

District 79

Where Leaders Are Made



Minutes of the 2nd Executive Committee Meeting

Venue: Via Zoo

Date: 5th Sep 2020

Meeting Start Time: 4:04 PM

Meeting End Time: 6:44 PM

#	Key Points Discussed	Details/Action	Target/ Responsibility	Other Requirements /Approval Status
1	Opening Remarks	Meeting started at 4:04 PM. Greeted and welcomed all district leaders, division leaders and area leaders. Introduced the district director. Stress leaders to rename themselves in zoom platform as given by Admin Team, few days before the meeting, by email and WhatsApp. Started the meeting 4 minutes later than scheduled.	Administration Manager – Anver Rizan	
2	District Director Remarks	District Director welcomed all leaders. It was the 2 nd meeting with all District, Division and Area leaders. The Arabic translator was confirmed by Administration manager. The Arabic translator was TM Ali Al Sawii . The district director praised that after 2 months of the Toastmaster year. Milestones and goals were achieved despite the challenges faced and circumstances that were encountered. He expressed his gratitude to all the leaders for working hard, trusting their members and peers. Seeing the level of activity in district, the division directors working day and night with the members and hosting various virtual events, becoming the no. 1 district in the world target can be achieved. Before proceeding the meeting any further, the meeting quorum must be confirmed. The quorum was confirmed by Administration manager. The quorum must be at least 51% in order to take any decision. Unfortunately, out of 78 members, 33 members attended. Therefore, no quorum was established. No decisions can be made, only it will go as a discussion. Decision will be made after the meeting, by using the agreed communication channel that is email, to confirm a decision made by the executive committee members of District 79 pertaining to the 2 nd Executive Committee meeting of District 79. The agenda was adopted; no concerns were raised. The 1 st Executive Committee meeting minutes were circulated to all by Administration Manager, a week after the meeting. There was no raised concern, therefore it was adopted.	District Director – DTM Madhusa Nanayakkara	
3.	Division Directors Reports	After 2 months of the Toastmaster year 2020-2021. District Director would like to hear each Division Directors plan. The Division Directors presented how many clubs will be distinguished, select distinguished and president distinguished. Each Division Director stressed how many new clubs will charter and virtual events that will host. Also mentioned the contest dates of the clubs and area and their division contest date as well. The following Division Directors presented their reports: <ul style="list-style-type: none">• Division D Director DTM Shanmugam• Division A Director TM Rozel• Division E Director DTM Majed• Division F Director DTM Shekar• Division G Director DTM Hayfa• Division J Director DTM Sankaranunni	District Director – DTM Madhusa Nanayakkara	

		<ul style="list-style-type: none"> • Division L Report (By Area 17 Director TM Arunkumar) • Division O Director TM TM Abdulwadood • Division S Report (By Div S-Asst PQD TM Ahmad) <p>Division B, C, M, N & R have not presented the report, but B, C & N Directors emailed the report to Administration Manager.</p> <p>Division L report was Verbally presented by Area 17 Director of Division L. They have only provided a general update of the division L. They have also not submitted their Power Point Presentation.</p> <p>The District Director highlighted that division contest dates should not conflict with another. There will be another meeting to discuss on this matter.</p>		
4.	Report from Club Growth Director	<p>She is delighted to present her plan and progress. Her plans are as follows:</p> <ul style="list-style-type: none"> • Number of clubs • Club Growth Director Spotlight Report • Awards • Marketing Strategies <p><u>Number of Clubs</u> She has requested all the 56 area directors of district 79, to charter 1 club under their area. Presently only 1 club has been chartered. Chartered last August 17th, 2020 with 37 members under Division E, Area 13, United Toastmaster Club.</p> <p><u>Club Growth Spotlight Report</u> Presently in District 79, we have 215 paid clubs, including with the newly chartered club. To achieve Distinguished District, need to charter 3 new more clubs.</p> <p>As of the morning of 5th September 2020. 546 members have paid their renewals. To become Distinguished, we need 8,803 members to pay renewals. Requested division Leaders and area leaders to push for renewals., we have till 30th of September 2020.</p> <p>In the area club report, only 9 area directors completed their club visits and their names were announced. There are 7 area directors who have completed less than 75% and 40 of the area directors who have not completed.</p> <p><u>Awards</u></p> <p><u>Club Building Program</u> There are 5 clubs who achieved Smedley Award. There are:</p> <ol style="list-style-type: none"> 1. Taj Toastmaster Club 2. Qwat AlBalan Toastmaster Club 3. Jubail Tamil Toastmaster Club 4. Speak up Toastmaster Club 5. Lanka Toastmaster Club <p>Golden Quarter Award can be achieved if a club achieved Smedley Award and all members pay their renewals before 30th September 2020. 1 club achieved it, that is Taj Toastmaster Club.</p> <p>Also, Taj Toastmaster club achieved Spotlight Club Award.</p> <p><u>Marketing Strategies</u> Soon membership drive activities will be held. They will conduct the better connectivity series which will include:</p> <ul style="list-style-type: none"> • Open House • Speech Craft • Sponsors/Coaches/Mentors 	Club Growth Director – DTM Cecille Valencia	

