



Arab American Association of Engineers and Architects

Capital Area Chapter (MD, DC and VA)
P.O. BOX 391 ASHBURN, VA 20146
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Meeting Minutes

Date: 09/10/2011

Time: 10:00am

Location: Capital Area Marriot
6400 Ivy Lane
Greenbelt, MD

RE: General meeting

Attendees: See attached list of attendees (Annex 1)

Next meeting: [Date]: TBD
[time]: TBD
[Location]: TBD

The Executive Board (EB) for the Arab American Association of Engineers and Architects (AAAEA) in the Capital Area (Maryland, District of Columbia and Virginia) held a General meeting to discuss regular association business.

I. Agenda

- a. Gala update
- b. National Conference update
- c. Committees update
- d. Retaining Walls Design Seminar

II. Discussion

- Meeting started 10:30am.
- Rabih thanked everybody for joining.
- Introductions by all attendees.
- Rabih started by encouraging everybody to purchase tickets for the Gala.
- Sae'd gave an update about the gala
 - Announced that the CEO of Baltimore Grand Prix as accepted to be a speaker.
 - Amer Zaher the comedian will be performing and we are in the process of negotiating with him.
 - Gala website is up and running
 - Everybody to encourage their network to attend and buy tickets.
 - We will have Arab artist's displays at the gala reception.
 - Same theme as last year " Building Bridges to a Brighter Future"
- Rabih noted that the flyer will be finalized today after the meeting.
- Eissa encouraged people to contact businesses to advertise in the program book.
- Deadline for advertisements in the program book is end of September.

- All sponsor packages are listed in the website with a registration form.
- National Conference:
 - The Grand National conference will be hosted by the Chicago chapter of AAAEA.
 - The declaration of National association will be on 11/11/2011.
 - The dinner event ticket will be sold for \$50. All are welcome to attend.
 - Capital area chapter will get two delegates and the NSC representative.
 - Moe Fridy is the NSC representative and will be representing the association in the Grand National conference.
 - Delegates will have to cover their own expenses.
 - The first delegate has to be the president or VP of the local chapter.
 - The second delegate has to be on the Executive board of the chapter.
 - Rabih will be the second delegate representing our chapter.
 - Walid suggested that someone from VA like Samir attend as a delegate.
 - Samir apologized for not accepting because of his business commitments.
 - Rabih asked the attendees for suggestions regarding the 3rd delegate.
 - Rabih nominated Eissa.
 - Eissa accepted.
 - Rabih asked for a 4th delegate as a backup in case the membership of the association reaches 75 members or if one of the selected delegates cannot attend.
 - The names nominated for the 4th delegate are MJ, Mazen & Emad.
 - Each one of them gave a quick introduction about themselves.
 - Emad deferred his nomination to MJ.
 - The EB will decide on the 4th backup delegate if needed.
 - The business meetings at the National Conference will start Friday 11/11/2011 and will end on Sunday 11/13/2011.
 - Rabih noted that the association will assist the delegates with expenses at the discretion of the EB.
- The Attendees took a 20 min. break.
- Attendees continued the meeting at 11:35am.
- Rabih announced that Jenine Kotob was awarded the association scholarship.
- Rabih thanked the education committee for their efforts in the scholarship program.
- The EB took a picture with Janine and the attendees.
- Jenine said a couple of words and thanked the association for the scholarship.
- Rabih gave the floor to Mai to speak for a couple of minutes about her role as a MC in the gala.
- Mai thanked the association for selecting her to be the MC and spoke about her role.
- Emad asked about Mai's prior experience as MC
- Mai noted that she has spoken at different events for a long period of time.
- Sae'd noted that last year the MC highlighted the achievements of our engineer's members.
- Mai noted that a big role in this gala is to promote Arab American professionals.
- Ziad noted that we should recognize significant contributors as arab American engineers and architects as a way to promote Arabs.
- Ziad also noted that the comedian show should not have any profanities and we should have no political impact at the gala.
- Rabih concluded the discussion.
- Ernest gave a presentation about retaining walls.
- Rabih thanked everybody for coming.
- Meeting Adjourned at 2:00pm.

Mohammad R. Fridy
Secretary

Meeting Attendees (September 10, 2011)

No.	Name
1	Adnan Ghazzouli
2	Ahmed Morsi
3	Amer Jassem
4	Anwar Maharmeh
5	Bassel Shubassi
6	Eissa Haj-Hamad
7	Emad Yasin
8	Haitham Hijazi
9	Hilal Jaber
10	Jenine Kotob
11	Khalil Zaied
12	Mai Abdelrahman
13	Mazen Ayoubi
14	Mohamad Jamal
15	Mohamad Labban
16	Mohamad Shahine
17	Mohammad Fridy
18	Nazeeh Freij
19	Nima Almayah
20	Osama Eshera
21	Rabih Najib
22	Sae'd Rahwanji
23	Samir Alqutri
24	Sana Abed Kotob
25	Shaban Kotob
26	Walid Halboni
27	Ziad Sabra