

# ICC Board of Directors Meeting

**Date:** March 4, 2021

**Attendees:** Ahmad Ehsandar, Moslem Noori, Mohsen Khaniki, Amir H. GhasemiNejad, Mehrnoush Ahmadi, Younes Zangiabadi, Kayhan Razavi, Saman TabasiNejad, and Arezo Khadir

Meeting Agenda:

1. Updates from board members and work progress in Committees.

The meeting of the Board of Directors (BoD) was called to order at 8:12 pm eastern time by Ahmad Ehsandar.

- Minutes of this meeting were taken by Ahmad Ehsandar.

## Updates from all committees and departments:

### Administrative and Finance Department:

(Secretary: Ahmad Ehsandar)

- Ahmad Ehsandar mentioned that he has received the NationBuilder password in the meeting with court appointed monitor, Marvin Huberman. He continued that he has started to respond to the membership requests which was delayed since December 2020.
- He continued that he has made some minor changes to the website to direct people to communicate through secretary email to reduce the email traffic from info email.
- Ahmad stated that he has participated in the process of preparing the survey questions with Dr. Ghasseminejad and has paid around \$200 CAD for acquiring the hosting to mount the survey software.
- He also raised the issue of 9000 contacts in the nation builder database that can be offloaded from the database and saved in other platforms. The cost of bookkeeping for these contacts is around \$150 USD per month.

(Treasurer: Mohsen Khaniki)

- I prepared the financial report for the past months and presented the report to Moslem and Ahmad for their review. We are confident that all donations and expenses are counted for in this report.
- We will hold the first session of the Service committee next week and I have already invited volunteers. All board members are also welcomed to participate.
- Mohsen also asked Dr. Ghasseminejad to create an email account in .net domain for the service committee to facilitate the communication with volunteers.

(President: Moslem Noori)

- I was in touch with most of the board members.
- I had a meeting with two volunteers to design a new website for the ICC. We discussed the structure of the site. They agreed to prepare an initial design and board members comment on their work as we go further. Once ready we will transfer the new site on the domain.
- The legal case was also completed, and we signed all required documents. Our lawyer has sent us the invoice for his service for the legal case. We currently owe \$7254.00 CAD to him.
- We are eligible to use Microsoft services for free. Their software has the potential to manage membership and financial matters. Me and Ahmad had several meetings with their representative and as part of the non-profit organization program, we will receive 5 free Dynamics 365 licenses. There are third party companies to develop the required software in their platform. Me and Ahmad are investigating the possibilities to migrate from NB to Microsoft.
- I also talked to our volunteer lawyer about protecting members personal privacy and was told that legally we are only required to provide name and address of the members. Another topic that was discussed was possibility of disclosing the name of the parties who received the membership list. Based on his recommendation we can publicly disclose this information and one good place can be our newsletter.
- We are also working to transfer our data from Google Workspace to Microsoft 365. We have received the instruction to perform this migration.
- I contacted ScotiaBank and talked to the bank representative from the office of president about the closure of bank account of some Iranians. He asked for those who are affected to contact the bank for further follow up.

## Policy Development Department

(Chair: Amir H. GhasemiNejad)

- Dr. GhasemiNejad requested to be a member of every committee, including IT infrastructure group and organizational structure committee.
- He also requested to become a member of mental health committee.
- I can contribute 10 hours per week.
- Iccongress.net has been set up. The domain belongs to ICC. The hosting was done by the help of Ahmad. The security modules and email servers and survey software were installed. The system is ready to provide email addresses for other sections.
- The first survey of ICC priorities went through many revisions in the committee in which Ahmad and Kayhan and others were regularly participating. The final version has been prepared and will be sent to board for confirmation. We have launched the survey and received good feedback from some members. So far we have the highest participation so far.
- We will also have the English version of the survey soon and those who are interested can request for the English version.

## Organizational Structure & Content Development Committees

(Chair: Kayhan Razavi)

- Kayhan informed the board the work for second issue of the Newsletter is progressing and he is trying (with the help of volunteers) to improve the theme to a more attractive and professional design. He also mentioned that more volunteers have been added to the group.
- He also added that he is still waiting for a few committees to send their report.
- He mentioned that some work has been done in the organizational structure committee and they are ready to start their first public meeting. More than 15 people have been invited to this meeting and he is still accepting suggestions to add anyone who has expertise related to this subject. Once the group is formed, the goal is to prepare a report for the board in the 3 to 4 months.

## Mental Health Committee

(Chair: Mehrnoosh Ahmadi)

As I mentioned before I have not started any activity in this committee, but I have a few questions after we are done reporting our updates.

## Culture Committee

(Chair: Saman TabasiNejad)

- Arezou informed the board about an article on the effect of the art as a therapy in the society and they will send it to a newspaper soon.
- The cultural committee had its first meeting last week and a few people volunteered to create a blog to educate the community about topics such as environment, LGBT community, animals rights.
- Arezou is also added that she is working to make network between different organization across Canada. And she is actively looking for governmental grants for cultural projects.