		<p>She has requested all Division Directors by email, to give the contact details of their appointed assistant club growth director. So that they will be between the club growth team and division.</p> <p>Marketing Promotional Video is being prepared. Few approvals are needed to launch the video.</p> <p>Together with the support of each leaders, goals can be met. The club growth team will be there to support anyone who request it. Every Division leader will be meeting with club growth director and support one another to achieve goals.</p>		
5.	Report from Program Quality Directors	<p>Honored to present his report. He presented the following report:</p> <ul style="list-style-type: none"> • Geographical Segregation • Program Quality Directors roles and responsibilities • Strategy • Calendar • Core team • KPI <p>Explained the geographical segregation and role of program quality director.</p> <p>The program quality director and team are working together to host virtual events such as TLI Training, educational webinars, international educational events, operational events, pathways panels and workshops, success stories and special events to promote the rise values.</p> <p>Introduced the core team of program quality.</p> <p>Program Quality Awards will be introduced once the budget gets approved. There will a lot of recognition programs for club level, area level and division level.</p> <p>Announced the top 10 members of District 79, according to their educational achievements.</p> <p>Also recognized the 10 Areas and 10 Divisions. As of 5th of September 2020 there 460 educational awards and 31 Distinguished Toastmaster achievements in the District.</p> <p>The program quality cannot recognize a club distinguished, select distinguish or president distinguished, until the subscription is payed. However, announced the 9 clubs with the highest number of DCP Points.</p> <p>Took the opportunity, to thank leaders support. Always ready to hear suggestions and feedback from leaders.</p>	Program Quality Director – DTM Rami Jawad	
6.	Report from Public Relation Manager	<p>Really thrilled to present the report. Thanked all district leaders for their support and encouragement. Introduce the core team and explain each team member roles and responsibility.</p> <p>The highlights are as following:</p> <ul style="list-style-type: none"> • Know your leaders’ campaign: Successfully launched the campaign. Introducing all leaders of district 79 including round table members and division directors. • Social Media platforms: District 79 has now an active Facebook page, Instagram account, Twitter account, YouTube channel and LinkedIn. So far 300+ followers in Instagram, YouTube - 113 subscribers and 73 followers in Twitter. The numbers of followers are increasing day by day. • The campaign “#One Family, One Mission”, headed by District Director, who gave the unique idea. More than 35 clubs have 	Public Relation Manager- DTM Palaniraj	

