



سندھی ائسوسی ایشن آف نارٹھ امریکا
SINDHI ASSOCIATION OF NORTH AMERICA

CONSOLIDATED MINUTES OF MEETINGS OF
SANA EXECUTIVE COUNCIL

DATE	Sunday, March 09, 2025	TIME	12:00 am EST
PRESIDED BY	Dr. Maqbool Halepoto	CONDUCTED BY	Asad Shaikh

ATTENDEES			
Asghar Pathan	Naqeeb Musavi (Excused)	Shahida Shaikh	Akash K Ramani
Habib Memon	Ali Khaskhali	Mohammad Danish Pathan	

S.NO.	ITEM	DETAILS/DECISIONS
1	Discussed Fundraising issue of 2022 (Calgary). Requested by Mr. Zahid Malik & Escalated by Mr. Qurban Panhwar.	EC members discussed the issue in detail. The General Secretary presented both written requests/applications, along with the supporting evidence provided by the members. At the President's request, since the VP (Canada) was unavailable for the meeting, the matter will be deferred to the next meeting.
2	Fundraising SOP	The EC discussed several organizational matters and agreed that all fundraising activities should be managed through the official Fundraising Committee Chair and must receive approval from the Executive Committee (EC). No individual is allowed to initiate a fundraising campaign, and sharing fundraising requests from other organizations is strictly prohibited.
3	Chapter Communications	They addressed the issue of local chapter communications, emphasizing that all written communications must be approved by the EC. The meeting concluded with a brief discussion on international representation and potential collaboration with other organizations.
4	Website Digitization and Maintenance	Since the existing website is developed in WordPress and lacks the flexibility to support many required digital functionalities, a new, dynamic, and modern website will need to be developed using a more scalable and responsive framework to automate most of the key processes. The EC also discussed the ongoing website maintenance costs and the necessity of obtaining additional vendor quotes for the website upgrade, including content management system (CMS) enhancements, and API integrations. The EC authorized the Information Secretary to spearhead the project, manage the vendor

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		selection process, and seek approval from the EC for any major decisions.
5	Addressing official Email addresses Access and Domain Hosting Ownership	<p>The EC discussed issues related to previous media email access and the ownership of various accounts associated with their organization's website and social media platforms. Concerns were raised about the previous Media Committee Chair, Mr. Nauman, who has withheld critical information and access to these accounts. The EC agreed on the urgent need to regain control of these accounts and implement better practices for managing credentials moving forward. They also highlighted the need for live streaming of upcoming events and the importance of having proper access to the necessary tools and accounts, which were paid under the ownership by SANA.</p> <p>The Ex. Media Chair, is hereby advised to share the following information without further delay:</p> <ol style="list-style-type: none"> 1. YouTube Account (Ownership details) 2. Email credentials for the SANA Media Committee (mediacommitteesana@gmail.com) (ID/Password) 3. Website domain hosting credentials (ID/Password) 4. EC official email accounts (all are hosted on the domain) 5. Live streaming software details (ID/Password) 6. All digital assets, including those mentioned above but not limited to.
6	Financial Updates / Approvals / Handing over update / Treasurer Reports	<p>Re-stream plat form:</p> <p>Since the re-stream, credentials were not handed over by the previous team, therefore a new account was created and annual subscription fees was paid by SANA debit card, with the help of Information Secretary to continue live streaming capabilities on several social media channels from Zoom.</p> <p>Bank Accounts authorized signatory:</p> <p>Motion: Following the elections held in December 2024, Mr. Kewal Ram has been elected as the Treasurer of the Sindhi Association of North America (SANA) for the term starting January 1, 2025, to December 31, 2026. As per the association's bylaws and financial governance policies, the newly elected Treasurer will assume full responsibility for all finance-related matters, including management of the association's bank accounts.</p> <p>The outgoing Treasurer, [Mr. Aijazul Haque], has to formally complete the transition of bank-related signatures / formalities, and associated signature cards to Mr. Kewal Ram. To complete the transition process, the outgoing Treasurer will visit the nearest bank and facilitate the process of updating the authorized signatory on all bank accounts under with new Treasurer name [Mr. Kewal Ram].</p> <p>Resolution Passed:</p> <p>It was unanimously resolved that Mr. Kewal Ram, in his capacity as the duly elected Treasurer, shall be added as the authorized signatory for all bank accounts of SANA, effective immediately. The outgoing Treasurer, [Mr. Aijaz UI Haque], is authorized to coordinate with the bank to remove himself as a signatory and ensure that the new</p>

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		<p>Treasurer is registered as the official signatory for the following bank of America accounts:</p> <p>The bank accounts subject to this authorization change are as follows:</p> <ol style="list-style-type: none"> 1. *****4518 2. *****8470 3. *****0904 <p>Donations request on SANA email group / WhatsApp group:</p> <p>It was unanimously agreed that all donation requests to be sent to the Fundraising committee chair, only the fundraising committee would be authorized to collect any funds. If any member would like to raise funds for any cause, it has to go through fund raising committee chair.</p>
7	Budget Discussion for Convention	<p>The meeting focused on budgetary matters for the upcoming convention, particularly regarding accommodation and catering costs. The team reviewed the estimated cost for a single hotel room, based on the expected number of attendees. They also discussed service charges, estimated at 13%, with the possibility of reaching up to 30% of the total cost. Additionally, the team explored the potential for securing a tax exemption for the event. The discussion concluded with a proposal for offering registration discounts, structured in different price tiers depending on the time of booking.</p> <p>In order to incentivize membership, we have always offered discounted convention registration rates for our members vs non-members. We also always have discounted rates for youth to increase their participation.</p> <p>EC suggested convention registration fees:</p> <ol style="list-style-type: none"> 1) Early Registration, Till June 30th, 2025 Members: US \$ 225 Non Members: US \$ 250 2) Regular Registration, July 1st to August 14th, 2025 Members: US \$ 250 Non Members: US \$ 275 3) Late Registration, August 15th, 2025, and later: Members: US \$ 275 Non Members: US \$ 300 4) Youth: Under 21 yrs: US \$ 150
8	Renewing Graphic Designer Contract	<p>The contract with the existing Graphic Designer has been renewed for all graphics work, flyers preparation, etc. with a monthly \$100 / charge. All community chairs can reach out to the Information Secretary for any of the graphics work needs for their conferences / seminars.</p>
<p>The General Secretary thanked everyone, and the meeting adjourned.</p> <p>Prepared and Shared by: General Secretary</p>		