

CONSTITUTION OF THE ISLAMIC CENTER, TUCSON (ICT)

Praise is to Allah (God), the Lord of the worlds, and Peace and Blessing of Allah be upon His messenger Muhammad Ibn Abdullah, his family, his companions and his sincere followers.

This constitution was first adopted on April 1, 1989, revised on October 1, 1999, April 7, 2000, and March 4, 2016.

ARTICLE I: NAME, NATURE, AND AFFILIATION

Section 1: Name

The name of the organization is the Islamic Center, Tucson, hereinafter referred to as the ICT, a non-profit and tax-exempt corporation (under Section 501(c)(3) of the United States Internal Revenue Code) in the State of Arizona.

Section 2: Nature

The following clause is fundamental and absolute. It applies to all branches and operations of the ICT. It may not be amended, reformed, or changed, under any circumstances, including the methods of amendment defined later in this document.

The ICT is an organization dedicated to Allah, and its goal is to please Him in accordance with the Qur'an and Sunnah. It shall be a center for the people of Sunnah and Jama'ah who believe that Prophet Muhammad is the last prophet and messenger of Allah.

Section 3: Affiliation

- A. The ICT shall establish and maintain continuous affiliation with the Islamic Society of North America (ISNA), currently headquartered in Plainfield, Indiana.
- B. All ICT real estate properties shall be held as a religious endowment (*Waqf*). The North American Islamic Trust (hereinafter referred to as NAIT) shall act as a trustee, and the ICT shall be the beneficiary.
- C. Al-Huda School is an entity of the ICT with its separate bylaws.

ARTICLE II: PURPOSE

Section 1

The main purpose of the ICT is to gain the pleasure of Allah and serve the best interests of Islam and Muslims in Tucson and other parts of Southern Arizona. Toward this goal, the ICT shall in cooperation with ISNA:

- A. Help the Muslims of Southern Arizona carry out Islamic programs and projects in accordance with the Qur'an and Sunnah.

- B. Assist Muslims in organizing themselves for the entire spectrum of Islamic activities including, but not limited to, charitable, social, cultural, religious, and educational activities.
- C. Strengthen fraternal bonds and brotherly relations among Muslims.
- D. Mobilize and coordinate human and material resources in Muslim communities.
- E. Promote friendly relations and understanding between Muslims and non-Muslims in accordance with the teachings of the Qur'an and Sunnah.
- F. Endeavor to make Islamic teachings known to Muslims and non-Muslims, as in the Qur'an and Sunnah.
- G. Promote cooperation with other recognized Muslim organizations on state, regional, and national levels, in accordance with the guidelines of the Qur'an and Sunnah.

Section 2

Real estate purchased by and donated to the ICT shall be held as a religious endowment (*Waqf*), in accordance with the Trust Agreement. NAIT shall act as a trustee, and the ICT shall be the beneficiary, pursuant to the terms of the Trust Agreement.

Section 3

The ICT shall maintain an office on the premises of the Center. The ICT welcomes cooperation and interaction with other Islamic organizations that serve the Muslim community of Tucson (e.g., Muslim Students Associations, etc.), in accordance with the teachings of Islam and subject to the guidelines of the ICT Constitution. Such organizations may be allowed to maintain offices, request funds, and conduct activities on the premises of the ICT, with the explicit permission of the Board of Directors of the ICT.

ARTICLE III: ORGANIZATIONAL STRUCTURE

The ICT shall be composed of the following three entities, which are governed by this constitution.

- A. The General Assembly (GA).
- B. The Board of Directors (BOD).
- C. The Shura Council (SC).

ARTICLE IV: MEMBERSHIP

Section 1: Membership Requirements

- A. To be eligible for membership in the ICT, an individual must satisfy all of the following requirements:
 1. Must be a Muslim from the Sunnah and Jama'ah.
 2. Must believe that Prophet Muhammad is the last prophet and messenger of Allah.
 3. Must be a resident of Southern Arizona.