		<p>contributed towards the campaign. Looking forward for more clubs to contribute.</p> <ul style="list-style-type: none"> Released the first quarterly newsletter on August 31st, 2020. Will humbly request all division directors, area directors and club members to submit articles for their upcoming newsletter. That will be released in November 2020. First time ever in District, launched a podcast, in English and Arabic. Podcast will be released every month. Plan to release 2 podcasts on the month of September. Introduced District roundtable members and Public Relation team with an innovative video. The videos were a great success, in terms of the comments and likes from toastmaster members in District 79 and around the world. <p>As the public relation team, there are ready to lend a hand to the program quality team and club growth team as well in all their promotional activities.</p> <p>Key Action Plans:</p> <ul style="list-style-type: none"> To maximize social media coverage To launch quarterly newsletter Podcast Engagement of Stakeholders Talk Shows Toastmaster International Brand awareness campaign Promotion of District Awards Special Programs Promote activities of members achievements SATAC Promotional Activity Have a family reunion Sell revenue generating merchandise (such as mugs, key chains, etc.) <p>Thank all leaders for support and they will strive to promote members experience.</p>		
7.	Round Table Members Report	<p>Certain round table members have not attended the meeting. District Director spoke on behalf of the missing members and gave a brief summary about their progress:</p> <p><u>Finance Manager</u> He has already initiated the budgeting process and have made a huge progress. It is almost ready to be presented to the District Leaders, unfortunately the announcement from the toastmaster international board of directors, regarding the speech contest. Push it back. Need a little time to get it ready.</p> <p><u>Administration Manager</u> District Director congratulated TM Rizan, the administration manager for successful running 8 roundtable meetings, 5 additional meetings, installation ceremony and 2 executive committee meetings. Emails regarding district matters, coordinating with Toastmaster International and support the District Director to send relevant information to headquarters were also praised.</p> <p><u>CSR Manager</u> Held 2 events in the past two months. Support and helping the members of toastmasters. Specially the special needs program, help people throughout Kingdom of Saudi Arabia. Appreciate all the hard work and credits go to the CSR Manager TM Jijo.</p>	District Director – DTM Madhusa Nanayakkara	

Logistic Manager

The logistics manager has also initiated their logistic matters. Have already analysis what is necessary for the district store, making sure all needs will be available for all leaders in district 79.

Technological Manager

Recently, there have been many challenges. However, she gathers her team and still working to help and keep the security in the events. Praised them for their hard work. They will also invest on the website.

Arabic Club Relations Manager

He has already started to work on the Arabic club and formed a committee

Cooperate Relation Strategy

There is a slight lag, but the three are working hard to make sure everything runs well.

Leads Project Manager

She has already formulated a plan. And will be contacting district leaders soon. Acquiring talent and modelling them to become better leaders.

Wholeheartedly, District Director thanks his roundtable members and stated that he is blessed to work with them.

Blessed to have a parliamentarian and they have been discussing how to uphold the policies and make sure that meetings run smoothly.

Thank Immediate Past District Director DTM Samer Kamal, for always being there and offering guidance.

8. Discussion number 1 – District Success Plan

Since we do not have the required quorum, the proposal has become to discussions. No decision can be made. The District Success Plan was affected by the Toastmaster International board of directors’ announcement. Therefore, it needs to be adjusted. It will be available online via District Central on the 12th of September 2020 and it will be available on the District website on 19th September 2020. With the division directors’ plans, now it is possible to enrich the district plan further. There was no raised concern.

District Director – DTM
Madhusa Nanayakkara

9. Discussion number 2- District Speech Contest

District Speech contest has been affected by the Toastmaster International Board of Directors. The initial plan is to have the following contest:

English Contest

- International Speech Contest
- Evaluation Speech Contest
- Table Topics Contest
- Humorous Speech Contest

Arabic Contest

- Arabic Speech Contest
- Evaluation Speech Contest
- Table Topics Contest
- Humorous Speech Contest

Other Contest

- Arabic Ladies Forum
- Arabic Gavel Forum (New Addition)
- English Gavel Forum

All contests must be done through online platform. The question is will; all the contest takes place. Mandatory 2 contest must take place:

