

Afzal Noor Trust Foundation Meeting

Sunday August 7, 2016 at 2:00 PM

Agenda Items:

1. Previous meeting minutes
2. State of Non-profit processing
3. Adoption of new policies set forth by State and Federal authorities namely
 - a. conflict of interest policy
 - b. anti-terrorism best practices policy

Discussion points:

- Financial State of the Corporation
- Expansion of the facility
- Addition of Lab and laundry room
- Staff evaluation

Items discussed and policies adopted:

1. The Board of Directors reviews the non-profit application process and approved the progress report.
2. The board of directors reviewed and adopted both policies
 - a. conflict of interest policy
 - b. anti-terrorism best practices policyset forth by the State and Federal authorities.
3. The Board of directors approved the conversion of previous kitchen into Lab and construction of new kitchen and laundry room on the second floor
4. The Board of Directors reviewed the performance of Doctor, the Manager, and other staff members.

Attendance:

- Shahid Nazir
- Bushra Ahmad
- Khairun Nissa
- Farooq Ahmad
- Anthony Dimitri (via phone)
- Mohammad Tariq (via phone)