4. Must have generally acceptable practices and sound Islamic beliefs, as prescribed in the Qur'an and Sunnah.
 5. Must be 17 years of age or older.
- B. Acceptance of the ICT membership shall constitute the member's agreement to strictly abide by and support the goals, objectives, constitution, rules and regulations of the ICT.
 - C. A member of the ICT cannot be a member of or affiliated with any group, club, or organization that is illegal in the United States or known to have enmity toward Islam or Muslims.
 - D. All Muslims who were registered as members of the ICT prior to the adoption of this revision of the constitution are retroactively considered members.
 - E. Only members have the right to vote.
 - F. The membership enrollment shall always be open except for thirty days prior to any ICT elections.
 - G. The Board of Directors and office staff shall maintain an updated list of members.
 - H. There is no membership fee at the ICT.
 - I. Members will forfeit their membership if they no longer meet the requirements specified above in Article IV, Section 1 (A).
 - J. Members shall constitute the General Assembly of the ICT.

Section 2: Membership Application Process

- A. To apply for membership, a person must complete an ICT membership application form, which is available in the ICT office.
- B. Applications shall be reviewed by the Board of Directors, who will accept or reject them in accordance with the eligibility requirements provided in this constitution (See Article IV, Section 1).

Section 3: Membership Suspension/Cancellation

- A. A member may have his membership suspended or cancelled if such a member is found in violation of Islamic principles or the rules and regulation of the ICT, or is involved in activities that harm or misrepresent Islam, the ICT, or the Muslim community of Southern Arizona.
- B. The BOD shall formally and in writing notify the member in question on its intent to initiate suspension or cancellation procedures. Reasons for this decision and the appeal process shall be explained. In case of suspension the length of suspension shall be clarified.
- C. The member in question may appeal the membership suspension or cancellation decision in writing within fourteen calendar days from his/her notification date. The written appeal must be submitted to the secretary of the BOD. Additionally, the Shura Council may also be requested by either party to mediate.
- D. If all appeals or mediations fail, the BOD can finalize the suspension or membership cancellation by a simple majority.

Section 4: Member Grievance Process

Any member or employee of the ICT may submit a letter of grievance to the Shura Council, who will review the grievance and respond to the member within fourteen calendar days of receipt of the letter.

ARTICLE V: GENERAL ASSEMBLY

Section 1: Composition and Function

The General Assembly shall consist of ICT members. Its functions include:

- A. Electing the Board of Directors.
- B. Nominating members of the Shura Council.
- C. Consulting with the BOD during the hiring process of an Imam.
- D. Approving all real-estate and construction projects, as well as financial transactions in excess of \$50,000. Two-thirds of the members present at the General Assembly meeting must vote in favor of these projects and transactions for them to take place.
- E. Approving constitutional amendments.

Section 2: Meetings

- A. At least two regular meetings of the General Assembly shall be held during each calendar year. These meetings shall be called for by the Chair of the Board of Directors.
- B. Voting shall only occur at a General Assembly Meeting if the BOD proposes a real-estate or construction project, a financial transaction in excess of \$50,000, or if there is a proposed constitutional amendment. (See Article XI, below.)
- C. Special meetings of the General Assembly may be called for either by the Board of Directors or through a petition submitted to the BOD and that is signed by a minimum of fifty (50) voting members.
- D. Notice of regular and special General Assembly meetings shall be posted online and on the bulletin board at least two weeks in advance, and shall also be announced after each Friday prayer leading to the meeting date.
- E. If voting is expected to take place during a regular/special General Assembly meeting, then the presence of one-third of all ICT voting members is required to establish a quorum. If the first attempt to hold such a meeting fails to achieve a quorum, a second meeting shall be called for within two weeks. The second meeting shall constitute a quorum regardless of the number of voting members present.
- F. General Assembly meetings that do not involve voting (e.g., intended for informational purposes) require no quorum.
- G. Decisions shall be made by a simple majority of the voting members present at a quorum meeting, unless otherwise specified in this constitution. In case of a tie vote, the side of the Chair of the Board of Directors shall prevail.