1. International Speech Contest
2. Arabic Speech Contest

District Director – DTM
Madhusa Nanayakkara

		<p>District Director invited DTM Rami Jawad to express his views as District Program Quality Director.</p> <p>PQD Rami Jawad stated that they must follow the rules implied by the Toastmasters International. District leaders and SATAC chairmen are analyzing the situation and working together. Promise to have a quality contest.</p> <p>There were no raised concerns.</p>		
10.	<p>Discussion Number 3 – District Conference Plan</p>	<p>This discussion has been heavily affected by the Toastmasters International board of directors’ decision. Therefore, after analyzing all further possible cases, still must present the final district conference dates and plan. A meeting will be arranged and announced before 19th of September. Dates will be notified to the executive committee before the council meeting for their vote.</p> <p>PQD Rami Jawad added that there is a big team who has done a big analysis and discussion the possibilities and options. Having in mind about the current pandemic and what areas have been affected. Still in the process, but almost to be finalized. Thoughts will be shared before 19th of September and anyone can approach them with their feedback or suggestions.</p> <p>Distinguished Toastmaster Samer Kamal raised a concern. The concern was as per the district leadership handbook and district calendar that the discussion about the conference contests should be done at the first executive meeting not the second executive meeting. Request District Director to double check if it is valid to discuss about the conference contest.</p> <p>District Director replied. that it was supposed to be presented at first. But the Toastmaster International Board of directors’ announcement made the change. Received an acknowledgement that the board is supporting to the change to the statement. Therefore, it can be discussed at the Executive Committee meeting, no hard or fast rule. They must have the proposed dates before the first council meeting. PQD Rami Jawad seconds the District Director, they are in contact with Toastmaster International, following the bylaws and protocols. Even though, there were cases in the</p> <p>past, that even it was not discussed about it. Right now, we should not talk about the past but the future. Considering every input from leaders because SATAC is the district conference. This is why, they will address to Toastmaster International about this scenario and will let everyone know the outcome.</p> <p>Division F Director Shekar raised a concern. The concern was if the conference is online. The cost will be less, therefore will Toastmaster International decrease the subscription fee. The District Director responded saying, that the concerned raised does not pertain to the discussion. The concern can be raised during the open discussion.</p> <p>A motion was raised. The motion was: To extend the meeting by 15 minutes. Proposed by: Division F Director Shekar Seconded by: Public Relation Manager Palaniraj</p> <p>Majority have voted in favor of the motion. So, the motion was adopted.</p> <p>PQD Rami Jawad requested IPDD Samer Kamal to explain about the District plan about the reimbursement of last year SATAC.</p>	<p>District Director – DTM Madhusa Nanayakkara</p>	<p>Motion: To extend the meeting by 15 minutes.</p> <p>Proposed by: Division F Director Shaker Seconded by: Public Relation Manager Palaniraj</p> <p>Majority voted in favor of the motion</p>

District Director suggested that the topic should be moved as an open discussion since it does not pertain to the current topic. However, the district director would like to illiterate what IPDD **Samer Kamal** has mentioned concerning policy No.6.6 speech contest. It states that the district may conduct up to 4 non-English-speaking contest each year. The district director recommends which contest is to be conducted subject to approval of district executive committee 1st meeting of the program year.

A same scenario happened last year when they had to change to have only 2 speech contests. Decision took place in the Month of April. As long as the facts are correct. Toastmaster International Board of Director Decision has directly affected the policy.

DTM Samer Kamal commented that the past district speech contest, the decision took on April was advised by Toastmasters International. For the program year of 2019/2020, in second district executive meeting, there was a topic regarding which contest they would have in SATAC. DTM **James Taruc**, the last year parliamentarian raised an issue. Stating that the topic cannot be discussed in the meeting, it should have been discussed in the first meeting. Immediately the discussion was closed.

11. Discussion Number 4 Key Budget Items

Since the numbers have been affected by the toastmaster’s international board of directors’ announcement. The whole budget had to be reshuffles and had to come with a solid plan. But still, they are reevaluating the resources since most of the funds do come from SATAC. When SATAC revenue is not there, it is affected. Need some time to present the budget, but before the council meeting.

