **AMEER** from amongst themselves.

SECTION VIII.6: TERM

The TERM shall be for FIVE (5) YEARS or until any of the following occurs:

- VIII.6.1-** Resignation
- VIII.6.2-** Disability
- VIII.6.3-** Death
- VIII.6.4-** Removal

SECTION VIII.7: REMOVAL

- VIII.7.1-** A Trustee shall be subject to removal if he fails to live up to the eligibility requirements stated in SECTION VIII.3 and requirement to hold office stated in SECTION VIII.12.
- VIII.7.2-** Removal from the office can only be effected by at least 66% members present in person or by proxy as per the By-laws at the Annual General Body Meeting or the Special Meeting convened for this purpose. Removal shall be by secret ballot.
- VIII.7.3-** No more than two members may be removed from the office in any twelve (12) month period.

SECTION VIII.8: VACANCIES

The vacant position shall be filled no sooner than six (6) months and no later than one year from the date of vacancy/vacancies.

SECTION VIII.9: MEETINGS/QUORUM

- VIII.9.1-** The Trustees shall meet at least TWICE a year.
- VIII.9.2-** A simple majority shall constitute quorum.

SECTION VIII.10: RECORDS

- VIII.10.1-** A proper record shall be maintained of the deliberations of the meetings.
- VIII. 10.2-** The AMEER shall direct any trustee to keep the records.

SECTION VIII.11: PROPERTY DOCUMENTS & TRUST DEEDS

The AMEER of the BOARD OF TRUSTEES will hold in trust and safe custody all documents and trust deeds pertaining to the real estate property of the Islamic Center, at the Center's premises.

SECTION VIII.12: REQUIREMENTS TO HOLD OFFICE

- VIII. 12.1-** The Trustee shall not participate in any form or manner in the election process and other affairs of the Islamic Center e.g. nominate, canvass or vote, except as stated under SECTION VIII. I (OBJECTIVES).
- V111. 12.2-** The Trustee shall not hold any other elected office/position in the Islamic Center of the San Gabriel Valley or in any other Islamic Center.
- V111. 12.3-** The Trustee/Trustees shall refrain from interference in the day-to-day affairs of the SHOORA.
- VIII. 12.4-** However, in order to facilitate the creation of a wakf (Trust), two Trustees, two members of the By-Laws Committee, and two members of the Majlis-e-Shoora and one subject-matter expert shall comprise the Wakf Preparation Committee to work exclusively on creating the wakf. The process of creating the wakf and all constituent documents (e.g. By-Laws) shall commence just as any other proposal to amend the By-Laws of the Islamic Center (as described in § IX), which includes discussion and review of the final documents by the By-Laws Committee and the Majlis-e-Shoora, and then presentation of these documents and recommendations to the General Body for vote. Upon approval of the General Body, the documents of the wakf shall render § VIII of the Islamic Center's By-Laws void, and shall subsequently be deleted. Only at the conclusion of this process shall the wakf be established to hold title and real estate currently owned by the Islamic Center of San Gabriel Valley, Inc. with the purpose of holding said property for the benefit of the local Muslim community.

SECTION VIII.13: CREATION OF TRUST/WAKF

Creation of Trust/Wakf (hereinafter referred to as "Holding Entity") shall be created to hold title to real estate currently owned by the Islamic Center of San Gabriel Valley, Inc. with the purpose of holding said property for the benefit of the local Muslim community.

ARTICLE-IX LAWS

- IX. I-** Additions and deletions or changes to the By-Laws should be discussed by the By-Laws Committee and presented to the Shoora before voted on by the general body. Neither the By-Laws Committee nor the Shoora can withhold the proposed additions and deletions or changes to the By-Laws proposed by any member in good standing. Instead they will discuss and present their recommendations if any.
- IX.2-** "Spur of the Moment" proposals in the general body cannot be voted on or incorporated into the By-Laws without due process (Section IX.1.).