ARTICLE VI: BOARD OF DIRECTORS

Section 1: Composition

- A. The Board of Directors (BOD) shall be composed of nine voting members.
- B. The nine voting members of the BOD shall be elected by the General Assembly every three years at the regular election time (See Article IX).
- C. A newly elected BOD must hold its first meeting within two weeks after the election. This meeting will be organized by the Chair of the Election Committee (See Article IX), who will act as a moderator without any voting rights. The Chair of the Election Committee shall leave the meeting after the Board elects its Chair, Vice Chair, Secretary, and Treasurer.
- D. In its first meeting, the new BOD will elect its Chair, Vice Chair, Secretary, and Treasurer from among the members of the Board. This election process will be moderated by the Chair of the Election Committee. No member of the Board may serve as Chair or Vice Chair for more than two consecutive terms.
- E. The Chair and Treasurer of the BOD cannot be related by marriage or close kinship.
- F. The remaining positions on the BOD will be determined through discussion among the BOD members in the initial meeting and may change during the term of the BOD.
- G. Each year, the BOD shall complete an internal self-evaluation and make adjustments to its leadership as needed.

Section 2: Function

- A. The BOD is the sole administrative authority in the ICT. Its decisions are binding on all committees and people working at the ICT.
- B. The BOD sets the general vision, regulations, and policies of the ICT.
- C. The BOD is responsible for proposing the annual budget of the ICT, in consultation with the Shura Council.
- D. The hiring of an Imam shall be conducted by the BOD, taking into consideration the recommendations of the ad hoc Imam Search Committee, the Shura Council, and the members of the ICT.
- E. After the mediation and consent of the Shura Council, the BOD may terminate the appointment of the Imam of the ICT.
- F. The BOD shall hire a Certified Public Accountant (CPA) to examine the financial records of the ICT.
- G. The BOD is responsible for setting up plans to create new projects and to develop resources in order to support financially the ICT and its projects.
- H. The BOD must maintain minutes of all its meetings. These minutes must be shared with the Shura Council.

- I. An outgoing BOD shall transfer all minutes, bank accounts, documents, and any ICT-related business to the newly elected Board no later than one month following the election.
- J. Interprets the ICT constitution and ensures its implementation, in consultation with the Shura Council.
- K. Appoints any ad hoc committees it sees fit to accomplish its goals and objectives.

Section 3: Meetings and Procedures

- A. The BOD shall meet at least once every month.
- B. The presence of five BOD members shall constitute a quorum.
- C. Special BOD meetings may be called for upon the request of three or more members of the Board, or upon the request of the Chair. Such meetings must take place within fourteen calendar days following the request.
- D. The Vice Chair of the Board shall notify BOD members of all upcoming regular meetings at least five (5) days in advance.
- E. Unless specified otherwise in this constitution, Board decisions shall be made by a simple majority vote of the members present at a duly constituted meeting. In case of a tie vote, the side of the Chair shall prevail.
- F. The Board may invite to its meetings anyone for consultation or advice (without voting power), as it deems necessary.
- G. Board meetings shall be open to the public, unless the topic under discussion requires confidentiality. Meeting minutes shall be posted on the ICT bulletin board.

Section 4: Term and Removal

- A. A vacancy in the BOD may occur due to any of the following reasons:
 - 1. The death of a BOD member.
 - 2. Unexcused absences from BOD meetings for three (3) consecutive months.
 - 3. Written resignation of a BOD member.
- B. A BOD vacancy of one or two members shall be filled by the ICT members who received the tenth and eleventh highest number of votes in the most recent BOD election. If this process fails, then the BOD will continue its work with seven or eight members.
- C. When the number of BOD members falls below seven, the General Assembly shall elect new Board member(s) within one month to fill the vacancies in a manner similar to the election of the Board.
- D. Any member of the Board can be terminated from office if charges of a serious violation of the constitution, misuse or misappropriation of funds, or intentional damage to the existence or interest of the ICT are proven to be true to the satisfaction of the other Board members. The decision to terminate a BOD member must be approved by a two-third majority vote of the BOD, but with a minimum of five votes. For example, if eight or nine BOD members are present, then six or more votes are needed for the termination decision. If the meeting is

attended by five, six, or seven members (with or without the BOD member in question), then at least five votes are needed for the termination decision. The vote to terminate a BOD member must be carried out by secret ballot during the Board meeting.