Some of the key consideration:

District Administration

- District Leaders (RT/DivD/AD): Badges and pins for District Leaders
- Possible one in-person ExCom meeting
- Year-end recognition ceremony
- 19/20 Recognition Ceremonies: October +November (4 events)
- Procurement of remaining awards (DTM Medals, triple crown pins, etc.) of the PY 2019/20

District Technology

- Website Maintenance
- Zoom Subscription
- Voting Platform Subscription

District Recognition

Program Quality

- Division Training: 3 funded training events in the future
- Program Quality Events and Incentives
- Speech Contest Trophies for the District, Division and Area Contests

Club Growth Promotion, Incentives and Events

Public Relations and CSR events and incentives

District logistics and Store

District Leader Travel as prescribed by the Policy

District Reserve Contribution

District Director – DTM **Madhusa Nanayakkara**

		<ul style="list-style-type: none"> • District Director Award for Competent Division / Area Director (<i>under discussion</i>) <ul style="list-style-type: none"> • District Director Award for Competent Division Director: Qualify for reimbursement for any event up to SAR 500 • District Director Award for Competent Area Director: Qualify for reimbursement for any event up to SAR 200 <p>1. <u>District Director Challenge Trophy: Virtual Debate Contest</u></p> <ol style="list-style-type: none"> 1. Up to SAR500 Reimbursement for Club Matters (4 clubs) + Trophy <ul style="list-style-type: none"> • <u>New Club Challenge (<i>under discussion</i>)</u> <ol style="list-style-type: none"> 1. Clubs chartered before September 30 (up to SAR500 reimbursed for club matters other than membership payment) 2. Clubs chartered before December 31 (up to SAR400 reimbursed for club matters other than membership payment) 3. Clubs chartered before March 31 (up to SAR300 reimbursed for club matters other than membership payment) 4. Later new clubs (up to SAR200 reimbursed for club matters other than membership payment) <p>A motion was brought up. The motion was: To extend the meeting by 15 minutes. Proposed by: Division F Director Shekar Seconded by: Public Relation Manager Palaniraj</p> <p>Majority vote in favor of the motion. The motion was adopted.</p>		
12.	Open Discussion	<p>Really grateful for everyone is working hard. Within a few months District has achieved many milestones.</p> <p>Topic: As the District is having SATAC virtually, will Toastmaster International reduce the subscription fee? This was raised by Division F Director Shekar</p> <p>District Director answered that Toastmaster International is carefully assessing the situation. There has been a decline of membership, which means that revenue is been dropped. Board of Directors will not lower the subscription.</p> <p>Topic: Reimbursement of SATAC Conference of the program year 2019/2020. Concern was raised by PQD Rami Jawad.</p> <p>District Director answered that last year SATAC chairmen has provided all the required documents. The hotel is been followed up on daily basis to resolve the issue. Immediate past district director and immediate past finance manager started an audit procedure. District Director has written to Toastmaster International; they are offering they full collaboration with the whole process. They are monitoring the whole situation.</p> <p>District Director stated that sometimes they are random concerns raised that questions the integrity of the leaders. PQD Rami Jawad commented that the reason he raised this issue is that he also has paid for the tickets and he has been receiving complains from other members as well. Clear communication is required, and transparency is a must. Since all members need to know what is happening. He acknowledges the great work done by past program quality director,</p>	District Director – DTM Madhusa Nanayakkara	

district director and past finance manager. Also, he stated the audit is not complete

Immediate District Director DTM Samer Kamal thanked for raising this issue. Members of district 79 needs to know what the current situation is and deserves to be reimburse On June 2020, DTM Samer Kamal has request the project chair of SATAC 2020 and immediate past program quality director to send an email to the members of district 79 . Explaining the situation, and issues of SATAC. Hopefully, it will be sent soon.

The current situation is after 3 months. We received 99% of all

financial documents of SATAC. It has been sent to the audit committee, who will check and send it to Toastmasters International for the following reasons:

1. If toastmaster international can give the support to refund the members of district 79.

2. To close the financial report of the 4th quarter of the year. So, it can be handed over to District Director.

The hotel will refund the money in the coming weeks. If received the money, it can be reimbursed to the members.

