



## **NOTICE OF 2018 ANNUAL GENERAL BODY MEETING AND ELECTIONS**

The annual ISF General Body meeting and the election will be held on Sunday, August 12, 2018. **General Body meeting is scheduled to start at 5:00 pm.** In accordance with Section 8 Clause D (Quorum) of the By-laws, quorum must be established before starting the meeting. The quorum can only be established if 25% or more active members are physically present. In the event quorum is not established by **5:30 p.m.**, the meeting shall be called off and rescheduled. **If the meeting is called off, there will be no elections. Voting time will begin after the candidates' personal remarks and the conclusion of the General Body meeting. The voting booth will be open until Maghrib prayer time. Election results will be announced as soon as the voting is counted.**

Dr. Wasim ul Haque will preside as the Election Commissioner. There will be at least two ISF members and one Trustee present in the room to help and witness the election proceedings.

**Note:** There will be two (2) Board of Directors positions open for elections.

### **Voting Guidelines:**

Only members who have paid 2018 membership dues and have membership form in the ISF file will be allowed to vote. **Deadline for paying membership dues was June 14, 2018 (30<sup>th</sup> of Ramadan).** Members who have paid their dues by the deadline but do not have membership forms in the file shall be allowed to vote as long as they fill out the form before casting their votes. The membership list has been placed on the masjid's notice board.

1. Student member will only be allowed to vote if he/she had submitted the membership form by June 14, 2018.
2. Individual and Student membership allows a person to cast one vote each.
3. Members with family membership status will be allowed to vote for their spouses (two votes per family).
4. Absentee Ballots:
  - a. In case a voting member expects to be unable to attend the annual meeting, he/she can obtain an absentee ballot from the Admin upon request.
  - b. The envelope containing the absentee ballot shall bear the signature, address, and telephone number of the member and shall be delivered to the Admin.
  - c. An absent voting member can ONLY cast his/her vote by proxy through a direct family member present at the ISF.
  - d. Except for family members, no absentee or proxy votes will be allowed.
5. **Deadline for nominations to the Board is August 03, 2018**
6. **All candidates are required to accept/reject their nomination latest by 3:00pm on August 10, 2018.**
7. Nominations from the floor during the annual general meeting shall be allowed if there are insufficient number of nomination papers submitted prior to the deadline, August 03, 2018, specified by the notice of the general body meeting.