- E. During the termination process, the BOD member has the right to make one appeal before the Shura Council. The Shura Council's decisions shall be final and binding to all parties involved.
- F. The Shura Council may dissolve the BOD if it fails to meet for three consecutive months.

Section 5: Duties of the Board of Directors

- A. The Chair of the Board shall:
 - 1. Convene and preside over the meetings of the Board.
 - 2. Implement the decisions made by the Board.
 - 3. Advise the Vice Chair on the preparation of the agenda for BOD meetings.
 - 4. Preside over General Assembly meetings.
 - 5. Co-sign checks with Treasurer and manage financial transactions related to ICT accounts (see Article VIII for details).
 - 6. Oversee all ad hoc committees formed by the BOD.
- B. The Vice Chair shall:
 - 1. Prepare the agenda for the Board meetings, in consultation with other Board members. The agenda must be distributed at least three days in advance.
 - 2. Assume the Chair's duties when the Chair is absent.
 - 3. Assist BOD members with their specific responsibilities, as needed.
- C. The Secretary shall:
 - 1. Maintain a record of board business, develop the official minutes of Board meetings, and assist the Chair and Vice Chair with duties as assigned.
 - 2. Be responsible for posting the minutes of all BOD meetings.
 - 3. Maintain and make available (upon request) to the BOD and Shura Council the ICT membership list.
- D. The Treasurer shall:
 - 1. Be responsible for all bookkeeping and financial transactions of the BOD.
 - 2. Submit reports of BOD financial transactions to the ICT accountant (CPA) on a regular basis.
 - 3. Provide financial reports and budget sheets to the BOD and Shura Council, quarterly and upon request. A summary of these reports shall be posted quarterly at the ICT and shall also be presented during General Assembly meetings.
 - 4. Co-sign checks with the Chair and manage financial transactions related to ICT accounts (see Article VIII for details).

- E. The Outreach and Public Relations Coordinator shall:
 1. Organize, in coordination with the ICT Imam, outreach activities for Muslim and non-Muslim organizations and institutions, including jails and prisons.
 2. Follow up with new Muslim converts, in coordination with the Imam.
 3. Oversee and support the ICT prison program.
 4. Identify the most appropriate spokespeople of the ICT with media and official authorities.
 5. Coordinate local and regional activities with Islamic national organizations.
- F. The Development Coordinator shall:
 1. Identify potential external funding opportunities for the ICT.
 2. Propose and lead fundraising initiatives for the ICT, in coordination with the Chair and the Imam.
 3. Strengthen relations between donors to the ICT and the BOD.
- G. The Education Coordinator shall:
 1. Oversee, in coordination with the Imam, all Islamic educational programs at the ICT.
 2. Oversee the Al-Huda School operations and report them to the BOD, in order ensure the interests of the ICT and the Muslim community are protected.
- H. The Youth and Social Coordinator shall:
 1. Coordinate youth programs, including but not limited to fieldtrips, camps, games, and sports activities.
 2. Coordinate ICT activities with national and international Islamic youth organizations.
 3. Propose and oversee ICT social activities such as picnics, wedding parties, and celebrations of religious holidays.
 4. Coordinate activities related to helping needy Muslims, including identifying Muslims who are eligible for *Zakat* or *Sadaqah*.
- I. The Special Activities Coordinator shall develop and propose new initiatives for the BOD that will fulfill the mission of the ICT, as expressed in its constitution.
- J. With the exception of the Chair, Vice Chair, Secretary, and Treasurer, the BOD is free to modify the roles and responsibilities of the five additional BOD members mentioned in the constitution in order to best serve the needs of the ICT.

Section 6: Qualification of the Members of the Board of Directors

Every member of the BOD must:

- A. Be a member of the ICT.
- B. Have resided in Tucson metropolitan area for at least three (3) years.
- C. Have a firm commitment to serve for the full term of the elected Board.

- D. Be at least 21 years old, with the exception of the Chair, Vice Chair, Secretary, and Treasurer, all of whom must be at least 35 years old.
- E. Not be a paid ICT employee.
- F. Not be a member of the board of any other Islamic institution in southern Arizona.
- G. Be a citizen or Permanent Resident of the United States.