He also mentions that the past finance manager has requested all area directors and division directors last program year, that there is a deadline to submit claim

for the contest. Unfortunately, some area directors, started to claim on May.

This slowed down the auditing. Therefore, the past finance manager could not expect any claims. SATAC is a different issue since it happened near the end of the year and they cannot close until each member of district 79 receives their money.

PQD **Rami Jawad** requested that audit reports, even in the past to be submitted in the executive committee. It will help the district. He would like to know how we can close an audit report, when some of the pervious years audit report is missing or not closed. As a district leader he is concerned for the district, this will impact the District's financial process, so that can Smedley distinguished can be achieved.

District Director answered and highlighted that no further concern can be raised. Since the meeting is running late. Any concern can be sent through email. He is confident that the audit will be closed. The executive committee can request any district director in the past year to attend the next meeting and answer the questions. Reimbursements will go through the proper channels

Division J Director **Sankaranunni** request that the program quality director forwards which division has complete the club officers training. It will be sent soon

13 Closing Remarks and adjourned

Closing remarks of the meeting.
It was adjourned at 6:44 PM

District Director – DTM
Madhusa Nanayakkara

ATTENDANCE

(Note: Only the Attendees who used the coding system before their names are listed here)

ROUND TABLE - District 79

S No	Position	Full Name	Attendance		Remarks
			Yes	No	
1	District Director	Madhusa Nanayakkara	Yes		
2	Program Quality Director	Rami Aljawad	Yes		
3	Club Growth Director	Cecille Valencia	Yes		
4	Administration Manager	Anver Rizan	Yes		
5	Finance Manager	Narasimharao Rampalli	Yes		
6	Public Relations Manager	P.R Palaniraj	Yes		
7	Immediate Past District Director	Samer Kamal	Yes		
8	Logistics Manager	Ahmed Alsalman	Yes		No Voting
9	Parliamentarian	Sadia Khan	Yes		No Voting
10	Arabic Club Relation Manager	Ali Alsuwail	Yes		No Voting
11	Cooperate Relation Manager	Nayaz Kaiser		No	No Voting
12	Technogy Manager	Farheen Sait	Yes		No Voting
13	Lead Project Manager	Anan Salem	Yes		No Voting
14	CSR Manager	Jijo Koshy	Yes		No Voting
TOTAL			13	1	

DIVISION DIRECTORS - District 79

S No	Position	Full Name	Attendance		Remarks
			Yes	No	
1	Division A Director	Rozel Sazon	Yes		
2	Division B Director	Salim Hakeem		No	
3	Division C Director	Abdulrahman Al Bin Hamad		No	
4	Division D Director	Shanmugam Koteeswaran		No	
5	Division E Director	Majed Al-Shinqiti	Yes		
6	Division F Director	Shekhar Tiwari	Yes		
7	Division G Director	Hayfa AlSaleh	Yes		
8	Division J Director	Sankaranunni M.K	Yes		
9	Division L Director	Safare Mohammed		No	
10	Division M Director	Salem Al-Abdullatif		No	
11	Division N Director	Mirza Arifulla Baig		No	
12	Division O Director	Chathura Dissanayaka	Yes		
13	Division Q Director	Abdulwadood AlZaidani	Yes		
14	Division R Director	OSAMA AL MASRI		No	
15	Division S Director	Naif AlHajiri		No	
16	Asst PQD DivisionS (On behalf of DSD)		Yes		No Voting
TOTAL			8	8	