ARTICLE –X PROPERTY OF THE ISLAMIC CENTER

- X.1 -** The real property and buildings of the ICSGV, in whole, or in part, shall not be transferred, sold, mortgaged, leased, or voluntarily limited by any claim, right, lien, estate, or liability, without the approval of at least a three-fourths (3/4th) majority vote of the General Body members present in person or by proxy, with the exception of Section VIII.13 and the leasing of any part of ICSGV to a third party for operating of a medical clinic, mortuary, day care, or full-time school which shall require at least a two-thirds (2/3rd) majority vote of the aforementioned General Body members. Any changes to such agreements shall be subject to the aforementioned process.
- X.1.1-** Any of the aforementioned actions, i.e., transferring, selling, mortgaging, leasing, etc., must be in accordance with established Islamic rulings (*fiqh*). The General Body shall have the right and shall be provided the opportunity to review all agreements and documents affecting the real property and buildings of the ICSGV.
- X.1.2-** Construction agreements which allow for the utilization of a mechanic's lien shall be exempt from this section. The handling of the real property of the ICSGV upon its dissolution contained in Article VII shall not be affected by this section.
- X.2 -** Leasing or renting to a third party of any ICSGV real property or premises (e.g., banquet hall rentals) for 120 hours (five days) or less shall not require and not be subject to a vote by the General Body. Any aforementioned lease or rental for 120 hours (five days) or less

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shall constitute a license agreement which shall be deemed a revocable, nonassignable privilege to use a portion of the ICSGV and shall not convey an interest in the real property or buildings of the ICSGV. All such license agreements shall be in writing.

END

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REVISION HISTORY

Description of Revision	Revised By	Revision Date
<p>Section II.6, II.7, II.8 revised to reflect approval of increase in term for Majlis-e-Shoora members from two years to three years.</p>	<p>Pres. Amer Ali Sec. Sattar Siddiq Approved by By-Laws Committee</p>	<p>08-24-2003</p>
<p>Section II.2, VI.6 regarding shoora qualifications of six months good standing and one year membership in a committee. Section VIII.4.1, VIII.4.3, VIII.7.2 regarding Trustees election from 75% to 66%. Section IV.2.7, IV.2.8 regarding quorum requirement for general body meetings reducing it from 25% to 20% and requiring 15% members present for subsequent attempts.</p>	<p>By-Laws Committee</p>	<p>10-17-2009</p>
<p>Section I.5.1, I.5.1.a, I.5.3, I.5.4, I.5.5, I.5.6. regarding status of current members, non-current members, and terminated members. Details of changes contained in chart after section I.5.6. Section IV.2.7, IV.2.7a, IV.2.7.b, IV.2.8, IV.2.8a, VIII.4.1, VIII.4.3, VIII.7.2 regarding establishing the inclusion of proxy for purpose of Section Section IV.3.1 regarding requiring notice to be given by mail and deleting other possible means. Section IV.2.9, IV.2.10, VIII.4.1, VIII.7.2 regarding requirement of secret ballot. Section VIII.6 regarding changing Trustee term limit from 10 years to 5 years. Section VIII.13 was added to express intent to create Trust/Wakf.</p>	<p>By-Laws Committee</p>	<p>10-23-2010</p>
<p>Section VIII.12.4 was added to create a Wakf Preparation Committee and permit two trustees to be a part of that committee.</p>	<p>By-Laws Committee</p>	<p>12-04-2010</p>
<p>Section X was added to regulate actions involving the property of the Islamic Center. Amendment passed with 100% approval of members present/proxy at special general body meeting (based on votes cast).</p>	<p>By-Laws Committee via Special General Body Meeting</p>	<p>04-14-2012</p>
<p>Section X was amended and expanded to require 2/3 approval for leasing of the Islamic Center for purposes of operating a medical clinic, mortuary, day care, or full-time school; and specifying actions involving property (i.e. license agreements) not requiring general body approval. Amendment passed with 88% approval of members present/proxy at semi-annual general body meeting (based on votes cast).</p>	<p>By-Laws Committee</p>	<p>11-2-2013</p>
<p>Section 1.4.1.a was added to include chec-o-matic contributions as qualifying for membership dues. The amendment passed with 88% approval of members present/proxy at the annual general body meeting (based on votes cast). Section IV.2.1 was amended to define the time span for holding general body meetings. The amendment passed with 91% approval of members present/proxy at the annual general body meeting (based on votes cast).</p>	<p>By-Laws Committee</p>	<p>12-07-2013</p>
<p>Section IV.2.4 was amended to further define process and time frame for holding special general body meetings. The amendment passed with 66% approval of members present/proxy at the annual general body meeting (based on votes cast) Section VI.8 was added to explain the process and requirements for removal of members of the Shoora. The amendment passed with 70% approval of members present/proxy at the annual general body meeting (based on votes</p>	<p>By-Laws Committee</p>	<p>12-13-2015</p>

ISLAMIC CENTER OF SAN GABRIEL VALLEY, INC.
BY-LAWS

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