ARTICLE VII: THE SHURA COUNCIL

Section 1: Composition

- A. The Shura Council shall consist of a minimum of 9 and a maximum of 15 members of the ICT.
- B. Members of the Shura Council are nominated by ICT members. Up to 15 nominations are approved by the BOD, with the goal of having the SC reflect the diversity of the Muslim community of Tucson.
- C. The Shura Council will select a new Chair and Vice Chair by secret ballot at its first meeting each year. They shall also designate one members as secretary.
- D. There are neither elections nor terms for members on the Shura Council.
- E. Should an SC member wish to resign from the committee, he or she should submit a letter in writing to the Secretary of the BOD, who will share it with the BOD and SC.
- F. Should the SC fall beneath 9 members, the General Assembly shall present nominations for additional SC member to the BOD for approval.

Section 2: Qualification of the Shura Council Members

An SC member must:

- A. Be a member of the ICT in good standing.
- B. Be at least 50 years old.
- C. Have resided in Southern Arizona for at least three years.
- D. Not be a paid employee of the ICT.
- E. Not be a member of the ICT BOD or board of any other Islamic institution in southern Arizona.
- F. Be a citizen or Permanent Resident of the United States.

Section 3: Function

The Shura Council shall:

- A. Hold meetings twice a year with the Chair, Vice Chair, Secretary, and Treasurer of the BOD.
- B. Consult with the BOD regarding the annual budget proposal.
- C. Mediate between the BOD and ICT employees prior to any ICT employee's contract being terminated.

- D. Mediate between members of the BOD when necessary. If mediation fails and two-thirds of the SC vote to dissolve the BOD, the BOD is dissolved and elections for a new BOD must be held within a month.
- E. Dissolve the BOD if it fails to meet for three consecutive months.
- F. Assume control over the ICT and its assets, in the event that the BOD resigns collectively or is dissolved, until elections are held, within one month, for a new BOD.
- G. Interpret the ICT constitution and ensure its implementation, in consultation with the BOD.
- H. SC decisions are reached by a simple majority vote. In the case of a tie vote, the side of the one presiding over the meeting shall prevail.

ARTICLE VIII: FINANCES

Section 1: Annual Budget

- A. The BOD shall prepare an annual budget for the ICT, in consultation with the Shura Council.
- B. The annual budget shall be presented by the BOD to the General Assembly.
- C. The fiscal year shall be from January 1 through December 31.

Section 2: Income

- A. The ICT shall be a 501(c)(3) non-profit organization and shall abide by all pertinent IRS rules.
- B. Contributions, donations, sales (e.g. books, tapes), and rentals are some of the income sources of the ICT.
- C. The BOD may accept any contribution for any ICT project in any form from any source, in manner that is consistent with the purpose of the ICT and the principles of Islam, and in compliance with U.S. Laws.

Section 3: Bank Accounts

The ICT shall maintain the following interest-free bank accounts:

- A. *Construction/project-related accounts*, which consist of:
 - 1. Campus View Waqf account.
 - 2. ICT Waqf account.
 - 3. Al-Huda School Waqf account.
- B. *Expense accounts*, which consist of:
 - 1. *General Expense Account*: This account shall be used primarily to support the ICT operational expenses, including but not limited to utility bills, previously planned and budgeted maintenance projects, ICT employees' salaries, payroll taxes, the ICT Weekend School, cemetery/burial expenses, etc. Income sources for this account include, but are not limited to, Friday collection, the Campus

View Waqf account, as well as donations specifically designated to ICT expenses (charities excluded).

2. *Zakah Account*: This account is intended solely for *Zakah* charity and shall not be mixed with other expenses.
3. *Sadaqah Account*: This account is used for charity that is not explicitly designated as *Zakah*.
4. *Al-Huda School Expense Account*. This account shall be managed by Al-Huda School Committee and the School Principal, according to the bylaws of Al-Huda School and the guidelines of this constitution.

