



Arab American Association of Engineers and Architects (AAAEA)
Maryland, District of Columbia and Virginia Area
Steering Committee Meeting on August 23, 2008

1. A meeting of the Steering Committee was held on Saturday, October 11, 2008 between 10:00AM and 12:30 pm at the Greenbelt Public Library located at 11 Crescent Road Greenbelt, MD 20770 (Tel: 301-345-5800). This meeting was open to all members of AAAEA. The agenda for the said meeting is shown in Annex 1. Twelve professionals attended, including members of the Steering Committee. Annex 2 lists names of the attendees. The following summarizes the results of the discussions and decisions reached.

2. **Agenda.** The agenda shown in Annex 1 was followed except for the second point. The brief summary from each standing committee was skipped due to absence of any representative from the Publication Committee. As a reminder, last meeting, committees heads agreed to assign a representative to attend a meeting if they can not be there themselves (this could be done through appointing a deputy head and ensuring that at least the head or his deputy is present).

3. **Website Issues:** Mr. Iyad Hijazi, the current head of the Publication Committee had informed M. J. Labban that he is unable to continue his role as the head of that committee. However, he was not present in this meeting to pass the baton to Mr. Aous Abdo, who was nominated for that committee.

4. **Board of Trustees:** According to the By-Laws, this board could have a minimum of 5 trustees and a maximum of 15. AAAEA Members are encouraged to make nominations well known individuals in our community like: Nada Qiblawi, Montaser, Nabeel Khouri, Several prospects will be approached for serving on this Board, as follows:

- ✚ Hatim and Yusof will be approached by President Haj Hamad
- ✚ Bilal and Ziad will be approached by Khalil
- ✚ Dr. Sharif Agoor of UM will be approached by VP Samir Qutri
- ✚ Dr. Haitham Hijazi will be approached by MJ Labban.

5. **Election & Final 2008 Activity:** It was agreed that Elections followed by a Haflah shall be done this year on the night of December 13 (December 12 if the 13th is not available). Mr. Rahwanji will check a ball room in Clarksville, MD; Mr. Abdelmoneim will check Georgetown Marriot, and Mr. Maharmeh will check a location in Herndon, VA. Information will be exchanged through e-mails, and Mr. Saéd Rahwanji (head of Activities Committee) will consider all possibilities and make reservations either in person or through a member designated by him before our next meeting of November 8, 2008. It was noted that hotels have the advantage of providing sufficient food & utensils regardless to the number of attendees. The Haflah will include a musical band or a D.J. Details will be discussed in our next meeting after reservation is done.

6. Chicago National Meeting: This meeting will be on October 17-19, 2008. Three members of our chapter have already committed to attending this meeting: Eisaa Haj-Hamad, Khalil Zaid and Anwar Maharmeh. Each of these persons will pay his own plane ticket. President Haj Hamad was informed that participants in that meeting have now to pay additional \$40 for the reception dinner and \$75 for the farewell tour. That is a total of \$115 that each of our 3 participating members has to pay on top of his air fare. V.P. Samir suggested to pay those additional expenses from AAAEA –MDCVA budget. Every body voted in favor of that suggestion. Mr. Ayyoubi will be notified by Mr. Hilal Jaber about that so checks can be delivered by next meeting.

7. Next Meeting & Open Discussion: Some members stated that the meeting location in Greenbelt may still be affecting other Committees besides the Publications Committee, because it is still far for Prince William County residents. On the other hand, a group of Baltimore engineers may be encouraged to join us, a committee member stated, if a meeting is held closer to them. Beltsville Library may be several miles closer to the residents of both Baltimore City and northern Virginia but that will be decided later.

As for the upcoming meeting of the Executive Committee, it will be on November 8, 2008, between 9:00 AM and 12:00 noon. It will be held at New Deal Café, in Roosevelt Shopping Center, Greenbelt, where middle-eastern dishes can be purchased for lunch. The meeting will be open to all members of the chapter.

List of Annexes

1. Agenda for August 23, 2008 Meeting
2. List of Attendees
3. List of Actions to be taken