AREA DIRECTORS - District 79

S No	Position	Full Name	Attendance		Remarks
			Yes	No	
1	Area 01 Director - Division A	Raul Romani Condor	Yes		
2	Area 02 Director - Division A	Sahid Hisham		No	
3	Area 03 Director - Division A	Sarah Alhabeeb		No	
4	Area 67 Director - Division A	Joseph Ybanez UR	Yes		
5	Area 06 Director - Division B	Kuruvilla Sunny	Yes		
6	Area 22 Director - Division B	Brian Joshua Gimenez	Yes		
7	Area 38 Director - Division B	Mohiyadeen Cassim	Yes		
8	Area 39 Director - Division C	Abdalrahman Ghannam		No	
9	Area 59 Director - Division C	Tarek Djoudjou		No	
10	Area 68 Director - Division C	Reem Alhadib		No	
11	Area 77 Director - Division C	Modhy AL-YAHYA		No	
12	Area 11 Director - Division D	Danilo Torres	Yes		

13	Area 12 Director - Division D	Pallavi Sonavane	Yes		
14	Area 14 Director - Division D	Elna Rajan	Yes		
15	Area 29 Director - Division D	Anith Kumar	Yes		
16	Area 13 Director - Division E	Jabril M Kanani		No	
17	Area 64 Director - Division E	Fatemah Alfaifi		No	
18	Area 65 Director - Division E	Abdullah Alqhtani		No	
19	Area 25 Director - Division F	Ibrahim Mustafa	Yes		
20	Area 31 Director - Division F	Muhammad Akram	Yes		
21	Area 60 Director - Division F	Aabid Khan	Yes		
22	Area 61 Director - Division F	Edelito Cueto		No	
23	Area 07 Director - Division G	Heba Al Mohsin	Yes		
24	Area 08 Director - Division G	Basma Bubshait	Yes		
25	Area 45 Director - Division G	Fatimah Alfareed		No	
26	Area 72 Director - Division G	Asma Mohammed	Yes		
27	Area 15 Director - Division J	Rasheed Umar C.K.		No	
28	Area 32 Director - Division J	Murali Kannan		No	
29	Area 43 Director - Division J	Mohandoss Durairajan	Yes		
30	Area 70 Director - Division J	Lorenzo Santos		No	
31	Area 17 Director - Division L	Arunkumar Varatharajan	Yes		
32	Area 53 Director - Division L	Araj Khan		No	
33	Area 63 Director - Division L	Nooh Chakkantakath	Yes		
34	Area 69 Director - Division L	Babu Natarajan	Yes		
35	Area 20 Director - Division M	Talal Al Taisan		No	
36	Area 41 Director - Division M	Salsabila Al Harbi		No	
37	Area 42 Director - Division M	Helen Yesurathinam	Yes		
38	Area 50 Director - Division M	Jamila Abulebdeh	Yes		
39	Area 54 Director - Division M	Abhinay Bhoje		No	
40	Area 04 Director - Division N	Ansar Chali		No	
41	Area 05 Director - Division N	Omar Khan		No	
42	Area 66 Director - Division N	Salman -	Yes		
43	Area 09 Director - Division O	Yasir Nadeem		No	
44	Area 51 Director - Division O	Muneer Ahmed	Yes		
45	Area 52 Director - Division O	Merlin Albin	Yes		
46	Area 23 Director - Division Q	Fatimah Alsaeed	Yes		
47	Area 71 Director - Division Q	Fahad Al-Momen	Yes		
48	Area 73 Director - Division Q	Muhammad Elhawati		No	
49	Area 19 Director - Division R	Ghaida Aldhahri		No	
50	Area 35 Director - Division R	Ali Qushaish	Yes		
51	Area 36 Director - Division R	Abdullah Masrahi	Yes		
52	Area 16 Director - Division S	Afrah Alsultan	Yes		
53	Area 47 Director - Division S	Senthil Manoharan	Yes		
54	Area 48 Director - Division S	Mustafa AlHammad		No	
55	Area 57 Director - Division S	Faisal Al-Malki		No	
56	Area 58 Director - Division S	Kawther Alamer	Yes		
		TOTAL	31	25	

Declaration:

As Administration Manager I hereby wish to take accountability of the 2nd EXCOM meeting minute's legal draft. Should you wish to further clarify any aforementioned clause do not hesitate to contact me on 0555882126 or rizan.anver@gmail.com



Anver Rizan
Administration Manager D79