C. Other accounts may also be established by the BOD on a need basis.

Section 4: Authorization of Expenditures

- A. Only the BOD is authorized to make transactions to and from the ICT accounts, with the exception of the Al-Huda School Expense Account, which shall be managed by Al-Huda School Committee and the School Principal.
- B. Expenditures or income related to real-estate transactions and construction projects must be approved by two-thirds of the voting members of the General Assembly.
- C. Expenditures not related to real-estate transactions and construction projects (including maintenance, up-keeping, etc.), over \$50,000 per project, must be approved by a two-third majority vote of the General Assembly. Expenditures between \$25,000 and \$50,000 shall require consultation with the SC.
- D. Checks made from these accounts must be signed by the Chair and Treasurer of the BOD. In the absence of either one of them, the Vice Chair may sign in their place.

Section 5: Accounts Management/Reconciliation

- A. All ICT accounts shall be reconciled on a semi-annual basis by a CPA, and prior to any election of a new BOD.
- B. All accounts must be administered such that they never fall below the minimum balance required by the bank.
- C. With the exception of the *Zakah* and *Sadaqah* accounts, transfer of funds across various accounts is permissible, subject to the guidelines of this constitution.
- D. Transaction summary of every account shall be made public and shall be posted at the ICT on a quarterly basis.

ARTICLE IX: ELECTION OF THE BOARD OF DIRECTORS

Section 1:

- A. Election of the BOD shall be held once every three years on the last Friday of March.
- B. The Shura Council shall nominate five ICT members to form an election committee. One of the five members shall be designated as the committee chair.

- C. The process of forming an Election Committee shall start in February of the election year.

Section 2: Election Committee Responsibilities

The Election Committee shall

- A. Acquire a list of ICT voting members from the Secretary of the BOD.
- B. Announce the time, date, and place for the elections, at least four weeks in advance. The announcement shall be made after each Friday prayer and shall be posted online and on the bulletin board at the ICT.
- C. Invite nominations for candidacy and announce a two-week deadline for accepting nominations. Only ICT voting members have the right to nominate. To be put on ballot, a nominee must receive at least two valid nominations.
- D. Examine the nominations and ensure that they meet the election guidelines of the ICT, as described in this constitution.
- E. Contact eligible nominees to get their consent.
- F. Announce and post the names of eligible nominees on the bulletin board at least one week before the elections day.
- G. Members of the Election Committee shall not accept nominations to any BOD position.
- H. The Election Committee shall not communicate to anyone information that may influence the nomination or election process.

Section 3: Election Process

- A. Each voting member shall acquire only one official ballot from the Election Committee and shall cast his/her vote immediately before leaving the voting area.
- B. Proxy voting is not allowed.
- C. Members of the Election Committee shall not campaign in favor of or against any nominee.
- D. Members of the Election Committee shall have the right to vote.
- E. Election shall be done by secret ballot.
- F. The counting of ballot shall take place immediately after all ballots are cast. Any member of the ICT may be present during the counting process.
- G. The Election Committee shall announce the results of the election as soon as the counting is done.
- H. The nine candidates who receive the highest numbers of votes shall be the elected members of the BOD.
- I. In case of a tie that would affect the election results, the chair of the Election Committee shall conduct a drawing among the two and the winner shall be the ninth member.
- J. Elections shall take place at the ICT between *Duhr* prayer and *Isha* prayers.

ARTICLE X: IMAM OF THE ICT

- A. The Imam is the sole and final religious authority at the ICT.
- B. The Imam's responsibilities include preparing and delivering the Friday sermons in English, assigning other speakers during his absence, and coordinating all religious activities at the ICT as specified in his contract.
- C. The Imam may delegate at his discretion any of his duties during his absence.
- D. No religious activity shall be conducted at the ICT without the permission of the Imam.
- E. The Imam may attend BOD meetings as a non-voting member.
- F. In case of conflicts between BOD members and the Imam, the Shura Council shall mediate.
- G. The BOD shall conduct an annual job performance evaluation of the Imam. The evaluation findings must be communicated in writing to the Imam and Shura Council, with a recommendation for contract renewal, salary adjustment if necessary, or identification of concerns.
- H. If there are concerns, the Imam shall be given a chance to discuss them with BOD and develop a plan to address them over an agreed-upon period of time. During this period the Imam's contract should be temporarily extended.
- I. At the end of this agreed-upon period, the BOD shall re-evaluate the Imam's performance and make a written final recommendation for renewal or termination of contract, to be shared with the Imam and the Shura Council.