## Research Committee

(Chair: Younes ZangiAbadi)

- Younes reported that the first subject that he finished was preparing the announcement regarding the Canadian government's support on JCPOA.
- The second subject that we are still working on with Moslem Noori is following up the closure of bank accounts of some Iranian. We are in touch with people who are affected and trying to establish talks with banks to determine the next steps.
- Another topic that I am interested in is to find out the riding with majority of Iranian Canadians through Statistics Canada database and then get in touch with the member of parliament representing those ridings to hold sessions with them. We can show them what the priority of our community is especially with our survey done by Dr. Ghaseminejad.
- Younes also mentioned that he is looking to purchase an insurance for the ICC will update the board about the cost and its terms.

Moslem Noori asked all board members to provide an estimate of the hours they are planning to spend on ICC.

| <b>Name</b> | <b>Time Commitment</b> | <b>Name</b> | <b>Time Commitment</b> |
|-------------|------------------------|-------------|------------------------|
| Arezou      | 60 hours               | Saman       | 40 hours               |
| Amir-Hassan | 40 hours               | Mohsen      | 30 - 40 hours          |
| Mehrnoush   | Not Sure               | Younes      | 30 - 40 hours          |
| Kayhan      | 60 hours               | Moslem      | 80 hours               |
| Ahmad       | 75 hours               |             |                        |

At 9:02 pm the updates of board members were finished, and the meeting was entered into discussion time.

- Mehrnoush started by asking a question from Younes ZangiAbadi that what questions will be send to the ridings?
- Younes answered that we will communicate survey results with the representatives, and this is a common approach in other communities.
- Mehrnoush recommended that board take the points in the email she sent before further actions (referring to the outsource the survey to an independent company).
- Younes ZangiAbadi answered that he is still in the research phase to find ridings with most Iranian population but eventually he will go forward based on the result of the survey to talk to the MPs about priorities of Iranian Canadians in those ridings.
- Mehrnoush suggested that its better to have an independent party to perform the survey.
- Moslem Noori commented that we don't have the financial resources to outsource this job given the \$11k price tag of an independent survey. Arezou Khadir responded that it is waste of money and we should not pursue this path. Ahmad Ehsandar continued that before we move to outsource this job, we need to address the problems and show that we cannot solve those issues.
- AmirHasan GhasemiNejad responded that the group that designed this survey includes 3 board members plus those who volunteered. We also asked for volunteers again and no one has volunteered yet. For all volunteers we will check their experience and

expertise and if they have good intentions to cooperate, we will be more than happy to have them in our group.

- Mehrnoush mentioned that she knows one person who has good expertise that can be used in survey group. And she was wondering how he can join the group.
- Amirhasan answered that person needs to officially send an email to us and once his resume is reviewed, we will contact him.
- Kayhan said that we tried to design the surveys to include all views. But it's not possible at this point to spend this money. He continued that it is our goal to include community as much as possible, but we do not wait for those who do not want to take any step in helping us and just complain.
- Amirhasan mentioned that this survey includes all questions/topics in both Pouyesh and Karzar platforms. All question is shown in random. We have left comment boxes for the people to leave comments so that we make sure the survey is not biased in any way. We will send many reminders, so no one is excluded from our survey.
- In response to these comments and the fact that ICC is planning to use the results of this survey to contact MPs in future, Mehrnoush said that she expects that a big group of members will leave the organization soon.
- At 9:37 pm Amirhasan GhasemiNejad left the meeting.
- Moslem Noori moved to the next section of the meeting to present and discuss about the motions in hand. He pointed out that based on his conversation with our lawyer, ICC can publish the name of the people that has gained access to the membership list after a certain date. Moslem suggested November 1<sup>st</sup>, 2020 may be a good date.
- Mohsen Khaniki, Ahmad Ehsandar suggested that we choose Dec 1<sup>st</sup>, 2020 is a better choice since it is after all AGM activities.
- Kayhan Razavi suggested we can publish this decision in our Newsletter and from that point start publishing the names of these individuals.
- Younes Zangiabadi also agreed that it should be Dec 1<sup>st</sup> since this is a decision made by this board.

➤ A motion was moved by Moslem Noori to allow ICC to publish the names of the people who gained access to the membership list after last AGM. The motion was seconded by Kayhan Razavi.

- *Attending: 8, in favor: 7,*
- *abstention: Mehrnoush Ahmadi*
- *Against: --*

➤ A motion was moved by Moslem Noori to start the process to acquire insurance for the organization by Younes Zangiabadi. The motion was seconded by Arezou Khadir.

- *Attending: 8, in favor: 7,*
- *abstention: Mehrnoush Ahmadi*
- *Against: --*

- The topic of advisory group was mentioned by Moslem Noori. Kayhan Razavi stated that this advisory group is important for many members specially among our members from Karzar and suggested that we start looking into the process of establishing this group.
- Mehrnoush Ahmadi agreed with Kayhan and mentioned that it is a good idea since she might not be in the board in near future, and she want a couple of her supporters to be in this advisory group before she leaves. She also volunteered to work towards this purpose.
- Mohsen advised that the responsibility of moderating this group is on president's shoulder. He continued we should not overload ourselves at this stage.
- Mehrnoush responded that if we had this advisory group, ICC would not face many complaints on many issues such as this survey.
- Saman and Younes mentioned that this topic requires more time, and we cannot decide on it right now.

Meeting was adjourned at 10.33 PM ET.