

NEDEAN – NED Alumni of North Texas Board of Directors Meeting Minutes

Date & Time: Sunday, February 1st at 2:30 PM

Venue: Signature Kabab Grill, Plano, Texas

Attendees: Afzal Hafeez, Ikhlas Ahmed, Erum Rahman, Jamal Sherwani, Syed Nadeem, Faisal Azizullah, Hanif Akhawala, Naeem Qureshi, Tariq Khan

Prepared by: Jamal Sherwani

The first newly elected Board of Directors meeting was held at Signature Kabab Grill in Plano. Hanif Akhawala welcomed the new board members, and Naeem Qureshi opened the meeting with a Quranic recitation. The following agenda items were discussed.

Agenda

- Website maintenance, Office 365 administration rights, and domain setup
- Banking access
- EIT Committee
- NED North America representation
- 2027 Convention planning
- Social events

Website Management and Access Transition

- The current website is hosted on WordPress. Amir Haq previously handled maintenance and will provide edit access to Faisal Azizullah for future updates.
- Full posting access (admin or super admin) is required to manage posts, events, and profiles.

1. Action Items:

- **Faisal Azizullah** will contact Amir Haq to obtain editor and admin/super admin access for the website and hosting platform.

Office 365 Administration and Domain Setup

- Admin or super admin access is required to manage role-based email aliases (e.g., chairperson@...).
- Member records and domain configurations must be updated to ensure proper email routing.

2. Action Items:

- **Faisal Azizullah** will contact Amir Haq to obtain Office 365 admin rights and update configurations.

Banking Access

- Hanif Akhawala and Javed Iqbal currently have bank account access.
- The board plans to replace Javed Iqbal with Naeem Qureshi.

3. Action Items:

- Bank authorization will be updated to remove Javed Iqbal and add Naeem Qureshi.

EIT Committee

- Tariq Khan & Erum Rahman will continue supporting the program and collaborating with the Pakistan team.
- The goal is to expand partnerships with additional sponsoring companies.
- The EIT application portal may require updates; it is currently managed by Amir Haq.

4. Action Items:

- **Faisal Azizullah** will coordinate with Amir Haq to transition portal administration responsibilities.

NED North America Representation

- North America includes Dallas, Connecticut, Chicago, California, Texas, and Houston chapters.
- Ikhlas Ahmed will continue representing the Dallas chapter.

5. Action Items:

- **Ikhlas Ahmed** will provide updates to Naeem Qureshi.

2027 Convention Planning

- Dallas is being considered as a potential host city for the 2027 convention.
- A steering committee of 7–9 members manages venue, logistics, speakers, and budgeting.
- The 2026 convention venue has been confirmed for Connecticut.

6. Action Items:

- **The board will** determine leadership for the 2027 planning committee if Dallas is selected.

Social Events

- An Eid Milan party is proposed for April (tentative dates: April 11 or April 19).
- Monthly high-tea social gatherings are proposed across Plano, Irving, and Arlington.
- Options discussed included potluck-style dishes, buffet arrangements, and clubhouse venues.

7. Action Items:

- **Syed Nadeem** will form a committee to plan the Eid Milan party and future social events.

Next Meeting

The next board meeting is proposed for Saturday at 10:00 AM during the UTD breakfast event. **Erum Rahman** will confirm the date, with February 14 suggested as an alternative.