ARTICLE XI: AMENDMENT

Section 1:

Proposals for amendments of the Constitution can be made in one of the following ways:

- A. The BOD or SC may propose an amendment to the constitution. Such a proposal must be approved by a simple majority of the BOD or SC before being considered by the General Assembly.
- B. Any group of ICT voting members may propose an amendment by submitting a petition that is signed by at least one-fifth of the voting members of the ICT but no less than thirty voting members. The petition must be submitted to the secretary of the BOD.
- C. The BOD shall form an ad-hoc constitutional amendment committee to study the proposal(s) and articulate the amendment(s).

Section 2:

Proposals for amendments that satisfy Section 1 above shall be posted on the ICT bulletin board at least two weeks before the General Assembly meeting.

Section 3:

The quorum requirement for voting on amendments shall be according to Article V, Section 2 of this constitution. An affirmative vote by two-thirds of the members' present is required for the adoption of any amendment to the constitution.

ARTICLE XII: DISSOLUTION

Dissolution of the ICT shall be affected in accordance with the Trust Declaration Agreement between the ICT (as beneficiary) and North American Islamic Trust Inc. (as trustee).

**ARTICLE XIII: ADOPTION, ENFORCEMENT AND
INTERPRETATION OF THE CONSTITUTION**

Section 1

The Constitution shall be adopted and enforced effective immediately after it has been approved by the General Assembly and shall supersede any and all Constitutions previously in effect.

Section 2

In case of ambiguity regarding the interpretation of any provision of the Constitution or possible conflict between two or more of its provisions, the Shura Council and the BOD will be asked to clarify such ambiguities or resolve the constitutional conflict.

ARTICLE XIV: CODE OF CONDUCT

Section 1

All people attending the ICT shall conduct themselves according to Islamic manners. They shall refrain from raising their voices and from speaking offensively about anyone.

Section 2

ICT leadership (BOD and SC) shall exercise proper respect when dealing with ICT members. BOD and SC members must not show any favoritism based on class, clout, or status. Reasonable questions and requests by ICT members from the ICT leadership must be honored and answered in a timely fashion.

Section 3

No one other than the BOD has the authority to distribute literature or sponsor gatherings on the grounds of the ICT or at any activity organized by the ICT without the prior written consent of the BOD.

Section 4

Any person who wishes to speak to the Jama'ah (Assembly) or make an announcement after the Friday prayer shall seek the approval of the BOD.

Section 5

All people attending the ICT shall comply with the following dress code:

- A. A Muslim shall enter the Mosque wearing clothes according to Islamic teachings.

- B. Non-Muslim guests and visitors shall be made aware of the ICT dress code and shall be asked by BOD members or the office staff to exercise modesty while at the Masjid.

Section 6

In the event that the BOD becomes aware of any violations of the code of conduct set forth herein, the BOD shall implement one or more of the following disciplinary actions at its discretion:

- A. Advise the person.
- B. Terminate the person's membership if the advice is ignored, following Article IV, Section 3 of this constitution.
- C. As a last resort, the violator may be barred from the grounds of the ICT.

Section 7

Visitors and speakers from abroad or outside the membership of the ICT do not necessarily represent the policies or the positions of the ICT.

ARTICLE XV: STANDING ORDER

All meetings shall be conducted according to Islamic etiquette (*adab*). Statements, questions, or motions that conflict with the fundamental laws and principles of Islam shall not be permitted during the General Assembly.

Appendix

During the first year of the amendment, the Constitution Committee will serve as an advisory to the Board of Directors and Shura council regarding the interpretation of the constitution.

Approved by the General Assembly on Friday, March 4th, 2016

Members of the 2016 ICT Constitution Committee

Saad Abagi

Nafees Ahmad

Wali Baro

Kamel Didan

Scott Lucas

Ahmed Meiloud

Victoria Trull